TOWN COUNCIL REGULAR MEETING AGENDA

August 26, 2025 at 5:00 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/@townofjunobeach477/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); make a 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 5:00pm 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. 2025 Legislative Updates
2. Annual Contributions to Loggerhead Marinelife Center & Busch Wildlife Sanctuary

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

COMMENTS FROM THE PUBLIC

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

CONSENT AGENDA

3. Town Council Meeting Minutes for July 23, 2025
4. Special Town Council Meeting - Work-in-Progress on the Master Plan Minutes - August 6, 2025
5. Special Town Council Meeting Minutes - August 7, 2025
6. Resolution 2025-12 - Designation of Administrative Authority to Process Plats and Replats
7. Resolution No. 2025-13 - Announcing the 2026 Municipal Election
8. Proclamation - National Preparedness Month (September 2025)
9. Website Hosting Update, Migration, and Contract
10. Request to Approve 2025 Oktoberfest: Catering, Beverages & Ticket Pricing
11. Contract Non-Renewal: TextMyGov
12. Request for Site Plan Approval Extension – Holy Spirit Lutheran Church
13. Year to Date (YTD) Financial Statements
14. Special Event Request – 23rd Annual Juno Beach Craft Festival
15. Information Technology (IT) Consulting Services- RFP
16. Police Foundation Donation Request
17. Mutual Aid Agreement for the Southern Florida Criminal Apprehension Team

COUNCIL ACTION/DISCUSSION ITEMS

18. FY 2025-2026 Budget Discussion
19. Appearance Review Single Family Dwellings – Response to Town Council
20. Discussion on Proposed Strategic Plan by Consultant James Karas

COMMENTS FROM THE COUNCIL

ADJOURNMENT

AGENDA ITEM

Meeting Name: Town Council Meeting
Meeting Date: August 26, 2025
Prepared By: L. Rubin, Town Attorney
Item Title: 2025 Legislative Updates

DISCUSSION:

Town Attorney Rubin will be providing an update from this year's legislative session to the Town Council.

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Daniel Harrell, Of Counsel

July 15, 2025

To: Mayor Wheeler, Vice Mayor Callaghan, and Members of the Town Council

From: Leonard G. Rubin, Town Attorney

Re: 2025 Legislative Update

Below is a brief summary of the new legislation impacting municipalities. More detailed information on any of these new Laws of Florida will be provided upon request by the Council. A full legislative report has been prepared by the Florida League of Cities, which is available at https://issuu.com/flcities/docs/2025_legislative_session_final_report.

Ch. 2025-13 (HB 157)

Revises the procedures for **service of process**, particularly on business entities. The revisions provide additional methods and opportunities for service of process. This will be helpful in code enforcement and other proceedings where notice must be given in a similar manner to service of process.

Ch. 2025-22 (SB 700)

Includes revisions regarding **electric vehicle charging stations**. Regulation of electric vehicle charging stations is preempted to the State. The new amendments include a requirement that local governments issue permits for electric vehicle charging stations based solely upon standards established by the Department of Agriculture and Consumer Services and other applicable state

law and approve or deny the permit application in accordance with the time period established by the Department.

Includes revisions regarding **mosquito control** programs conducted by special districts, counties, and municipalities. The amendments provide for municipalities to create and receive funding for mosquito control programs.

Includes revisions regarding additives in a **public water system**. The amendments provide a definition of "water quality additive" and a prohibition on any additive that does not meet this definition.

Includes creation of new provision, establishing prohibitions on local governments to limit activities of Future Farmers of America or 4-H or the storage of animals and equipment for same and classified lands used for **agricultural education** under these programs as agricultural lands.

Ch. 2025-31 (SB 384)

Revises the annexation procedures to include specific requirements when a municipality is seeking to **annex state-owned lands**. Requires notification to each member of the legislative delegation of the County in which the land is located when the first public hearing on the annexation ordinance is noticed.

Ch. 2025-39 (HB 481)

Includes revisions to limitations on local regulations regarding **anchoring of vessels**. Allows regulation of vessels anchored for a period of one hour or more between one-half hour after sunset and one-half hour before sunrise for more than thirty (30) days in any six month period within the jurisdiction of a county with a population of 1.5 million or more, excluding the time the vessel is anchored overnight in a mooring filed or any time the vessel is anchored overnight for the purposes of completing marine construction, installation or maintenance work.

Ch. 2025-42 (HB 1137)

Revised preemptions over utility service restrictions to include additional bodies that are preempted. Already applied to municipalities.

Ch. 2025-73 (SB 1386)

Revises provisions to include **utility workers** engaged in work on critical infrastructure in the list of personnel on whom a battery or assault carries heavier penalties.

Ch. 2025-85 (SB 348)

Creates prohibitions on **public officers and employees** regarding statements and representations regarding service and decoration in the Armed Forces of the United States.

Ch. 2025-87 (SB 582)

Creates a new allowance for higher penalties for the **demolition of certain historic buildings** and structures when the demolition is not permitted or the result of natural disaster.

Ch. 2025-91 (HB 259)

Creates Section 683.3343 establishing **Fentanyl Awareness and Education** Day and encourages local governments to sponsor events and promote awareness of the dangers of fentanyl and potential overdoses.

Ch. 2025-100 (HB 999)

Establishes **gold and silver coin as legal tender** for payments of debts incurred after July 1, 2026, and the procedure by which local governments may accept same for payment of taxes, charges, or dues.

Ch. 2025-110 (HB 1255)

Includes revisions to restrictions on local government regulation of building, development, and operational requirements for **charter schools**.

Includes new limitations on local governments regarding location of **private schools**.

Ch. 2025-113 (SB 606)

Includes revisions to clarify the timeframe for establishing the **transient** nature of **public lodgings** (changes from thirty (30) consecutive days or one (1) calendar month, whichever is less, to thirty (30) consecutive days).

Ch. 2025-115 (HB 551)

Includes revisions to the **permitting** process for fire alarm systems. Requires local governments to establish a simplified permitting process that complies with the minimum requirements of the Florida Building Code for fire alarm or sprinkler system projects of 20 or fewer alarm devices or sprinklers. The simplified permitting process must be established by October 1, 2025.

Ch. 2025-116 (HB 733)

Revises regulations of **brownfields**. Includes new provisions regarding rehabilitation and redevelopment. Includes revised eligibility criteria to include local governments.

Ch. 2025-117 (HB 1123)

Revises Section 180.03 to include an authorization for municipalities to utilize revenue generated from the operation of its **central sewage system** for expansion of that system.

Ch. 2025-122 (HB 703)

Includes revisions regarding **relocation of utilities**. Municipalities requiring relocation of facilities required to provide communications services are not responsible for paying the expense of such work; however, providers may apply for reimbursement from the Utility Relocation Reimbursement Grant Program.

Ch. 2025-131 (HB 751)

Revises injury eligibility criteria for insurance coverage for **law enforcement officers**.

Ch. 2025-140 (HB 683)

Includes creation of new provision regarding regulation of **synthetic turf**. Includes prohibitions on local government regulation and enforcement of synthetic turf for single-family residential properties one acre in size or less upon the Department of Environmental Protection's adoption of rules governing the minimum standards for installation.

Includes creation of new provision regarding **prompt processing of change orders**. Change orders must be approved or denied within thirty-five (35) days. This impacts change orders on contracts for construction services entered into on or after July 1, 2025.

Includes limitations for evaluating or scoring bids for **public works projects**. Prohibits penalizing a bidder for performing a larger volume of construction work for the state or political subdivision or rewarding a bidder for performing a smaller volume of construction work for the state or political subdivision.

Includes limitations on documentation (contracts or any associated documents including letters of intent, material costs lists, labor costs, or overhead or profit statements) local governments may require with submission for a **building permit**.

Includes new provisions for single-trade plans reviews related to **building permits**.

Ch. 2025-147 (SB 164)

Addresses **vessel accountability**. Includes revisions to definition of the vessel owner, means of vessels becoming and enforcement for when a vessel is derelict or a public nuisance, infractions, and penalties.

Includes new provisions authorizing the issuance of permits by the state related to long-term anchoring (fourteen (14) days or more within a thirty (30) day period), effective January 1, 2026. A person who engaged in long-term anchoring of a vessel within waters of this state without a valid long-term anchoring permit commits a noncriminal infraction.

Ch. 2025-149 (SB 462)

Includes opportunity for local governments to adopt certain regulations by Ordinance related to **electric bicycles, micromobility devises, and motorized scooters**. Authorizes local governments to adopt an Ordinance providing one or more minimum age requirements to operate an electric bicycle and requiring an operator to possess a government-issued photographic identification while operating the electric bicycle.

Includes provisions for an **expectant mother parking permit** to be issued by the State that will enable permit holders to park in a parking space designated for persons who have disabilities. This will impact local government parking enforcement.

Ch. 2025-155 (SB 1662)

Includes provision limiting municipal requirements regarding **installation of public sewer transmission lines** as part of a septic to sewer conversion under permits issued by the Department of Transportation and Department of Environmental Protection.

Ch. 2025-164 (SB 784)

Revises the process for **platting**. Requires approval of plats and replats administratively rather than by the governing body and that the local government designate responsibilities by ordinance or resolution.

Ch. 2025-165 (SB 796)

Creates provisions regarding **distributed wastewater treatment systems** and permits for same.

Ch. 2025-170 (SB 118)

Creates preemption of regulation of **presidential libraries**. Prohibits municipalities from enacting or enforcing any ordinance, resolution, rule, or other measure governing the establishment, maintenance, or operation of a presidential library or imposing any requirement or restriction thereon, except as authorized by federal law.

Ch. 2025-172 (SB 1730)

Revises the provisions of the **Live Local Act** regarding location, types of uses, limitations on development approval requirements, height restrictions, density, parking reductions. Requires

multifamily and mixed-use residential as allowable uses in portions of flexibly zoned areas under certain circumstances, prohibits a requirement that more than ten percent (10%) of the total square footage of mixed-use projects be used for nonresidential purposes.

Includes new provisions regarding demolition of existing structures, applicability to contributing historic structures and buildings within historic districts, definitions of use types, expediting and attorney fees for civil litigation, building moratorium, annual reporting, and applicant intent.

Includes new provisions regarding affordable housing for government, health care and hospital employees. Includes municipal employees.

Ch. 2025-174 (HB 669)

Revises list of **authorized investments** for local governments. Investment policies may not require a minimum bond rating for rated or unrated bonds, notes, or instruments backed by the full faith and credit of the government of Israel.

Ch. 2025-175 (HB 913)

Includes revisions to regulations regarding **milestone inspections** for condominium and cooperative buildings. Includes new reporting requirements for local governments beginning on or before December 31, 2025.

Ch. 2025-176 (HB 1371)

Creates a **Florida Medal of Valor** for first responders and a **Florida Blue/Red Heart Medal** for law enforcement, correctional, and probation officers and firefighters injured in the line of duty. These may be applied for by an employing agency on behalf of the potential recipient.

Creates a **critical infrastructure mapping grant program**. Available to municipalities.

Ch. 2025-177 (HB 1080)

Revises regulations regarding the uses for **building permit fees**, ability for local governments to adopt increases to **impact fees** (requires phase in of at least two but no more than four installments), procedures for adoption of **comprehensive plan amendments**, submittal and processing of **development permits and orders**, and **refunds** of development application fees. Municipalities must: (1) specify in writing the minimum information that must be submitted for a zoning approval, rezoning approval, subdivision approval, certification, special exception or variance; (2) confirm receipt of an application within five (5) days; approve, (3) approve with conditions, or deny an application that requires final quasi-judicial approval within 180 days after the application is complete; and (4) must refund issue a refund of a certain percentage of the application fee if they fail to meet certain timeframes.

Ch. 2025-182 (SB 954)

Requires local governments to adopt an ordinance by January 1, 2026, establishing procedures for review and approval of **certified recovery residences**. Establishes requirements for what must be included in the ordinance.

Ch. 2025-190 (SB 180)

Creates regulations regarding participation in the **National Flood Insurance Program**, including a prohibition against local governments adopting or enforcing a cumulative substantial improvement period.

Creates a restriction on assessment of **impact fees** for reconstruction or replacement of an existing structure.

Revises the limitations on changes and improvements to homestead property following damage or destruction related to impacts to **homestead assessments**.

Revises the requirements for **emergency management training programs** for local government personnel must comply with.

Creates an exception to the tolling and extension of permits and other authorizations under a declaration of a state of emergency for **wetland determinations**.

Creates requirements for municipalities regarding **natural emergency** information and expediting permitting operations post-storm. Includes a May 1, 2026, deadline for municipalities to provide an online option to receive, review, and access substantial damage and substantial improvement letters.

Includes state prioritization of municipal owned public buildings, other than schools, for retrofitting as **hurricane evacuation shelters** using state funds.

Creates new provisions regarding **restrictions on local government regulations after hurricane**, which prevents local governments from proposing and adopting certain moratoria and more restrictive or burdensome comprehensive plan amendments, land development regulations, or development procedures for one year after a hurricane makes landfall. Impacts local governments within any county listed in a federal disaster declaration located entirely or partially within 100 miles of the track of a storm while it is declared to be a hurricane. Includes provisions for civil litigation.

Creates required language for **municipal contracts** for goods and services related to emergency response.

Creates requirements for a new **Flood Inventory and Restoration Report** by the state. The state will work with municipal governments and operators of public and private stormwater management systems to prepare the report.

Revises regulations regarding **contracting for management of storm-generated debris**.

Creates new regulations for **hoisting equipment** and hurricane preparedness.

Revises limitations on **building renovation** costs to include separate measure as a result of natural disaster.

Prohibits municipalities within counties listed in the Federal Disaster Declaration for Hurricane Debby, Hurricane Helene, or Hurricane Milton from proposing or adopting any moratorium on construction, reconstruction, or redevelopment of any property damaged by such hurricanes; proposing or adopting more restrictive or burdensome amendments to its comprehensive plan or land development regulations; or proposing or adopting more restrictive or burdensome procedures concerning review, approval, or issuance of a site plan, development permit, or development order before October 1, 2027. Any moratorium or more restrictive or burdensome comprehensive plan amendment, land development regulation, or procedure shall be null and void ab initio. This subsection applies retroactively to August 1, 2024. Provides for exceptions and for attorney's fees related to a challenge.

Ch. 2025-192 (SB 1678)

Revises regulations regarding **prohibited investments** with companies and other entities that boycott Israel. This may impact municipal investments.

Revises language regarding contracting with **scrutinized companies**. This will impact solicitations proffered and contracts entered into as of July 1, 2025.

Ch. 2025-195 (SB 268)

Revises exemptions to **public records** to exempt certain information related to public officers, including mayors and city commissioners, and the spouses and children of public officers. This information includes the officer's address, telephone number, and the name, home address, telephone number, and date of birth of a minor child, including the name and location of a school or day care facility attended by the minor child.

Ch. 2025-208 (HB 7031)

Freezes local communication services tax rates until 2031 and requires that each municipality prioritize the use of such funds to ensure timely review and processing of right-of-way permits for communications service providers pursuant to federal and state law.

CHAPTER 2025-172

Committee Substitute for
Committee Substitute for Senate Bill No. 1730

An act relating to affordable housing; amending ss. 125.01055 and 166.04151, F.S.; authorizing the board of county commissioners and the governing board of a municipality, respectively, to approve the development of housing that is affordable, including mixed-use residential, on any parcel owned by religious institutions; requiring counties and municipalities to authorize multifamily and mixed-use residential as allowable uses in portions of flexibly zoned areas under certain circumstances; prohibiting counties and municipalities from imposing certain requirements on proposed multifamily developments; prohibiting counties and municipalities from requiring that more than a specified percentage of a mixed-use residential project be used for certain purposes; revising the density, floor area ratio, or height below which counties and municipalities may not restrict certain developments; defining the term "highest currently allowed, or allowed on July 1, 2023"; revising the definition of the term "floor area ratio"; authorizing counties and municipalities to restrict the height of proposed developments on certain parcels with structures or buildings listed in the National Register of Historic Places; requiring the administrative approval of certain proposed developments without further action by a quasi-judicial or administrative board or reviewing body under certain circumstances; defining the term "allowable density"; requiring the administrative approval of the demolition of an existing structure associated with a proposed development in certain circumstances; providing construction; authorizing counties and municipalities to administratively require that certain proposed developments comply with architectural design regulations under certain circumstances; requiring counties and municipalities to reduce parking requirements by a specified percentage for certain proposed developments under certain circumstances; authorizing counties and municipalities to allow adjacent parcels of land to be included within certain proposed developments; requiring a court to give priority to and render expeditious decisions in certain civil actions; requiring a court to award reasonable attorney fees and costs to a prevailing party in certain civil actions; providing that such attorney fees or costs may not exceed a specified dollar amount; prohibiting the prevailing party from recovering certain other fees or costs; defining terms; revising applicability; prohibiting counties and municipalities from enforcing certain building moratoriums; providing an exception, subject to certain requirements; requiring the court to assess and award reasonable attorney fees and costs to the prevailing party in certain civil actions; providing that such attorney fees or costs may not exceed a specified dollar amount; prohibiting the prevailing party from recovering certain other fees or costs; providing applicability; providing annual reporting requirements beginning on specified dates; authorizing applicants for certain proposed developments to notify the

county or municipality, as applicable, by a specified date of its intent to proceed under certain provisions; requiring counties and municipalities to allow certain applicants to submit revised applications, written requests, and notices of intent to account for changes made by the act; creating s. 420.5098, F.S.; providing legislative findings and intent; defining terms; providing that it is the policy of the state to support housing for certain employees and to allow developers in receipt of certain tax credits and funds to create a specified preference for housing certain employees; requiring that such preference conform to certain requirements; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsection (6) and paragraphs (a) through (f), (k), and (l) of subsection (7) of section 125.01055, Florida Statutes, are amended, new paragraphs (k) through (n) are added to subsection (7), and subsections (9) and (10) are added to that section, to read:

125.01055 Affordable housing.—

(6) Notwithstanding any other law or local ordinance or regulation to the contrary, the board of county commissioners may approve the development of housing that is affordable, as defined in s. 420.0004, including, but not limited to, a mixed-use residential development, on any parcel zoned for commercial or industrial use, or on any parcel, including any contiguous parcel connected thereto, which is owned by a religious institution as defined in s. 170.201(2) which contains a house of public worship, regardless of underlying zoning, so long as at least 10 percent of the units included in the project are for housing that is affordable. The provisions of this subsection are self-executing and do not require the board of county commissioners to adopt an ordinance or a regulation before using the approval process in this subsection.

(7)(a) A county must authorize multifamily and mixed-use residential as allowable uses in any area zoned for commercial, industrial, or mixed use, and in portions of any flexibly zoned area such as a planned unit development permitted for commercial, industrial, or mixed use, if at least 40 percent of the residential units in a proposed multifamily development are rental units that, for a period of at least 30 years, are affordable as defined in s. 420.0004. Notwithstanding any other law, local ordinance, or regulation to the contrary, a county may not require a proposed multifamily development to obtain a zoning or land use change, special exception, conditional use approval, variance, transfer of density or development units, amendment to a development of regional impact, or comprehensive plan amendment for the building height, zoning, and densities authorized under this subsection. For mixed-use residential projects, at least 65 percent of the total square footage must be used for residential purposes. The county may not require that more than 10 percent of the total square footage of such mixed-use residential projects be used for nonresidential purposes.

(b) A county may not restrict the density of a proposed development authorized under this subsection below the highest currently allowed, or allowed on July 1, 2023, density on any unincorporated land in the county where residential development is allowed under the county's land development regulations. For purposes of this paragraph, the term "highest currently allowed density" does not include the density of any building that met the requirements of this subsection or the density of any building that has received any bonus, variance, or other special exception for density provided in the county's land development regulations as an incentive for development. For purposes of this paragraph, "highest currently allowed, or allowed on July 1, 2023," means whichever is least restrictive at the time of development.

(c) A county may not restrict the floor area ratio of a proposed development authorized under this subsection below 150 percent of the highest currently allowed, or allowed on July 1, 2023, floor area ratio on any unincorporated land in the county where development is allowed under the county's land development regulations. For purposes of this paragraph, the term "highest currently allowed floor area ratio" does not include the floor area ratio of any building that met the requirements of this subsection or the floor area ratio of any building that has received any bonus, variance, or other special exception for floor area ratio provided in the county's land development regulations as an incentive for development. For purposes of this subsection, the term "floor area ratio" includes floor lot ratio and lot coverage.

(d)1. A county may not restrict the height of a proposed development authorized under this subsection below the highest currently allowed, or allowed on July 1, 2023, height for a commercial or residential building located in its jurisdiction within 1 mile of the proposed development or 3 stories, whichever is higher. For purposes of this paragraph, the term "highest currently allowed height" does not include the height of any building that met the requirements of this subsection or the height of any building that has received any bonus, variance, or other special exception for height provided in the county's land development regulations as an incentive for development.

2. If the proposed development is adjacent to, on two or more sides, a parcel zoned for single-family residential use which is within a single-family residential development with at least 25 contiguous single-family homes, the county may restrict the height of the proposed development to 150 percent of the tallest building on any property adjacent to the proposed development, the highest currently allowed, or allowed on July 1, 2023, height for the property provided in the county's land development regulations, or 3 stories, whichever is higher, not to exceed 10 stories. For the purposes of this paragraph, the term "adjacent to" means those properties sharing more than one point of a property line, but does not include properties separated by a public road.

3. If the proposed development is on a parcel with a contributing structure or building within a historic district which was listed in the National Register of Historic Places before January 1, 2000, or is on a parcel with a structure or building individually listed in the National Register of Historic Places, the county may restrict the height of the proposed development to the highest currently allowed, or allowed on July 1, 2023, height for a commercial or residential building located in its jurisdiction within three-fourths of a mile of the proposed development or 3 stories, whichever is higher. The term "highest currently allowed" in this paragraph includes the maximum height allowed for any building in a zoning district irrespective of any conditions.

(e)1. A proposed development authorized under this subsection must be administratively approved without ~~and no~~ further action by the board of county commissioners or any quasi-judicial or administrative board or reviewing body ~~is required~~ if the development satisfies the county's land development regulations for multifamily developments in areas zoned for such use and is otherwise consistent with the comprehensive plan, with the exception of provisions establishing allowable densities, floor area ratios, height, and land use. Such land development regulations include, but are not limited to, regulations relating to setbacks and parking requirements. A proposed development located within one-quarter mile of a military installation identified in s. 163.3175(2) may not be administratively approved. Each county shall maintain on its website a policy containing procedures and expectations for administrative approval pursuant to this subsection. For purposes of this subparagraph, the term "allowable density" means the density prescribed for the property in accordance with this subsection without additional requirements to procure and transfer density units or development units from other properties.

2. The county must administratively approve the demolition of an existing structure associated with a proposed development under this subsection, without further action by the board of county commissioners or any quasi-judicial or administrative board or reviewing body, if the proposed demolition otherwise complies with all state and local regulations.

3. If the proposed development is on a parcel with a contributing structure or building within a historic district which was listed in the National Register of Historic Places before January 1, 2000, or is on a parcel with a structure or building individually listed in the National Register of Historic Places, the county may administratively require the proposed development to comply with local regulations relating to architectural design, such as facade replication, provided it does not affect height, floor area ratio, of density of the proposed development.

(f)1. A county must, upon request of an applicant, reduce ~~consider reducing~~ parking requirements by 15 percent for a proposed development authorized under this subsection if the development:

a. Is located within one-quarter mile of a transit stop, as defined in the county's land development code, and the transit stop is accessible from the development;.

2. A county must reduce parking requirements by at least 20 percent for a proposed development authorized under this subsection if the development:

b.a. Is located within one-half mile of a major transportation hub that is accessible from the proposed development by safe, pedestrian-friendly means, such as sidewalks, crosswalks, elevated pedestrian or bike paths, or other multimodal design features; or and

c.b. Has available parking within 600 feet of the proposed development which may consist of options such as on-street parking, parking lots, or parking garages available for use by residents of the proposed development. However, a county may not require that the available parking compensate for the reduction in parking requirements.

2.3. A county must eliminate parking requirements for a proposed mixed-use residential development authorized under this subsection within an area recognized by the county as a transit-oriented development or area, as provided in paragraph (h).

3.4. For purposes of this paragraph, the term "major transportation hub" means any transit station, whether bus, train, or light rail, which is served by public transit with a mix of other transportation options.

(k) Notwithstanding any other law or local ordinance or regulation to the contrary, a county may allow an adjacent parcel of land to be included within a proposed multifamily development authorized under this subsection.

(l) The court shall give any civil action filed against a county for a violation of this subsection priority over other pending cases and render a preliminary or final decision as expeditiously as possible.

(m) If a civil action is filed against a county for a violation of this subsection, the court must assess and award reasonable attorney fees and costs to the prevailing party. An award of reasonable attorney fees or costs pursuant to this subsection may not exceed $250,000. In addition, a prevailing party may not recover any attorney fees or costs directly incurred by or associated with litigation to determine an award of reasonable attorney fees or costs.

(n) As used in this subsection, the term:

1. "Commercial use" means activities associated with the sale, rental, or distribution of products or the performance of services related thereto. The term includes, but is not limited to, such uses or activities as retail sales; wholesale sales; rentals of equipment, goods, or products; offices; restaurants; public lodging establishments as described in s. 509.242(1)(a); food

service vendors; sports arenas; theaters; tourist attractions; and other for-profit business activities. A parcel zoned to permit such uses by right without the requirement to obtain a variance or waiver is considered commercial use for the purposes of this section, irrespective of the local land development regulation's listed category or title. The term does not include home-based businesses or cottage food operations undertaken on residential property, public lodging establishments as described in s. 509.242(1)(c), or uses that are accessory, ancillary, incidental to the allowable uses, or allowed only on a temporary basis. Recreational uses, such as golf courses, tennis courts, swimming pools, and clubhouses, within an area designated for residential use are not commercial use, irrespective of how they are operated.

2. "Industrial use" means activities associated with the manufacture, assembly, processing, or storage of products or the performance of services related thereto. The term includes, but is not limited to, such uses or activities as automobile manufacturing or repair, boat manufacturing or repair, junk yards, meat packing facilities, citrus processing and packing facilities, produce processing and packing facilities, electrical generating plants, water treatment plants, sewage treatment plants, and solid waste disposal sites. A parcel zoned to permit such uses by right without the requirement to obtain a variance or waiver is considered industrial use for the purposes of this section, irrespective of the local land development regulation's listed category or title. The term does not include uses that are accessory, ancillary, incidental to the allowable uses, or allowed only on a temporary basis. Recreational uses, such as golf courses, tennis courts, swimming pools, and clubhouses, within an area designated for residential use are not industrial use, irrespective of how they are operated.

3. "Mixed use" means any use that combines multiple types of approved land uses from at least two of the residential use, commercial use, and industrial use categories. The term does not include uses that are accessory, ancillary, incidental to the allowable uses, or allowed only on a temporary basis. Recreational uses, such as golf courses, tennis courts, swimming pools, and clubhouses, within an area designated for residential use are not mixed use, irrespective of how they are operated.

4. "Planned unit development" has the same meaning as provided in s. 163.3202(5)(b).

(o)~~(k)~~ This subsection does not apply to:

1. Airport-impacted areas as provided in s. 333.03.

2. Property defined as recreational and commercial working waterfront in s. 342.201(2)(b) in any area zoned as industrial.

3. The Wekiva Study Area, as described in s. 369.316.

4. The Everglades Protection Area, as defined in s. 373.4592(2).

(p)~~(l)~~ This subsection expires October 1, 2033.

(9)(a) Except as provided in paragraphs (b) and (d), a county may not enforce a building moratorium that has the effect of delaying the permitting or construction of a multifamily residential or mixed-use residential development authorized under subsection (7).

(b) A county may, by ordinance, impose or enforce such a building moratorium for no more than 90 days in any 3-year period. Before adoption of such a building moratorium, the county shall prepare or cause to be prepared an assessment of the county's need for affordable housing at the extremely-low-income, very-low-income, low-income, or moderate-income limits specified in s. 420.0004, including projections of such need for the next 5 years. This assessment must be posted on the county's website by the date the notice of proposed enactment is published, and presented at the same public meeting at which the proposed ordinance imposing the building moratorium is adopted by the board of county commissioners. This assessment must be included in the business impact estimate for the ordinance imposing such a moratorium required by s. 125.66(3).

(c) If a civil action is filed against a county for a violation of this subsection, the court must assess and award reasonable attorney fees and costs to the prevailing party. An award of reasonable attorney fees or costs pursuant to this subsection may not exceed $250,000. In addition, a prevailing party may not recover any attorney fees or costs directly incurred by or associated with litigation to determine an award of reasonable attorney fees or costs.

(d) This subsection does not apply to moratoria imposed or enforced to address stormwater or flood water management, to address the supply of potable water, or due to the necessary repair of sanitary sewer systems, if such moratoria apply equally to all types of multifamily or mixed-use residential development.

(10)(a) Beginning November 1, 2026, each county must provide an annual report to the state land planning agency which includes:

1. A summary of litigation relating to subsection (7) that was initiated, remains pending, or was resolved during the previous fiscal year.

2. A list of all projects proposed or approved under subsection (7) during the previous fiscal year. For each project, the report must include, at a minimum, the project's size, density, and intensity and the total number of units proposed, including the number of affordable units and associated targeted household incomes.

(b) The state land planning agency shall compile the information received under this subsection and submit the information to the Governor, the President of the Senate, and the Speaker of the House of Representatives annually by February 1.

Section 2. Subsection (6) and paragraphs (a) through (f), (k), and (l) of subsection (7) of section 166.04151, Florida Statutes, are amended, new paragraphs (k) through (n) are added to subsection (7), and subsections (9) and (10) are added to that section, to read:

166.04151 Affordable housing.—

(6) Notwithstanding any other law or local ordinance or regulation to the contrary, the governing body of a municipality may approve the development of housing that is affordable, as defined in s. 420.0004, including, but not limited to, a mixed-use residential development, on any parcel zoned for commercial or industrial use, or on any parcel, including any contiguous parcel connected thereto, which is owned by a religious institution as defined in s. 170.201(2) which contains a house of public worship, regardless of underlying zoning, so long as at least 10 percent of the units included in the project are for housing that is affordable. The provisions of this subsection are self-executing and do not require the governing body to adopt an ordinance or a regulation before using the approval process in this subsection.

(7)(a) A municipality must authorize multifamily and mixed-use residential as allowable uses in any area zoned for commercial, industrial, or mixed use, and in portions of any flexibly zoned area such as a planned unit development permitted for commercial, industrial, or mixed use, if at least 40 percent of the residential units in a proposed multifamily development are rental units that, for a period of at least 30 years, are affordable as defined in s. 420.0004. Notwithstanding any other law, local ordinance, or regulation to the contrary, a municipality may not require a proposed multifamily development to obtain a zoning or land use change, special exception, conditional use approval, variance, transfer of density or development units, amendment to a development of regional impact, amendment to a municipal charter, or comprehensive plan amendment for the building height, zoning, and densities authorized under this subsection. For mixed-use residential projects, at least 65 percent of the total square footage must be used for residential purposes. The municipality may not require that more than 10 percent of the total square footage of such mixed-use residential projects be used for nonresidential purposes.

(b) A municipality may not restrict the density of a proposed development authorized under this subsection below the highest currently allowed, or allowed on July 1, 2023, density on any land in the municipality where residential development is allowed under the municipality's land development regulations. For purposes of this paragraph, the term "highest currently allowed density" does not include the density of any building that met the requirements of this subsection or the density of any building that has received any bonus, variance, or other special exception for density provided in the municipality's land development regulations as an incentive for development. For purposes of this paragraph, "highest currently allowed, or allowed on July 1, 2023," means whichever is least restrictive at the time of development.

(c) A municipality may not restrict the floor area ratio of a proposed development authorized under this subsection below 150 percent of the highest currently allowed, or allowed on July 1, 2023, floor area ratio on any land in the municipality where development is allowed under the municipality's land development regulations. For purposes of this paragraph, the term "highest currently allowed floor area ratio" does not include the floor area ratio of any building that met the requirements of this subsection or the floor area ratio of any building that has received any bonus, variance, or other special exception for floor area ratio provided in the municipality's land development regulations as an incentive for development. For purposes of this subsection, the term "floor area ratio" includes floor lot ratio and lot coverage.

(d)1. A municipality may not restrict the height of a proposed development authorized under this subsection below the highest currently allowed, or allowed on July 1, 2023, height for a commercial or residential building located in its jurisdiction within 1 mile of the proposed development or 3 stories, whichever is higher. For purposes of this paragraph, the term "highest currently allowed height" does not include the height of any building that met the requirements of this subsection or the height of any building that has received any bonus, variance, or other special exception for height provided in the municipality's land development regulations as an incentive for development.

2. If the proposed development is adjacent to, on two or more sides, a parcel zoned for single-family residential use that is within a single-family residential development with at least 25 contiguous single-family homes, the municipality may restrict the height of the proposed development to 150 percent of the tallest building on any property adjacent to the proposed development, the highest currently allowed, or allowed on July 1, 2023, height for the property provided in the municipality's land development regulations, or 3 stories, whichever is higher, not to exceed 10 stories. For the purposes of this paragraph, the term "adjacent to" means those properties sharing more than one point of a property line, but does not include properties separated by a public road or body of water, including manmade lakes or ponds. For a proposed development located within a municipality within an area of critical state concern as designated by s. 380.0552 or chapter 28-36, Florida Administrative Code, the term "story" includes only the habitable space above the base flood elevation as designated by the Federal Emergency Management Agency in the most current Flood Insurance Rate Map. A story may not exceed 10 feet in height measured from finished floor to finished floor, including space for mechanical equipment. The highest story may not exceed 10 feet from finished floor to the top plate.

3. If the proposed development is on a parcel with a contributing structure or building within a historic district which was listed in the National Register of Historic Places before January 1, 2000, or is on a parcel with a structure or building individually listed in the National Register of Historic Places, the municipality may restrict the height of the proposed

development to the highest currently allowed, or allowed on July 1, 2023, height for a commercial or residential building located in its jurisdiction within three-fourths of a mile of the proposed development or 3 stories, whichever is higher. The term "highest currently allowed" in this paragraph includes the maximum height allowed for any building in a zoning district irrespective of any conditions.

(e)1. A proposed development authorized under this subsection must be administratively approved without ~~and no~~ further action by the governing body of the municipality or any quasi-judicial or administrative board or reviewing body ~~is required~~ if the development satisfies the municipality's land development regulations for multifamily developments in areas zoned for such use and is otherwise consistent with the comprehensive plan, with the exception of provisions establishing allowable densities, floor area ratios, height, and land use. Such land development regulations include, but are not limited to, regulations relating to setbacks and parking requirements. A proposed development located within one-quarter mile of a military installation identified in s. 163.3175(2) may not be administratively approved. Each municipality shall maintain on its website a policy containing procedures and expectations for administrative approval pursuant to this subsection. For purposes of this paragraph, the term "allowable density" means the density prescribed for the property in accordance with this subsection without additional requirements to procure and transfer density units or development units from other properties.

2. The municipality must administratively approve the demolition of an existing structure associated with a proposed development under this subsection, without further action by the governing body of the municipality or any quasi-judicial or administrative board or reviewing body, if the proposed demolition otherwise complies with all state and local regulations.

3. If the proposed development is on a parcel with a contributing structure or building within a historic district which was listed in the National Register of Historic Places before January 1, 2000, or is on a parcel with a structure or building individually listed in the National Register of Historic Places, the municipality may administratively require the proposed development to comply with local regulations relating to architectural design, such as facade replication, provided it does not affect height, floor area ratio, of density of the proposed development.

(f)1. A municipality must, upon request of an applicant, reduce ~~consider reducing~~ parking requirements for a proposed development authorized under this subsection by 15 percent if the development:

a. Is located within one-quarter mile of a transit stop, as defined in the municipality's land development code, and the transit stop is accessible from the development;~~.~~

~~2. A municipality must reduce parking requirements by at least 20 percent for a proposed development authorized under this subsection if the development:~~

b.~~a.~~ Is located within one-half mile of a major transportation hub that is accessible from the proposed development by safe, pedestrian-friendly means, such as sidewalks, crosswalks, elevated pedestrian or bike paths, or other multimodal design features; or~~.~~

c.~~b.~~ Has available parking within 600 feet of the proposed development which may consist of options such as on-street parking, parking lots, or parking garages available for use by residents of the proposed development. However, a municipality may not require that the available parking compensate for the reduction in parking requirements.

2.~~3.~~ A municipality must eliminate parking requirements for a proposed mixed-use residential development authorized under this subsection within an area recognized by the municipality as a transit-oriented development or area, as provided in paragraph (h).

3.~~4.~~ For purposes of this paragraph, the term "major transportation hub" means any transit station, whether bus, train, or light rail, which is served by public transit with a mix of other transportation options.

(k) Notwithstanding any other law or local ordinance or regulation to the contrary, a municipality may allow an adjacent parcel of land to be included within a proposed multifamily development authorized under this subsection.

(l) The court shall give any civil action filed against a municipality for a violation of this subsection priority over other pending cases and render a preliminary or final decision as expeditiously as possible.

(m) If a civil action is filed against a municipality for a violation of this subsection, the court must assess and award reasonable attorney fees and costs to the prevailing party. An award of reasonable attorney fees or costs pursuant to this subsection may not exceed $250,000. In addition, a prevailing party may not recover any attorney fees or costs directly incurred by or associated with litigation to determine an award of reasonable attorney fees or costs.

(n) As used in this subsection, the term:

1. "Commercial use" means activities associated with the sale, rental, or distribution of products or the performance of services related thereto. The term includes, but is not limited to, such uses or activities as retail sales; wholesale sales; rentals of equipment, goods, or products; offices; restaurants; public lodging establishments as described in s. 509.242(1)(a); food service vendors; sports arenas; theaters; tourist attractions; and other for-profit business activities. A parcel zoned to permit such uses by right without the requirement to obtain a variance or waiver is considered

commercial use for the purposes of this section, irrespective of the local land development regulation's listed category or title. The term does not include home-based businesses or cottage food operations undertaken on residential property, public lodging establishments as described in s. 509.242(1)(c), or uses that are accessory, ancillary, incidental to the allowable uses, or allowed only on a temporary basis. Recreational uses, such as golf courses, tennis courts, swimming pools, and clubhouses, within an area designated for residential use are not commercial use, irrespective of how they are operated.

2. "Industrial use" means activities associated with the manufacture, assembly, processing, or storage of products or the performance of services related thereto. The term includes, but is not limited to, such uses or activities as automobile manufacturing or repair, boat manufacturing or repair, junk yards, meat packing facilities, citrus processing and packing facilities, produce processing and packing facilities, electrical generating plants, water treatment plants, sewage treatment plants, and solid waste disposal sites. A parcel zoned to permit such uses by right without the requirement to obtain a variance or waiver is considered industrial use for the purposes of this section, irrespective of the local land development regulation's listed category or title. The term does not include uses that are accessory, ancillary, incidental to the allowable uses, or allowed only on a temporary basis. Recreational uses, such as golf courses, tennis courts, swimming pools, and clubhouses, within an area designated for residential use are not industrial use, irrespective of how they are operated.

3. "Mixed use" means any use that combines multiple types of approved land uses from at least two of the residential use, commercial use, and industrial use categories. The term does not include uses that are accessory, ancillary, incidental to the allowable uses, or allowed only on a temporary basis. Recreational uses, such as golf courses, tennis courts, swimming pools, and clubhouses, within an area designated for residential use are not mixed use, irrespective of how they are operated.

4. "Planned unit development" has the same meaning as provided in s. 163.3202(5)(b).

(o)~~(k)~~ This subsection does not apply to:

1. Airport-impacted areas as provided in s. 333.03.

2. Property defined as recreational and commercial working waterfront in s. 342.201(2)(b) in any area zoned as industrial.

3. The Wekiva Study Area, as described in s. 369.316.

4. The Everglades Protection Area, as defined in s. 373.4592(2).

(p)~~(l)~~ This subsection expires October 1, 2033.

(9)(a) Except as provided in paragraphs (b) and (d), a municipality may not enforce a building moratorium that has the effect of delaying the permitting or construction of a multifamily residential or mixed-use residential development authorized under subsection (7).

(b) A municipality may, by ordinance, impose or enforce such a building moratorium for no more than 90 days in any 3-year period. Before adoption of such a building moratorium, the municipality shall prepare or cause to be prepared an assessment of the municipality's need for affordable housing at the extremely-low-income, very-low-income, low-income, or moderate-income limits specified in s. 420.0004, including projections of such need for the next 5 years. This assessment must be posted on the municipality's website by the date the notice of proposed enactment is published and must be presented at the same public meeting at which the proposed ordinance imposing the building moratorium is adopted by the governing body of the municipality. This assessment must be included in the business impact estimate for the ordinance imposing such a moratorium required by s. 166.041(4).

(c) If a civil action is filed against a municipality for a violation of this subsection, the court must assess and award reasonable attorney fees and costs to the prevailing party. An award of reasonable attorney fees or costs pursuant to this subsection may not exceed $250,000. In addition, a prevailing party may not recover any attorney fees or costs directly incurred by or associated with litigation to determine an award of reasonable attorney fees or costs.

(d) This subsection does not apply to moratoria imposed or enforced to address stormwater or flood water management, to address the supply of potable water, or due to the necessary repair of sanitary sewer systems, if such moratoria apply equally to all types of multifamily or mixed-use residential development.

(10)(a) Beginning November 1, 2026, each municipality must provide an annual report to the state land planning agency which includes:

1. A summary of litigation relating to subsection (7) that was initiated, remains pending, or was resolved during the previous fiscal year.

2. A list of all projects proposed or approved under subsection (7) during the previous fiscal year. For each project, the report must include, at a minimum, the project's size, density, and intensity and the total number of units proposed, including the number of affordable units and associated targeted household incomes.

(b) The state land planning agency shall compile the information received under this subsection and submit the information to the Governor, the President of the Senate, and the Speaker of the House of Representatives annually by February 1.

Section 3. An applicant for a proposed development authorized under s. 125.01055(7), Florida Statutes, or s. 166.04151(7), Florida Statutes, who submitted an application, a written request, or a notice of intent to use such provisions to the county or municipality and which application, written request, or notice of intent has been received by the county or municipality, as applicable, before July 1, 2025, may notify the county or municipality by July 1, 2025, of its intent to proceed under the provisions of s. 125.01055(7), Florida Statutes, or s. 166.04151(7), Florida Statutes, as they existed at the time of submittal. A county or municipality, as applicable, shall allow an applicant who submitted such application, written request, or notice of intent before July 1, 2025, the opportunity to submit a revised application, written request, or notice of intent to account for the changes made by this act.

Section 4. Section 420.5098, Florida Statutes, is created to read:

420.5098 Public sector and hospital employer-sponsored housing policy.

(1) The Legislature finds that it is in the best interests of the state and the state's economy to provide affordable housing to state residents employed by hospitals, health care facilities, and governmental entities in order to attract and maintain the highest quality labor by incentivizing such employers to sponsor affordable housing opportunities. Section 42(g)(9)(B) of the Internal Revenue Code provides that a qualified low-income housing project does not fail to meet the general public use requirement solely because of occupancy restrictions or preferences that favor tenants who are members of a specified group under a state program or policy that supports housing for such specified group. Therefore, it is the intent of the Legislature to establish a policy that supports the development of affordable workforce housing for employees of hospitals, health care facilities, and governmental entities.

(2) For purposes of this section, the term:

(a) "Governmental entity" means any state, regional, county, local, or municipal governmental entity of this state, whether executive, judicial, or legislative; any department, division, bureau, commission, authority, or political subdivision of the state; any public school, state university, or Florida College System institution; or any special district as defined in s. 189.012.

(b) "Health care facility" has the same meaning as provided in s. 159.27(16).

(c) "Hospital" means a hospital under chapter 155, a hospital district created pursuant to chapter 189, or a hospital licensed pursuant to chapter 395, including corporations not for profit that are qualified as charitable under s. 501(c)(3) of the Internal Revenue Code and for-profit entities.

(3) It is the policy of the state to support housing for employees of hospitals, health care facilities, and governmental entities and to allow developers in receipt of federal low-income housing tax credits allocated pursuant to s. 420.5099, local or state funds, or other sources of funding available to finance the development of affordable housing to create a preference for housing for such employees. Such preference must conform to the requirements of s. 42(g)(9) of the Internal Revenue Code.

Section 5. This act shall take effect July 1, 2025.

Approved by the Governor June 23, 2025.

Filed in Office Secretary of State June 23, 2025.

CHAPTER 2025-182

Committee Substitute for Committee Substitute for Committee Substitute for Senate Bill No. 954

An act relating to certified recovery residences; amending s. 397.487, F.S.; requiring, by a specified date, the governing body of each county or municipality to adopt an ordinance to establish procedures for the review and approval of certified recovery residences; requiring that such ordinance include a process for requesting reasonable accommodations from any local land use regulation that serves to prohibit the establishment of a certified recovery residence; specifying criteria for the ordinance; providing that the ordinance may establish additional requirements for the review and approval of reasonable accommodation requests; requiring that such additional requirements be consistent with federal law and not conflict with the act; prohibiting the ordinance from requiring public hearings beyond the minimum required by law; providing that the ordinance may include provisions for revocation of a granted accommodation for cause, if the accommodation is not reinstated within a specified timeframe; providing construction; amending s. 397.4871, F.S.; providing that the personnel-to-resident ratio for a certified recovery residence must be met only when the residents are at the residence; providing that a certified recovery residence administrator for Level IV certified recovery residences which maintains a specified personnel-to-patient ratio has a limitation on the number of residents it may manage; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsections (15) and (16) are added to section 397.487, Florida Statutes, to read:

397.487 Voluntary certification of recovery residences.—

(15)(a) By January 1, 2026, the governing body of each county or municipality shall adopt an ordinance establishing procedures for the review and approval of certified recovery residences within its jurisdiction. The ordinance must include a process for requesting reasonable accommodations from any local land use regulation that serves to prohibit the establishment of a certified recovery residence.

(b) At a minimum, the ordinance must:

1. Be consistent with the Fair Housing Amendments Act of 1988, 42 U.S.C. ss. 3601 et seq., and Title II of the Americans with Disabilities Act, 42 U.S.C. ss. 12131 et seq.

2. Establish a written application process for requesting a reasonable accommodation for the establishment of a certified recovery residence, which application must be submitted to the appropriate local government office.

3. Require the local government to date-stamp each application upon receipt. If additional information is required, the local government must notify the applicant in writing within the first 30 days after receipt of the application and allow the applicant at least 30 days to respond.

4. Require the local government to issue a final written determination on the application within 60 days after receipt of a completed application. The determination must:

a. Approve the request in whole or in part, with or without conditions; or

b. Deny the request, stating with specificity the objective, evidence-based reasons for denial and identifying any deficiencies or actions necessary for reconsideration.

5. Provide that if a final written determination is not issued within 60 days after receipt of a completed application, the request is deemed approved unless the parties agree in writing to a reasonable extension of time.

6. Require that the application include, at a minimum:

a. The name and contact information of the applicant or the applicant's authorized representative;

b. The property address and parcel identification number; and

c. A description of the accommodation requested and the specific regulation or policy from which relief is sought.

(c) The ordinance may establish additional requirements for the review or approval of reasonable accommodation requests for establishing a certified recovery residence, provided such requirements are consistent with federal law and do not conflict with this subsection.

(d) The ordinance may not require public hearings beyond the minimum required by law to grant the requested accommodation.

(e) The ordinance may include provisions for the revocation of a granted accommodation of a certified recovery residence for cause, including, but not limited to, a violation of the conditions of approval or the lapse, revocation, or failure to maintain certification or licensure required under this section, if not reinstated within 180 days.

(f) The ordinance and establishment of a reasonable accommodation process does not relieve the local government from its obligations under the Fair Housing Amendments Act of 1988, 42 U.S.C. ss. 3601 et seq., and Title II of the Americans with Disabilities Act, 42 U.S.C. ss. 12131 et seq. The

regulation for which the applicant is seeking a reasonable accommodation must not facially discriminate against or otherwise disparately impact the applicant.

(16) The application of this section does not supersede any current or future declaration or declaration of condominium adopted pursuant to chapter 718; any cooperative document adopted pursuant to chapter 719; or any declaration or declaration of covenant adopted pursuant to chapter 720.

Section 2. Paragraph (c) of subsection (8) of section 397.4871, Florida Statutes, is amended to read:

397.4871 Recovery residence administrator certification.—

(8)

(c) Notwithstanding paragraph (b), a Level IV certified recovery residence operating as community housing as defined in s. 397.311(9), which residence is actively managed by a certified recovery residence administrator approved for 100 residents under this section and is wholly owned or controlled by a licensed service provider, may:

1. Actively manage up to 150 residents so long as the licensed service provider maintains a service provider personnel-to-patient ratio of 1 to 8 and maintains onsite supervision at the residence during times when residents are at the residence ~~24 hours a day, 7 days a week,~~ with a personnel-to-resident ratio of 1 to 10.

2. Actively manage up to 300 residents, so long as the licensed service provider maintains a service provider personnel-to-patient ratio of 1 to 8 and maintains onsite supervision at the residence during times when residents are at the residence with a personnel-to-resident ratio of 1 to 6.

A certified recovery residence administrator who has been removed by a certified recovery residence due to termination, resignation, or any other reason may not continue to actively manage more than 50 residents for another service provider or certified recovery residence without being approved by the credentialing entity.

Section 3. This act shall take effect July 1, 2025.

Approved by the Governor June 25, 2025.

Filed in Office Secretary of State June 25, 2025.

CHAPTER 2025-164

Committee Substitute for Committee Substitute for Committee Substitute for Senate Bill No. 784

An act relating to platting; amending s. 177.071, F.S.; requiring that certain plat or replat submittals be administratively approved with no further action by certain entities under certain circumstances; requiring the governing body of such county or municipality to designate an administrative authority to receive, review, and process plat or replat submittals; providing requirements for such designation; defining the term "administrative authority"; requiring the administrative authority to submit a certain notice to an applicant; providing requirements for such notice; requiring the administrative authority to approve, approve with conditions, or deny a plat or replat submittal in accordance with the timeframe in the initial written notice to the applicant; requiring the administrative authority to notify the applicant in writing if it declines to approve a plat or replat submittal; requiring that the written notification contain the reasons for denial and other information; prohibiting the administrative authority or other official, employee, agent, or designee from requesting or requiring that the applicant request an extension of time; amending s. 177.111, F.S.; conforming provisions to changes made by the act; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 177.071, Florida Statutes, is amended to read:

177.071 Administrative approval of plats ~~plat~~ by designated county or municipal official ~~governing bodies~~.—

(1)(a) A plat or replat submitted under this part must be administratively approved and no further action or approval by the governing body of a county or municipality is required if the plat or replat complies with the requirements of s. 177.091. The governing body of the county or municipality shall designate, by ordinance or resolution, an administrative authority to receive, review, and process the plat or replat submittal, including designating an administrative official responsible for approving, approving with conditions, or denying the proposed plat or replat.

(b) As used in this section, the term "administrative authority" means a department, division, or other agency of the county or municipality. For purposes of issuing a final administrative approval of a plat or replat submittal, the term also includes an administrative officer or employee designated by the governing body of a county or municipality, including but not limited to, a county administrator or manager, a city manager, a deputy county administrator or manager, a deputy city manager, an assistant county administrator or manager, an assistant city manager, or other high-ranking county or city department or division director with direct or indirect

oversight responsibility for the county's or municipality's land development, housing, utilities, or public works programs.

(2) Within 7 business days after receipt of a plat or replat submittal, the administrative authority shall provide written notice to the applicant acknowledging receipt of the plat or replat submittal and identifying any missing documents or information necessary to process the plat or replat submittal for compliance with s. 177.091. The written notice must also provide information regarding the plat or replat approval process, including requirements regarding the completeness of the process and applicable timeframes for reviewing, approving, and otherwise processing the plat or replat submittal.

(3) Unless the applicant requests an extension of time, the administrative authority shall approve, approve with conditions, or deny the plat or replat submittal within the timeframe identified in the written notice provided to the applicant under subsection (2). If the administrative authority does not approve the plat or replat, it must notify the applicant in writing of the reasons for declining to approve the submittal. The written notice must identify all areas of noncompliance and include specific citations to each requirement the plat or replat submittal fails to meet. The administrative authority, or an official, an employee, an agent, or a designee of the governing body, may not request or require the applicant to file a written extension of time.

(4)~~(1)~~ Before a plat or replat is offered for recording, it must be administratively approved as required by this section ~~by the appropriate governing body~~, and evidence of such approval must be placed on the plat or replat. If not approved, the governing body must return the plat or replat to the professional surveyor and mapper or the legal entity offering the plat or replat for recordation. For the purposes of this part:

(a) When the plat or replat 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 or replat.

(b) When a plat or replat lies wholly within the unincorporated areas of a county, the ~~governing body of the~~ county has exclusive jurisdiction to approve the plat or replat.

(c) When a plat or replat lies within the boundaries of more than one county, municipality, or both ~~governing body~~, two plats or replats must be prepared and each county or municipality ~~governing body~~ has exclusive jurisdiction to approve the plat or replat within its boundaries, unless each county or municipality with jurisdiction over the plat or replat agrees ~~the governing bodies having said jurisdiction agree~~ that one plat is mutually acceptable.

(5)~~(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.

Section 2. Section 177.111, Florida Statutes, is amended to read:

177.111 Instructions for filing plats ~~plat~~.—After the approval by the appropriate administrative authority ~~governing body~~ required by s. 177.071, the plat or replat must ~~shall~~ be recorded by the circuit court clerk or other recording officer upon submission thereto of such approved plat or replat. The circuit court clerk or other recording officer shall maintain in his or her office a book of the proper size for such papers so that they will ~~shall~~ not be folded, to be kept in the vault. A print or photographic copy must be filed in a similar book and kept in his or her office for the use of the public. The clerk shall make available to the public a full size copy of the record plat or replat at a reasonable fee.

Section 3. This act shall take effect July 1, 2025.

Approved by the Governor June 20, 2025.

Filed in Office Secretary of State June 20, 2025.

CHAPTER 2025-140

Committee Substitute for Committee Substitute for Committee Substitute for House Bill No. 683

An act relating to construction regulations; creating s. 125.572, F.S.; defining the term "synthetic turf"; requiring the Department of Environmental Protection to adopt minimum standards for the installation of synthetic turf on specified properties; requiring that the standards take into account specified factors; prohibiting local governments from adopting or enforcing any ordinance, resolution, order, rule, or policy that prohibits, or is enforced to prohibit, property owners from installing synthetic turf meeting certain standards on single-family residential property; prohibiting local governments from adopting or enforcing specified ordinances, resolutions, orders, rules, or policies that regulate synthetic turf which are inconsistent with specified standards; requiring the department to adopt rules; creating s. 218.755, F.S.; requiring local governmental entities to approve or deny certain price quotes and send written notice to contractors within a specified timeframe; requiring denial notices to specify alleged deficiencies and actions necessary to remedy such deficiencies; requiring certain payment to a contractor if a local governmental entity fails to provide such notice; prohibiting contracts from altering specified duties of a local governmental entity; amending s. 255.0992, F.S.; prohibiting the state or political subdivisions that contract for public works projects from penalizing or rewarding bidders for performing larger or smaller volumes of construction work for the state or political subdivisions; amending s. 399.035, F.S.; requiring only one support rail in an elevator car interior to meet certain specifications; amending s. 489.505, F.S.; revising the definition of the term "certified alarm system contractor"; amending s. 553.73, F.S.; providing an exemption from the Florida Building Code for systems or equipment located on property within a spaceport territory which is used for specified purposes; reenacting and amending s. 553.79, F.S.; prohibiting local governments from requiring copies of contracts and certain associated documents for the issuance of building permits or as a requirement for the submission of building permit applications; amending s. 553.791, F.S.; revising definitions; revising the conditions under which specified contractors may elect to use a private provider to provide inspection services; authorizing private providers to use automated or software-based plans review systems designed to make certain determinations; requiring local building officials to issue permits within a specified timeframe if such permit application is related to certain single-trade plans reviews; authorizing certain inspections to be performed in person or virtually; amending s. 497.271, F.S.; conforming a cross-reference; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 125.572, Florida Statutes, is created to read:

125.572 Regulation of synthetic turf.—

(1) As used in this section, the term "synthetic turf" means a manufactured product that resembles natural grass and is used as a surface for landscaping and recreational areas.

(2) The Department of Environmental Protection shall adopt minimum standards for the installation of synthetic turf on single-family residential properties 1 acre or less in size. The standards must take into account material type, color, permeability, stormwater management, potable water conservation, water quality, proximity to trees and other vegetation, and other factors impacting environmental conditions of adjacent properties.

(3) Upon the Department of Environmental Protection adopting rules pursuant to subsection (4), a local government may not:

(a) Adopt or enforce any ordinance, resolution, order, rule, or policy that prohibits, or is enforced to prohibit, a property owner from installing synthetic turf that complies with Department of Environmental Protection standards adopted pursuant to this section which apply to single-family residential property.

(b) Adopt or enforce any ordinance, resolution, order, rule, or policy that regulates synthetic turf which is inconsistent with the Department of Environmental Protection standards adopted pursuant to this section which apply to single-family residential property.

(4) The Department of Environmental Protection shall adopt rules to implement this section.

Section 2. Section 218.755, Florida Statutes, is created to read:

218.755 Prompt processing of change orders.—For any contract for construction services entered into on or after July 1, 2025, if a local governmental entity receives from its contractor a price quote for a change order requested or issued by the local governmental entity for construction services, and the price quote conforms to all statutory requirements and contractual requirements for the project, the local governmental entity must approve or deny the price quote and send written notice of that decision to the contractor within 35 days after receipt of such quote. A denial notice must specify the alleged deficiencies in the price quote and the actions necessary to remedy those deficiencies. If the local governmental entity fails to provide the contractor with a notice in compliance with this section, the change order and price quote are deemed approved, and the local governmental entity must pay the contractor the amount stated in the price quote upon the completion of the change order. A contract between a local governmental entity and a contractor may not alter the local governmental entity's duties under this section.

Section 3. Paragraph (d) is added to subsection (2) of section 255.0992, Florida Statutes, to read:

255.0992 Public works projects; prohibited governmental actions.—

(2) Except as required by federal or state law, the state or any political subdivision that contracts for a public works project may not take the following actions:

(d) When scoring or evaluating bids for a public works project, penalize a bidder for performing a larger volume of construction work for the state or political subdivision or reward a bidder for performing a smaller volume of construction work for the state or political subdivision.

Section 4. Paragraph (b) of subsection (1) of section 399.035, Florida Statutes, is amended to read:

399.035 Elevator accessibility requirements for the physically handicapped.—

(1) Each elevator, the installation of which is begun after October 1, 1990, must be made accessible to physically handicapped persons with the following requirements:

(b) Each elevator car interior must have a support rail on at least one wall. All support rails must be smooth and have no sharp edges and must not be more than 1 ½ inches thick or 2 ½ inches in diameter. At least one support rail ~~Support rails~~ must be continuous and a minimum length of 42 inches overall. The inside surface of support rails must be 1 ½ inches clear of the car wall. The distance from the top of the support rail to the finished car floor must be at least 31 inches and not more than 33 inches. Padded or tufted material or decorative materials such as wallpaper, vinyl, cloth, or the like may not be used on support rails.

Section 5. Subsection (7) of section 489.505, Florida Statutes, is amended to read:

489.505 Definitions.—As used in this part:

(7) "Certified alarm system contractor" means an alarm system contractor who possesses a certificate of competency issued by the department. The scope of certification is limited to alarm circuits originating in the alarm control panel and equipment governed by the applicable provisions of Articles 722, 725, 760, 770, 800, and 810 of the National Electrical Code, Current Edition, and National Fire Protection Association Standard 72, Current Edition. The scope of certification for alarm system contractors also includes the installation, repair, fabrication, erection, alteration, addition, or design of electrical wiring, fixtures, appliances, thermostats, apparatus, raceways, and conduit, or any part thereof not to exceed 98 volts (RMS), when those items are for the purpose of transmitting data or proprietary video (satellite systems that are not part of a community antenna television

or radio distribution system) or providing central vacuum capability, surveillance cameras, or electric locks; however, this provision governing the scope of certification does not create any mandatory licensure requirement.

Section 6. Paragraph (m) is added to subsection (10) of section 553.73, Florida Statutes, to read:

553.73 Florida Building Code.—

(10) The following buildings, structures, and facilities are exempt from the Florida Building Code as provided by law, and any further exemptions shall be as determined by the Legislature and provided by law:

(m) Any system or equipment, whether affixed or movable, which is located on property within a spaceport territory pursuant to s. 331.304 and which is used for the production, erection, alteration, modification, repair, launch, processing, recovery, transport, integration, fueling, conditioning, or equipping of a space launch vehicle, payload, or spacecraft.

With the exception of paragraphs (a), (b), (c), and (f), in order to preserve the health, safety, and welfare of the public, the Florida Building Commission may, by rule adopted pursuant to chapter 120, provide for exceptions to the broad categories of buildings exempted in this section, including exceptions for application of specific sections of the code or standards adopted therein. The Department of Agriculture and Consumer Services shall have exclusive authority to adopt by rule, pursuant to chapter 120, exceptions to nonresidential farm buildings exempted in paragraph (c) when reasonably necessary to preserve public health, safety, and welfare. The exceptions must be based upon specific criteria, such as under-roof floor area, aggregate electrical service capacity, HVAC system capacity, or other building requirements. Further, the commission may recommend to the Legislature additional categories of buildings, structures, or facilities which should be exempted from the Florida Building Code, to be provided by law. The Florida Building Code does not apply to temporary housing provided by the Department of Corrections to any prisoner in the state correctional system.

Section 7. Paragraph (f) of subsection (1) of section 553.79, Florida Statutes, is amended, and subsection (11) of that section is reenacted, to read:

553.79 Permits; applications; issuance; inspections.—

(1)

(f) A local government may not require a contract between a builder and an owner, any copies of such contract, or any associated document, including, but not limited to, letters of intent, material costs lists, labor costs, or overhead or profit statements, for the issuance of a building permit or as a requirement for the submission of a building permit application.

(11) Any state agency whose enabling legislation authorizes it to enforce provisions of the Florida Building Code may enter into an agreement with any other unit of government to delegate its responsibility to enforce those provisions and may expend public funds for permit and inspection fees, which fees may be no greater than the fees charged others. Inspection services that are not required to be performed by a state agency under a federal delegation of responsibility or by a state agency under the Florida Building Code must be performed under the alternative plans review and inspection process created in s. 553.791 or by a local governmental entity having authority to enforce the Florida Building Code.

Section 8. Paragraphs (l) and (q) of subsection (1) and subsections (5) through (8) of section 553.791, Florida Statutes, are amended to read:

553.791 Alternative plans review and inspection.—

(1) As used in this section, the term:

(l) "Permit application" means a properly completed and submitted application for the requested building or construction permit, including:

1. The plans reviewed by the private provider, or in the case of a single-trade plans review where a private provider uses an automated or software-based plans review system pursuant to subsection (6), the information reviewed by the automated or software-based plans review system to determine compliance with one or more applicable codes.

2. The affidavit from the private provider required under subsection (6).

3. Any applicable fees.

4. Any documents required by the local building official to determine that the fee owner has secured all other government approvals required by law.

(q) "Single-trade inspection" or "single-trade plans review" means any inspection or plans review focused on a single construction trade, such as plumbing, mechanical, or electrical. The term includes, but is not limited to, inspections or plans reviews of door or window replacements; fences and block walls more than 6 feet high from the top of the wall to the bottom of the footing; stucco or plastering; reroofing with no structural alteration; solar energy and energy storage installations or alterations; HVAC replacements; ductwork or fan replacements; alteration or installation of wiring, lighting, and service panels; water heater changeouts; sink replacements; and repiping.

(5) After construction has commenced and if either the local building official is unable to provide inspection services in a timely manner or the work subject to inspection is related to a single-trade inspection for a single-family or two-family dwelling, the fee owner or the fee owner's contractor may elect to use a private provider to provide inspection services by notifying

the local building official of the owner's or contractor's intention to do so by 2 p.m. local time, 2 business days before the next scheduled inspection using the notice provided for in paragraphs (4)(a)-(c).

(6) A private provider performing plans review under this section shall review the plans to determine compliance with the applicable codes. For single-trade plans reviews, a private provider may use an automated or software-based plans review system designed to determine compliance with one or more applicable codes, including, but not limited to, the National Electrical Code and the Florida Building Code. Upon determining that the plans reviewed comply with the applicable codes, the private provider shall prepare an affidavit or affidavits certifying, under oath, that the following is true and correct to the best of the private provider's knowledge and belief:

(a) The plans were reviewed by the affiant, who is duly authorized to perform plans review pursuant to this section and holds the appropriate license or certificate.

(b) The plans comply with the applicable codes.

Such affidavit may bear a written or electronic signature and may be submitted electronically to the local building official.

(7)(a) No more than 20 business days, or if the permit application is related to a single-trade plans review for a single-family or two-family dwelling, no more than 5 business days, after receipt of a permit application and the affidavit from the private provider required pursuant to subsection (6), the local building official shall issue the requested permit or provide a written notice to the permit applicant identifying the specific plan features that do not comply with the applicable codes, as well as the specific code chapters and sections. If the local building official does not provide a written notice of the plan deficiencies within the prescribed time ~~20-day~~ period, the permit application must ~~shall~~ be deemed approved as a matter of law, and the permit must ~~shall~~ be issued by the local building official on the next business day.

(b) If the local building official provides a written notice of plan deficiencies to the permit applicant within the prescribed time ~~20-day~~ period, the time ~~20-day~~ period is ~~shall be~~ tolled pending resolution of the matter. To resolve the plan deficiencies, the permit applicant may elect to dispute the deficiencies pursuant to subsection (15) or to submit revisions to correct the deficiencies.

(c) If the permit applicant submits revisions, the local building official has the remainder of the tolled time ~~20-day~~ period plus 5 business days after ~~from~~ the date of resubmittal to issue the requested permit or to provide a second written notice to the permit applicant stating which of the previously identified plan features remain in noncompliance with the applicable codes, with specific reference to the relevant code chapters and sections. Any subsequent review by the local building official is limited to the deficiencies

cited in the written notice. If the local building official does not provide the second written notice within the prescribed time period, the permit must ~~shall~~ be deemed approved as a matter of law, and the local building official must issue the permit on the next business day.

(d) If the local building official provides a second written notice of plan deficiencies to the permit applicant within the prescribed time period, the permit applicant may elect to dispute the deficiencies pursuant to subsection (15) or to submit additional revisions to correct the deficiencies. For all revisions submitted after the first revision, the local building official has an additional 5 business days after ~~from~~ the date of resubmittal to issue the requested permit or to provide a written notice to the permit applicant stating which of the previously identified plan features remain in noncompliance with the applicable codes, with specific reference to the relevant code chapters and sections.

(8) A private provider performing required inspections under this section shall inspect each phase of construction as required by the applicable codes. Such inspection, including a single-trade inspection, may be performed in person ~~in-person~~ or virtually. The private provider may have a duly authorized representative perform the required inspections, provided all required reports are prepared by and bear the written or electronic signature of the private provider or the private provider's duly authorized representative. The duly authorized representative must be an employee of the private provider entitled to receive reemployment assistance benefits under chapter 443. The contractor's contractual or legal obligations are not relieved by any action of the private provider.

Section 9. Subsection (3) of section 497.271, Florida Statutes, is amended to read:

497.271 Standards for construction and significant alteration or renovation of mausoleums and columbaria.—

(3) The licensing authority shall transmit the rules as adopted under subsection (2), ~~hereinafter~~ referred to as the "mausoleum standards," to the Florida Building Commission, which shall initiate rulemaking under chapter 120 to consider such mausoleum standards. If such mausoleum standards are not deemed acceptable, they must ~~shall~~ be returned by the Florida Building Commission to the licensing authority with details of changes needed to make them acceptable. If such mausoleum standards are acceptable, the Florida Building Commission must ~~shall~~ adopt a rule designating the mausoleum standards as an approved revision to the State Minimum Building Codes under part IV of chapter 553. When ~~so~~ designated by the Florida Building Commission, such mausoleum standards shall become a required element of the State Minimum Building Codes under s. 553.73(2)(a) ~~s. 553.73(2)~~ and shall be transmitted to each local enforcement agency, as defined in s. 553.71(5). Such local enforcement agency shall consider and inspect for compliance with such mausoleum standards as if they were part of the local building code, but shall have no

continuing duty to inspect after final approval of the construction pursuant to the local building code. Any further amendments to the mausoleum standards shall be accomplished by the same procedure. Such designated mausoleum standards, as from time to time amended, shall be a part of the State Minimum Building Codes under s. 553.73 until the adoption and effective date of a new statewide uniform minimum building code, which may supersede the mausoleum standards as provided by the law enacting the new statewide uniform minimum building code.

Section 10. This act shall take effect July 1, 2025.

Approved by the Governor June 13, 2025.

Filed in Office Secretary of State June 13, 2025.

CHAPTER 2025-190

Committee Substitute for
Committee Substitute for Senate Bill No. 180

An act relating to emergencies; amending s. 83.63, F.S.; requiring certain tenants to be given specified opportunities or notice; creating s. 163.31795, F.S.; defining the terms "cumulative substantial improvement period" and "local government"; prohibiting certain local governments from adopting ordinances for substantial improvements or repairs to a structure which include cumulative substantial improvement periods; amending s. 163.31801, F.S.; prohibiting certain entities from assessing impact fees for specified replacement structures; providing an exception; providing construction; amending s. 193.155, F.S.; revising the square footage limitations for certain changes, additions, and improvements to damaged property; amending s. 215.559, F.S.; removing a reference to a certain report; revising public hurricane shelter funding prioritization requirements for the Division of Emergency Management; amending s. 250.375, F.S.; authorizing certain servicemembers to provide medical care in specified circumstances; amending s. 252.35, F.S.; revising requirements for the state comprehensive emergency management plan; requiring such plan to include an update on the status of certain emergency management capabilities; requiring the division to collaborate with the Department of Health; revising responsibilities of the division; requiring the division to develop a certain template; revising the purpose of certain training programs; requiring the division to set the minimum number of training hours that specified individuals must complete biennially; authorizing such training to be provided by certain entities; requiring the division to conduct an annual hurricane readiness session in each region designated by the division for a specified purpose; requiring all county emergency management directors, and authorizing other county and municipal personnel, to attend such session; requiring that the session include specified topics and needs; removing a specified reporting requirement; amending s. 252.355, F.S.; authorizing the Department of Veterans' Affairs to provide certain information to specified clients or their caregivers; requiring the Florida Housing Finance Corporation to enter into memoranda of understanding with specified agencies for a certain purpose; providing that specified persons may use special needs shelters in certain circumstances; amending s. 252.3611, F.S.; directing specified entities to submit specified contracts and reports to the Legislature under specified conditions; requiring such contracts to be posted on a specified secure contract system; requiring the division to report annually to the Legislature specified information on expenditures relating to emergencies; providing requirements for such report; amending s. 252.363, F.S.; providing for the tolling and extension of certain determinations; providing for retroactive application; amending s. 252.365, F.S.; requiring agency heads to notify the Governor and the division of the person designated as the emergency coordination officer annually by a specified

date; amending s. 252.3655, F.S.; creating the natural hazards risks and mitigation interagency coordinating group; providing the purpose of the group; providing for the membership and administration of the group; requiring agency representatives to provide information relating to natural hazards to this state, agency resources, and efforts to address and mitigate risks and impacts of natural hazards; requiring the group to meet in person or by communications media technology at least quarterly for specified purposes; requiring specified agency heads to meet at least annually to strategize and prioritize state efforts; requiring the division, on behalf of the group, to prepare an annual progress report and submit such report to the Governor and Legislature; revising requirements for such report; amending s. 252.37, F.S.; requiring the division to notify the Legislature of its intent to accept or apply for federal funds under certain circumstances; requiring the division to take steps to maximize the availability and expedite the distribution of financial assistance from the Federal Government to state and local agencies; requiring that such steps include the standardization and streamlining of the application process for federal financial assistance and the provision of assistance to applicants for a specified purpose; requiring the division to use certain federal funds to implement such requirements; amending s. 252.373, F.S.; conforming a cross-reference; amending s. 252.38, F.S.; requiring political subdivisions to annually provide specified notification to the division before a specified date; creating s. 252.381, F.S.; requiring counties and municipalities to post certain information on their websites; requiring counties and municipalities to develop a poststorm permitting plan; providing requirements for such plan; requiring counties and municipalities to update such plan by a specified date annually; requiring counties and municipalities to publish on their websites a specified storm recovery guide by a specified date annually; providing requirements for such guide; requiring certain counties and municipalities to publish on their websites updates to such guide as soon as practicable following a storm; prohibiting certain counties and municipalities from increasing building permit or inspection fees within a specified timeframe; requiring counties and municipalities to allow individuals to receive certain letters electronically on or before a specified date; requiring certain counties and municipalities to use their best efforts to open a permitting office for a minimum number of hours per week; amending s. 252.385, F.S.; revising reporting requirements for the division; revising requirements for a specified list; requiring the Department of Health and the Agency for Persons with Disabilities to assist the division with certain determinations; creating s. 252.422, F.S.; defining the term "impacted local government"; prohibiting impacted local governments from proposing or adopting certain moratoriums, amendments, or procedures for a specified timeframe; authorizing the enforcement of certain amendments, plans, permits, and orders under certain circumstances; authorizing any person to file suit to enforce specified provisions; authorizing counties and municipalities to request a specified determination by a court; prohibiting counties and municipalities from taking certain actions until the court has issued a preliminary or final judgment; requiring plaintiffs to provide certain notification before filing

suit; requiring impacted local governments to take certain actions upon receipt of such notification or a suit may be filed; providing for reasonable attorney fees and costs; authorizing the use of a certain summary procedure; requiring the court to advance the cause on the calendar; requiring the Office of Program Policy Analysis and Government Accountability to conduct a study on certain local government actions after hurricanes; specifying requirements for the study and legislative recommendations; requiring the office to submit a report to the Legislature by a specified date; creating s. 252.505, F.S.; requiring that certain contracts include a specified provision; defining the term "emergency recovery period"; amending s. 373.423, F.S.; requiring the Department of Environmental Protection to submit a Flood Inventory and Restoration Report to the division by a specified date; requiring the department to work with specified entities to compile information for the report; providing specifications for the report; requiring the owner of certain infrastructure to submit certain information to the department; requiring the department to review and update the report biannually; requiring the department to submit an updated report to the division by a specified date; amending s. 380.0552, F.S.; revising the maximum evacuation clearance time for permanent residents of the Florida Keys Area, which time is an element for which amendments to local comprehensive plans in the Florida Keys Area must be reviewed for compliance; requiring the Department of Commerce to conduct baseline modeling scenarios and gather data to determine the number of building permit allocations for distribution in the Florida Keys Area; requiring that such allocations be distributed in a specified manner and over a specified timeframe; prohibiting such allocations from exceeding a specified number; requiring that permits be issued for certain parcels and the distribution of such permits prioritize specified allocations; amending s. 400.063, F.S.; conforming a cross-reference; amending s. 403.7071, F.S.; providing that local governments are authorized and encouraged to add certain addendums to certain contracts and agreements; requiring counties and municipalities to apply to the department for authorization to designate at least one debris management site; authorizing municipalities to apply jointly with a county or adjacent municipality for authorization of a debris management site if such entities approve a memorandum of understanding; providing requirements for such memorandum; creating s. 489.1132, F.S.; providing definitions; requiring a hurricane preparedness plan to be available for inspection at certain worksites; requiring certain equipment to be secured in a specified manner no later than 24 hours before the impacts of a hurricane are anticipated to begin; providing penalties; requiring the Florida Building Commission to establish specified best practices and report findings to the Legislature by a specified date; amending s. 553.902, F.S.; revising the definition of the term "renovated building"; requiring the division to consult with specified entities to develop certain recommendations and provide a report to the Legislature by a specified date; prohibiting certain counties from proposing or adopting certain moratoriums, amendments, or procedures for a specified timeframe; declaring that such moratoriums, amendments, or procedures are null and void;

providing for retroactive application; authorizing the enforcement of certain amendments, plans, permits, and orders under certain circumstances; authorizing certain residents and business owners to bring a civil action for declaratory and injunctive relief against a county or municipality that violates specified provisions; providing for reasonable attorney fees and costs under specified circumstances; providing for future expiration; providing a directive to the Division of Law Revision; providing effective dates.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 83.63, Florida Statutes, is amended to read:

83.63 Casualty damage.—If the premises are damaged or destroyed other than by the wrongful or negligent acts of the tenant so that the enjoyment of the premises is substantially impaired:~~,~~

(1) The tenant may terminate the rental agreement and immediately vacate the premises. The tenant may vacate the part of the premises rendered unusable by the casualty, in which case the tenant's liability for rent shall be reduced by the fair rental value of that part of the premises damaged or destroyed. If the rental agreement is terminated, the landlord shall comply with s. 83.49(3).

(2) The tenant must be given:

(a) The opportunity to collect his or her belongings from the premises when it is safe to do so; or

(b) Notice of the date by which the tenant will be able to collect his or her belongings from the premises, which must occur within a reasonable time.

Section 2. Section 163.31795, Florida Statutes, is created to read:

163.31795 Participation in the National Flood Insurance Program.—

(1) For purposes of this section, the term:

(a) "Cumulative substantial improvement period" means the period during which an aggregate of improvements or repairs are considered for purposes of determining substantial improvement as defined in s. 161.54(12).

(b) "Local government" has the same meaning as in s. 163.2514.

(2) A local government that is participating in the National Flood Insurance Program may not adopt or enforce an ordinance for substantial improvements or repairs to a structure which includes a cumulative substantial improvement period.

Section 3. Subsection (14) is added to section 163.31801, Florida Statutes, to read:

163.31801 Impact fees; short title; intent; minimum requirements; audits; challenges.—

(14) A local government, school district, or special district may not assess an impact fee for the reconstruction or replacement of a previously existing structure if the replacement structure is of the same land use as the original structure and does not increase the impact on public facilities beyond that of the original structure. However, if the replacement structure increases the demand on public facilities due to a significant increase in size, intensity, or capacity of use, a local government, school district, or special district may assess an impact fee in an amount proportional to the difference in the demand between the replacement structure and the original structure. Any such fee must be reasonably connected to, or have a rational nexus with, the need for additional capital facilities and the increased impact generated by the reconstruction or replacement of a previously existing structure.

Section 4. Paragraph (b) of subsection (4) of section 193.155, Florida Statutes, is amended to read:

193.155 Homestead assessments.—Homestead property shall be assessed at just value as of January 1, 1994. Property receiving the homestead exemption after January 1, 1994, shall be assessed at just value as of January 1 of the year in which the property receives the exemption unless the provisions of subsection (8) apply.

(4)

(b)1. Changes, additions, or improvements that replace all or a portion of homestead property, including ancillary improvements, damaged or destroyed by misfortune or calamity shall be assessed upon substantial completion as provided in this paragraph. Such assessment must be calculated using the homestead property's assessed value as of the January 1 immediately before the date on which the damage or destruction was sustained, subject to the assessment limitations in subsections (1) and (2), when:

a. The square footage of the homestead property as changed or improved does not exceed 130 ~~110~~ percent of the square footage of the homestead property before the damage or destruction; or

b. The total square footage of the homestead property as changed or improved does not exceed 2,000 ~~1,500~~ square feet.

2. The homestead property's assessed value must be increased by the just value of that portion of the changed or improved homestead property which is in excess of 130 ~~110~~ percent of the square footage of the homestead property before the damage or destruction or of that portion exceeding 2,000 ~~1,500~~ square feet.

3. Homestead property damaged or destroyed by misfortune or calamity which, after being changed or improved, has a square footage of less than 100 percent of the homestead property's total square footage before the damage or destruction shall be assessed pursuant to subsection (5).

4. Changes, additions, or improvements assessed pursuant to this paragraph must be reassessed pursuant to subsection (1) in subsequent years. This paragraph applies to changes, additions, or improvements commenced within 5 years after the January 1 following the damage or destruction of the homestead.

Section 5. Paragraph (b) of subsection (1) of section 215.559, Florida Statutes, is amended to read:

215.559 Hurricane Loss Mitigation Program.—A Hurricane Loss Mitigation Program is established in the Division of Emergency Management.

(1) The Legislature shall annually appropriate $10 million of the moneys authorized for appropriation under s. 215.555(7)(c) from the Florida Hurricane Catastrophe Fund to the division for the purposes set forth in this section. Of the amount:

(b) Three million dollars in funds shall be used to construct or retrofit facilities used as public hurricane shelters. Each year the division shall prioritize the use of these funds for projects included in the annual report ~~of the Shelter Development Report~~ prepared in accordance with s. 252.385(3). The division shall ~~must~~ give funding priority to projects located in counties ~~regional planning council regions~~ that have shelter deficits, projects that are publicly owned, other than schools, and ~~to~~ projects that maximize the use of state funds.

Section 6. Section 250.375, Florida Statutes, is amended to read:

250.375 Medical officer authorization.—A servicemember trained to provide medical care who is serving under the direction of the Florida National Guard State Surgeon and is assigned to a military duty position and authorized by the Florida National Guard to provide medical care within the scope of the servicemember's professional licensure by virtue of such duty position may provide such medical care to military personnel and civilians within this state ~~physician who holds an active license to practice medicine in any state, a United States territory, or the District of Columbia,~~ while serving ~~as a medical officer~~ with or in support of the Florida National Guard, pursuant to federal or state orders, ~~may practice medicine on military personnel or civilians~~ during an emergency or declared disaster ~~or during federal military training~~.

Section 7. Paragraphs (y) through (dd) of subsection (2) of section 252.35, Florida Statutes, are redesignated as paragraphs (x) through (cc), respectively, paragraphs (a), (c), and (n) and present paragraph (x) of that

subsection are amended, and a new paragraph (dd) is added to that subsection, to read:

252.35 Emergency management powers; Division of Emergency Management.—

(2) The division is responsible for carrying out the provisions of ss. 252.31-252.90. In performing its duties, the division shall:

(a) Prepare a state comprehensive emergency management plan, which must ~~shall~~ be integrated into and coordinated with the emergency management plans and programs of the Federal Government. The division shall adopt the plan as a rule in accordance with chapter 120. The plan must be implemented by a continuous, integrated comprehensive emergency management program. The plan must contain provisions to ensure that the state is prepared for emergencies and minor, major, and catastrophic disasters, and the division shall work closely with local governments and agencies and organizations with emergency management responsibilities in preparing and maintaining the plan. The state comprehensive emergency management plan must be operations oriented and:

1. Include an evacuation component that includes specific regional and interregional planning provisions and promotes intergovernmental coordination of evacuation activities. This component must, at a minimum: contain guidelines for lifting tolls on state highways; ensure coordination pertaining to evacuees crossing county lines; set forth procedures for directing people caught on evacuation routes to safe shelter; establish strategies for ensuring sufficient, reasonably priced fueling locations along evacuation routes; and establish policies and strategies for emergency medical evacuations.

2. Include a shelter component that includes specific regional and interregional planning provisions and promotes coordination of shelter activities between the public, private, and nonprofit sectors. This component must, at a minimum: contain strategies to ensure the availability of adequate public shelter space in each county ~~region of the state~~; establish strategies for refuge-of-last-resort programs; provide strategies to assist local emergency management efforts to ensure that adequate staffing plans exist for all shelters, including medical and security personnel; provide for a postdisaster communications system for public shelters; establish model shelter guidelines for operations, registration, inventory, power generation capability, information management, and staffing; and set forth policy guidance for sheltering people with special needs.

3. Include a postdisaster response and recovery component that includes specific regional and interregional planning provisions and promotes intergovernmental coordination of postdisaster response and recovery activities. This component must provide for postdisaster response and recovery strategies according to whether a disaster is minor, major, or catastrophic. The postdisaster response and recovery component must, at a minimum: establish the structure of the state's postdisaster response and

recovery organization; establish procedures for activating the state's plan; set forth policies used to guide postdisaster response and recovery activities; describe the chain of command during the postdisaster response and recovery period; describe initial and continuous postdisaster response and recovery actions; identify the roles and responsibilities of each involved agency and organization; provide for a comprehensive communications plan; establish procedures for coordinating and monitoring statewide mutual aid agreements reimbursable under federal public disaster assistance programs; provide for rapid impact assessment teams; ensure the availability of an effective statewide urban search and rescue program coordinated with the fire services; ensure the existence of a comprehensive statewide medical care and relief plan administered by the Department of Health; and establish systems for coordinating volunteers and accepting and distributing donated funds and goods.

4. Include additional provisions addressing aspects of preparedness, response, recovery, and mitigation as determined necessary by the division.

5. Address the need for coordinated and expeditious deployment of state resources, including the Florida National Guard. In the case of an imminent major disaster, procedures should address predeployment of the Florida National Guard, and, in the case of an imminent catastrophic disaster, procedures should address predeployment of the Florida National Guard and the United States Armed Forces.

6. Establish a system of communications and warning to ensure that the state's population and emergency management agencies are warned of developing emergency situations, including public health emergencies, and can communicate emergency response decisions.

7. Establish guidelines and schedules for annual exercises that evaluate the ability of the state and its political subdivisions to respond to minor, major, and catastrophic disasters and support local emergency management agencies. Such exercises shall be coordinated with local governments and, to the extent possible, the Federal Government.

8. Assign lead and support responsibilities to state agencies and personnel for emergency support functions and other support activities.

9. Include the public health emergency plan developed by the Department of Health pursuant to s. 381.00315.

10. Include an update on the status of the emergency management capabilities of the state and its political subdivisions. The update must include the emergency management capabilities related to public health emergencies, as determined in collaboration with the Department of Health.

The complete state comprehensive emergency management plan must be submitted to the President of the Senate, the Speaker of the House of

Representatives, and the Governor on February 1 of every even-numbered year.

(c) Assist political subdivisions in preparing and maintaining emergency management plans. Such assistance must include the development of a template for comprehensive emergency management plans, including plans for natural disasters, and guidance on the development of mutual aid agreements.

(n) Implement training programs to maintain this state's status as a national leader in emergency management and improve the ability of state and local emergency management personnel to prepare and implement emergency management plans and programs. This must ~~shall~~ include a continuous training program for agencies and individuals who ~~that~~ will be called on to perform key roles in state and local postdisaster response and recovery efforts and for local government personnel on federal and state postdisaster response and recovery strategies and procedures. The division shall specify requirements for the minimum number of training hours that county or municipal administrators, county or city managers, county or municipal emergency management directors, and county or municipal public works directors or other officials responsible for the construction and maintenance of public infrastructure must complete biennially in addition to the training required pursuant to s. 252.38(1)(b). Such training may be provided by the division or, for county personnel, by a foundation that is a not-for-profit corporation under s. 501(c)(3) of the Internal Revenue Code and has a governing board that includes in its membership county commissioners and professional county staff. If training is provided by a foundation, such training must be approved by the division.

~~(x) Report biennially to the President of the Senate, the Speaker of the House of Representatives, the Chief Justice of the Supreme Court, and the Governor, no later than February 1 of every odd-numbered year, the status of the emergency management capabilities of the state and its political subdivisions. This report must include the emergency management capabilities related to public health emergencies, as determined in collaboration with the Department of Health.~~

(dd) Conduct, by April 1 of each year, an annual hurricane readiness session in each region designated by the division to facilitate coordination between all emergency management stakeholders. Each county emergency management director or his or her designee shall, and other county and municipal personnel may, attend the session for his or her region. A session must include, but is not limited to, guidance on timelines for preparation and response, information on state and federal postdisaster resources and assistance, guidance to promote efficient and expedited rebuilding of the community after a hurricane, best practices for coordination and communication among entities engaged in postdisaster response and recovery, and discussion of any outstanding county or municipal preparedness or readiness needs.

Section 8. Subsection (4) of section 252.355, Florida Statutes, is renumbered as subsection (5), paragraph (b) of subsection (2) is amended, and a new subsection (4) is added to that section, to read:

252.355 Registry of persons with special needs; notice; registration program.—

(2) In order to ensure that all persons with special needs may register, the division shall develop and maintain a special needs shelter registration program. During a public health emergency in which physical distancing is necessary, as determined by the State Health Officer, the division must maintain information on special needs shelter options that mitigate the threat of the spread of infectious diseases.

(b) To assist in identifying persons with special needs, home health agencies, hospices, nurse registries, home medical equipment providers, the Department of Veterans' Affairs, the Department of Children and Families, the Department of Health, the Agency for Health Care Administration, the Department of Education, the Agency for Persons with Disabilities, the Department of Elderly Affairs, and memory disorder clinics shall, and any physician licensed under chapter 458 or chapter 459 and any pharmacy licensed under chapter 465 may, annually provide registration information to all of their special needs clients or their caregivers. The Florida Housing Finance Corporation shall enter into memoranda of understanding with the Department of Elderly Affairs and with the Agency for Persons with Disabilities to ensure special needs registration information is provided to residents of low-income senior independent living properties and independent living properties for persons with intellectual or developmental disabilities funded by the Florida Housing Finance Corporation, respectively. The division shall develop a brochure that provides information regarding special needs shelter registration procedures. The brochure must be easily accessible on the division's website. All appropriate agencies and community-based service providers, including aging and disability resource centers, memory disorder clinics, home health care providers, hospices, nurse registries, and home medical equipment providers, shall, and any physician licensed under chapter 458 or chapter 459 may, assist emergency management agencies by annually registering persons with special needs for special needs shelters, collecting registration information for persons with special needs as part of the program intake process, and establishing programs to educate clients about the registration process and disaster preparedness safety procedures. A client of a state-funded or federally funded service program who has a physical, mental, or cognitive impairment or sensory disability and who needs assistance in evacuating, or when in a shelter, must register as a person with special needs. The registration program shall give persons with special needs the option of preauthorizing emergency response personnel to enter their homes during search and rescue operations if necessary to ensure their safety and welfare following disasters.

(4) The caregiver of a person with special needs who is eligible for admission to a special needs shelter, and all persons for whom he or she is the caregiver, shall be allowed to shelter together in the special needs shelter. If a person with special needs is responsible for the care of persons without special needs, those persons shall be allowed to use the special needs shelter with the person with special needs.

Section 9. Effective January 1, 2026, subsection (2) of section 252.3611, Florida Statutes, is amended, and subsection (5) is added to that section, to read:

252.3611 Transparency; audits.—

(2) If ~~When~~ the duration of a declaration of a state of ~~an~~ emergency issued by the Governor exceeds 90 days:

(a)1. The Executive Office of the Governor or the appropriate agency, within 72 hours after ~~of~~ executing a contract executed with moneys authorized for expenditure to support the response to the declared state of emergency, must ~~the Executive Office of the Governor or the appropriate agency shall~~ submit a copy of such contract to the Legislature. For contracts executed during the first 90 days of the declared state of emergency, the Executive Office of the Governor or the appropriate agency shall submit a copy to the Legislature within the first 120 days of the declared state of emergency.

2. All contracts executed to support the response to a declared state of emergency, including contracts executed before a declared state of emergency to secure resources or services in advance or anticipation of an emergency, must be posted on the secure contract tracking system required under s. 215.985(14).

(b) The Executive Office of the Governor or the appropriate agency shall submit monthly reports to the Legislature of all state expenditures, revenues received, and funds transferred by an agency during the previous month to support the declared state of emergency.

(5) Annually, by January 15, the division shall report to the President of the Senate, the Speaker of the House of Representatives, and the chairs of the appropriations committee of each house of the Legislature on expenditures related to emergencies incurred over the year from November 1 of the previous year. The report must include:

(a) A separate summary of each emergency event, whether complete or ongoing, and key actions taken by the division.

(b) Details of expenditures, separated by emergency event and agency, for preparing for, responding to, or recovering from the event. The report must specify detailed expenditures for the entire report time period; specify total expenditures for the event; and indicate amounts that are being or are anticipated to be reimbursed by the Federal Emergency Management

Agency or other federal entity, amounts ineligible for reimbursement, and any amounts deobligated by the Federal Emergency Management Agency or other federal entity for reimbursement. The division shall review expenditures by state agencies to ensure that efforts, purchases, contracts, or expenditures are not duplicated.

(c) An accounting of all inventory and assets purchased, separated by emergency event and agency, for preparing for, responding to, or recovering from the event, including motor vehicles, boats, computers, and other equipment, and the current status of such assets, including divestment, sale, or donation by the state. The report must include a detailed accounting for the entire report time period and specify a total for the event.

Section 10. Paragraph (a) of subsection (1) of section 252.363, Florida Statutes, is amended to read:

252.363 Tolling and extension of permits and other authorizations.—

(1)(a) The declaration of a state of emergency issued by the Governor for a natural emergency tolls the period remaining to exercise the rights under a permit or other authorization for the duration of the emergency declaration. Further, the emergency declaration extends the period remaining to exercise the rights under a permit or other authorization for 24 months in addition to the tolled period. The extended period to exercise the rights under a permit or other authorization may not exceed 48 months in total in the event of multiple natural emergencies for which the Governor declares a state of emergency. The tolling and extension of permits and other authorizations under this paragraph shall apply retroactively to September 28, 2022, except in the case of the formal determination of the delineation of the extent of wetlands under s. 373.421, in which case tolling and extension of determinations under this paragraph shall apply retroactively to January 1, 2023. This paragraph applies to the following:

1. The expiration of a development order issued by a local government.

2. The expiration of a building permit.

3. The expiration of a permit issued by the Department of Environmental Protection or a water management district pursuant to part IV of chapter 373.

4. Permits issued by the Department of Environmental Protection or a water management district pursuant to part II of chapter 373 for land subject to a development agreement under ss. 163.3220-163.3243 in which the permittee and the developer are the same or a related entity.

5. The buildout date of a development of regional impact, including any extension of a buildout date that was previously granted as specified in s. 380.06(7)(c).

6. The expiration of a development permit or development agreement authorized by Florida Statutes, including those authorized under the Florida Local Government Development Agreement Act, or issued by a local government or other governmental agency.

7. The formal determination of the delineation of the extent of wetlands under s. 373.421.

Section 11. Subsection (4) of section 252.365, Florida Statutes, is amended to read:

252.365 Emergency coordination officers; disaster-preparedness plans.

(4) On or before May 1 of each year, the head of each agency shall notify the Governor and the division in writing of the person initially designated as the emergency coordination officer for such agency and her or his alternate and of any changes in persons so designated thereafter.

Section 12. Section 252.3655, Florida Statutes, is amended to read:

252.3655 Natural hazards risks and mitigation interagency coordinating group ~~workgroup~~.—

(1)(a) An interagency coordinating group ~~workgroup~~ is created for the purpose of sharing information on the current and potential risks and impacts of natural hazards throughout this ~~the~~ state, coordinating the ongoing efforts of state agencies in addressing and mitigating the risks and impacts of natural hazards, and collaborating on statewide initiatives to address and mitigate the risks and impacts of natural hazards. As used in this section, the term "natural hazards" includes, but is not limited to, extreme heat, drought, wildfire, sea-level change, high tides, storm surge, saltwater intrusion, stormwater runoff, flash floods, inland flooding, and coastal flooding.

(b) The agency head, or his or her designated senior manager, from each of the following agencies shall serve on the coordinating group:

1. Chief Resilience Officer of the Statewide Office of Resilience.

2. Department of Agriculture and Consumer Services.

3. Department of Commerce.

4. Department of Environmental Protection.

5. Department of Financial Services.

6. Department of Law Enforcement.

7. Department of Highway Safety and Motor Vehicles.

8. Department of Military Affairs.

9. Division of Emergency Management.

10. Department of Transportation.

11. Fish and Wildlife Conservation Commission.

12. Office of Insurance Regulation.

13. Public Service Commission.

14. Each water management district ~~Each agency within the executive branch of state government, each water management district, and the Florida Public Service Commission shall select from within such agency a person to be designated as the agency liaison to the workgroup~~.

(c) The director of the Division of Emergency Management, or his or her designee, shall serve as the administrator ~~liaison to and coordinator~~ of the coordinating group ~~workgroup~~.

(d) Each agency representative ~~liaison~~ shall provide information from his or her respective agency, including all relevant reports, on the current and potential risks and impacts of natural hazards to this state ~~to his or her agency~~, agency resources available, and efforts made by the agency to address and mitigate the risks and impacts of ~~against~~ natural hazards~~, and efforts made by the agency to address the impacts of natural hazards~~.

(e)1. The coordinating group ~~workgroup~~ shall meet in person or by means of communications media technology as provided in s. 120.54(5)(b)2. at least ~~teleconference on a~~ quarterly ~~basis~~ to share information, leverage agency resources, coordinate ongoing efforts, and provide information for inclusion in the annual progress report submitted pursuant to subsection (2). Agency heads for the agencies listed in paragraph (b) shall meet in person at least annually to collectively strategize and prioritize state efforts.

2. Information regarding the coordinating group, including meeting agendas and reports, must be posted in a conspicuous location on the division's website.

(2)(a) On behalf of the coordinating group ~~workgroup~~, the division ~~of Emergency Management~~ shall prepare an annual progress report on the implementation of the state's hazard mitigation plan, developed and submitted in accordance with 42 U.S.C. s. 5165 and any implementing regulations, as it relates to natural hazards. At a minimum, the annual progress report must:

1. Assess each agency's ~~the relevance, level, and significance of current agency~~ efforts to address and mitigate the risks and impacts of natural hazards; ~~and~~

2. Strategize and prioritize ongoing efforts to address and mitigate the risks and impacts of natural hazards;

3. Provide recommendations regarding statutory changes and funding that may assist in addressing or mitigating the risks and impacts of natural hazards; and

4. Provide recommendations for state and local natural hazard mitigation strategies.

(b) ~~Each liaison is responsible for ensuring that the workgroup's annual progress report is posted on his or her agency's website.~~

~~(c)~~ By January 1 of each year, ~~2019, and each year thereafter,~~ the division on behalf of the coordinating group ~~workgroup~~ shall submit the annual progress report to the Governor, the President of the Senate, and the Speaker of the House of Representatives.

Section 13. Paragraphs (c) and (d) of subsection (5) of section 252.37, Florida Statutes, are redesignated as paragraphs (d) and (e), respectively, a new paragraph (c) is added to that subsection, and subsection (7) is added to that section, to read:

252.37 Financing.—

(5) Unless otherwise specified in the General Appropriations Act:

(c) If the division intends to accept or apply for federal funds for a division-administered program that is new, that will be implemented in a manner that is innovative or significantly different from the manner in which the program is typically administered, or that will require a state match for which the division will be required to seek new budget authority, the division must notify the Legislature of its intent to accept or apply for the federal funds. The notice must detail the federal program under which the funds will be accepted or applied for, the intended purpose and use of the funds, and the amount of funds, including the estimated state match.

(7) The division shall take steps to maximize the availability and expedite the distribution of financial assistance from the Federal Government to state and local agencies. Such steps must include the standardization and streamlining of the application process for financial assistance through the federal Public Assistance Program and provision of assistance to applicants in order to mitigate the risk of noncompliance with federal program requirements. The division shall use federal funds allocated as management costs or other funds as appropriated to implement this subsection.

Section 14. Paragraph (a) of subsection (2) of section 252.373, Florida Statutes, is amended to read:

252.373 Allocation of funds; rules.—

(2) The division shall allocate funds from the Emergency Management, Preparedness, and Assistance Trust Fund to local emergency management

agencies and programs pursuant to criteria specified in rule. Such rules shall include, but are not limited to:

(a) Requiring that, at a minimum, a local emergency management agency either:

1. Have a program director who works at least 40 hours a week in that capacity; or

2. If the county has fewer than 75,000 population or is party to an interjurisdictional emergency management agreement entered into pursuant to s. 252.38(3)(c) ~~s. 252.38(3)(b)~~, that is recognized by the Governor by executive order or rule, have an emergency management coordinator who works at least 20 hours a week in that capacity.

Section 15. Paragraphs (a) and (b) of subsection (3) of section 252.38, Florida Statutes, are redesignated as paragraphs (b) and (c), respectively, a new paragraph (a) is added to that subsection, and paragraph (a) of subsection (1) is amended, to read:

252.38 Emergency management powers of political subdivisions.—Safeguarding the life and property of its citizens is an innate responsibility of the governing body of each political subdivision of the state.

(1) COUNTIES.—

(a) In order to provide effective and orderly governmental control and coordination of emergency operations in emergencies within the scope of ss. 252.31-252.90, each county within this state shall be within the jurisdiction of, and served by, the division. Except as otherwise provided in ss. 252.31-252.90, each local emergency management agency shall have jurisdiction over and serve an entire county. Unless part of an interjurisdictional emergency management agreement entered into pursuant to paragraph (3)(c) ~~(3)(b)~~ which is recognized by the Governor by executive order or rule, each county must establish and maintain such an emergency management agency and shall develop a county emergency management plan and program that is coordinated and consistent with the state comprehensive emergency management plan and program. Counties that are part of an interjurisdictional emergency management agreement entered into pursuant to paragraph (3)(c) ~~(3)(b)~~ which is recognized by the Governor by executive order or rule shall cooperatively develop an emergency management plan and program that is coordinated and consistent with the state comprehensive emergency management plan and program.

(3) EMERGENCY MANAGEMENT POWERS; POLITICAL SUBDIVISIONS.—

(a) Each political subdivision shall notify the division on or before May 1 each year of the person designated as the emergency contact for the political subdivision and his or her alternate and of any changes in persons so

designated thereafter. For a county, the emergency contact must be the county emergency management director.

Section 16. Section 252.381, Florida Statutes, is created to read:

252.381 Information related to natural emergencies; poststorm county and municipal permitting; operations.—

(1) Each county and municipality must post on its publicly accessible website:

(a) A frequently asked questions web page related to natural emergency response, emergency preparedness, and public relief for residents following an emergency. The web page must answer questions concerning resident evacuations; safety tips; generator, food and drinking water, and wastewater and stormwater safety; damage assessment; debris cleanup; accessing assistance through the Federal Emergency Management Agency and this state; building recovery; natural emergency guidance; applicable laws; and what to do before, during, and after an emergency.

(b) A disaster supply list and a list of emergency shelters.

(c) Links to information about flood zones.

(d) A checklist for residents explaining next steps to take during postdisaster recovery.

(e) Information specific to persons with disabilities, including, but not limited to, guidelines for special needs shelter registration; an explanation of how to register for special needs shelters and where to obtain assistance with that process; guidelines as to the level of care that is or is not provided at a special needs shelter as well as situations when either a general population shelter or hospital should be considered; and any other postdisaster assistance or resources available to affected persons with disabilities impacted by a disaster.

(2)(a) Each county and municipality shall develop a poststorm permitting plan to expedite recovery and rebuilding by providing for special building permit and inspection procedures after a hurricane or tropical storm. The plan must, at a minimum:

1. Ensure sufficient personnel are prepared and available to expeditiously manage postdisaster building inspection, permitting, and enforcement tasks. The plan must anticipate conditions that would necessitate supplemental personnel for such tasks and address methods for fulfilling such personnel needs, including through mutual aid agreements as authorized in s. 252.40, other arrangements, such as those with private sector contractors, or supplemental state or federal funding. The plan must include training requirements and protocols for supplemental personnel to ensure compliance with local floodplain management requirements that apply within the county or municipality.

2. Account for multiple or alternate locations where building permit services may be offered in person to the public following a hurricane or tropical storm during regular business hours.

3. Specify a protocol to expedite permitting procedures and, if practicable, for the waiver or reduction of applicable fees in accordance with and in addition to the procedures and waivers provided for under s. 553.7922. The plan must identify the types of permits that are frequently requested following a hurricane or tropical storm and methods to expedite the processing of such permits.

4. Specify procedures and resources necessary to promote expeditious debris removal following a hurricane or tropical storm.

(b) Each county and municipality shall update the plan no later than May 1 annually.

(3)(a) By May 1 annually, each county and municipality shall publish on its website a hurricane and tropical storm recovery permitting guide for residential and commercial property owners. The guide must describe:

1. The types of poststorm repairs that require a permit and applicable fees.

2. The types of poststorm repairs that do not require a permit.

3. The poststorm permit application process and specific modifications the county or municipality commonly makes to expedite the process, including the physical locations where permitting services will be offered.

4. Local requirements for rebuilding specific to the county or municipality, including elevation requirements following substantial damage and substantial improvement pursuant to the National Flood Insurance Program (NFIP) and any local amendments to the building code.

(b) As soon as practicable following a hurricane or tropical storm, a county or municipality within the area for which a state of emergency pursuant to s. 252.36 for such hurricane or tropical storm is declared shall publish updates on its website to the information required under paragraph (a) which are specific to such storm, including any permitting fee waivers or reductions.

(4) For 180 days after a state of emergency is declared pursuant to s. 252.36 for a hurricane or tropical storm, a county or municipality within the area for which the state of emergency is declared may not increase building permit or inspection fees.

(5) On or before May 1, 2026, each county and municipality must provide an online option for receiving, reviewing, and accessing substantial damage and substantial improvement letters. The county or municipality must allow

homeowners to provide an e-mail address where they can receive digital copies of such letters.

(6) As soon as reasonably practicable following the landfall and passage of a hurricane or tropical storm, each county and municipality that has experienced a direct impact from a natural emergency must use its best efforts to open a permitting office at which residents can access government services for at least 40 hours per week.

Section 17. Subsections (2) and (3) of section 252.385, Florida Statutes, are amended to read:

252.385 Public shelter space; public records exemption.—

(2)~~(a)~~ The division shall administer a program to survey existing schools, universities, community colleges, and other state-owned, municipally owned, and county-owned public buildings and any private facility that the owner, in writing, agrees to provide for use as a public hurricane evacuation shelter to identify those that are appropriately designed and located to serve as such shelters. The owners of the facilities must be given the opportunity to participate in the surveys. The state university boards of trustees, district school boards, community college boards of trustees, and the Department of Education are responsible for coordinating and implementing the survey of public schools, universities, and community colleges with the division or the local emergency management agency.

~~(b) By January 31 of each even-numbered year, the division shall prepare and submit a statewide emergency shelter plan to the Governor and Cabinet for approval, subject to the requirements for approval in s. 1013.37(2). The emergency shelter plan must project, for each of the next 5 years, the hurricane shelter needs of the state, including periods of time during which a concurrent public health emergency may necessitate more space for each individual to accommodate physical distancing. In addition to information on the general shelter needs throughout this state, the plan must identify the general location and square footage of special needs shelters, by regional planning council region. The plan must also include information on the availability of shelters that accept pets. The Department of Health shall assist the division in determining the estimated need for special needs shelter space and the adequacy of facilities to meet the needs of persons with special needs based on information from the registries of persons with special needs and other information.~~

(3)(a) The division shall annually provide by October 15 to the Governor, the President of the Senate, and the Speaker of the House of Representatives a report that includes~~, and the Governor~~ a list of facilities recommended to be retrofitted using state funds. State funds should be maximized and targeted to projects in counties ~~regional planning council regions~~ with hurricane evacuation shelter deficits. Additionally, the division shall prioritize on the list of recommended facilities other state-owned, municipal-owned, and county-owned public buildings, other than schools, for

retrofitting using state funds. The owner or lessee of a public hurricane evacuation shelter that is included on the list of facilities recommended for retrofitting is not required to perform any recommended improvements.

(b) The report required in paragraph (a) must include a statewide emergency shelter plan that must project, for each of the next 5 years, the hurricane shelter needs of the state. In addition to information on the general shelter needs throughout this state, the plan must identify, by county, the general location and square footage of special needs shelters. The plan must also include information on the availability of shelters that accept pets. The Department of Health and the Agency for Persons with Disabilities shall assist the division in determining the estimated need for special needs shelter space, the estimated need for general shelter space to accommodate persons with developmental disabilities, including, but not limited to, autism, and the adequacy of facilities to meet the needs of persons with special needs based on information from the registries of persons with special needs and other information.

Section 18. Section 252.422, Florida Statutes, is created to read:

252.422 Restrictions on county or municipal regulations after a hurricane.—

(1) As used in this section, the term "impacted local government" means a county listed in a federal disaster declaration located entirely or partially within 100 miles of the track of a storm declared to be a hurricane by the National Hurricane Center while the storm was categorized as a hurricane or a municipality located within such a county.

(2) For 1 year after a hurricane makes landfall, an impacted local government may not propose or adopt:

(a) A moratorium on construction, reconstruction, or redevelopment of any property.

(b) A more restrictive or burdensome amendment to its comprehensive plan or land development regulations.

(c) A more restrictive or burdensome procedure concerning review, approval, or issuance of a site plan, development permit, or development order, to the extent that those terms are defined in s. 163.3164.

(3) Notwithstanding subsection (2), a comprehensive plan amendment, land development regulation amendment, site plan, development permit, or development order approved or adopted by an impacted local government before or after the effective date of this act may be enforced if:

(a) The associated application is initiated by a private party other than the impacted local government and the property that is the subject of the application is owned by the initiating private party;

(b) The proposed comprehensive plan amendment was submitted to reviewing agencies pursuant to s. 163.3184 before landfall; or

(c) The proposed comprehensive plan amendment or land development regulation is approved by the state land planning agency pursuant to s. 380.05.

(4)(a) Any person may file suit against any impacted local government for declaratory and injunctive relief to enforce this section.

(b) A county or municipality may request a determination by a court of competent jurisdiction as to whether such action violates this section. Upon such a request, the county or municipality may not enforce the action until the court has issued a preliminary or final judgment determining whether the action violates this section.

(c) Before a plaintiff may file suit, the plaintiff shall notify the impacted local government by setting forth the facts upon which the complaint or petition is based and the reasons the impacted local government's action violates this section. Upon receipt of the notice, the impacted local government shall have 14 days to withdraw or revoke the action at issue or otherwise declare it void. If the impacted local government does not withdraw or revoke the action at issue within the time prescribed, the plaintiff may file suit. The plaintiff shall be entitled to entry of a preliminary injunction to prevent the impacted local government from implementing the challenged action during pendency of the litigation. In any action instituted pursuant to this paragraph, the prevailing plaintiff shall be entitled to reasonable attorney fees and costs.

(d) In any case brought under this section, all parties are entitled to the summary procedure provided in s. 51.011, and the court shall advance the cause on the calendar.

(5) The Office of Program Policy Analysis and Government Accountability (OPPAGA) shall conduct a study on actions taken by local governments after hurricanes which are related to comprehensive plans, land development regulations, and procedures for review, approval, or issuance of site plans, permits, or development orders. The study must focus on the impact that local governmental actions, including moratoriums, ordinances, and procedures, have had or may have on construction, reconstruction, or redevelopment of any property damaged by hurricanes. In its research, OPPAGA shall survey stakeholders that play integral parts in the rebuilding and recovery process. OPPAGA shall make recommendations for legislative options to remove impediments to the construction, reconstruction, or redevelopment of any property damaged by a hurricane and prevent the implementation by local governments of burdensome or restrictive procedures and processes. OPPAGA shall submit the report to the President of the Senate and the Speaker of the House of Representatives by December 1, 2025.

Section 19. Effective January 1, 2026, section 252.505, Florida Statutes, is created to read:

252.505 Breach of contract during emergency recovery periods for natural emergencies.—Each state or local government contract for goods or services related to emergency response for a natural emergency entered into, renewed, or amended on or after July 1, 2025, must include a provision that requires a vendor or service provider that breaches such contract during an emergency recovery period to pay a $5,000 penalty and damages, which may be either actual and consequential damages or liquidated damages. As used in this section, the term "emergency recovery period" means a 1-year period that begins on the date that the Governor initially declared a state of emergency for a natural emergency.

Section 20. Subsection (4) is added to section 373.423, Florida Statutes, to read:

373.423 Inspection.—

(4)(a) By September 1, 2026, the department shall submit a Flood Inventory and Restoration Report to the Division of Emergency Management. The department must work with water management districts, local governments, and operators of public and private stormwater management systems to compile the necessary information for the report, which must:

1. Identify priority infrastructure needs within each water management district jurisdiction that may result in flooding or property damage or threaten human health if left unaddressed;

2. Identify locations that have both historic flooding occurrences, based on flood zones identified by the Federal Emergency Management Agency, and the potential to flood from future significant storm events, such as hurricanes and tropical storms;

3. For each location identified in subparagraph 1. or subparagraph 2., include an inspection and maintenance schedule and specific information on the age of the infrastructure, upstream impacts, and other factors that may lead to system failure if unaddressed; and

4. Include a list of facilities prioritized for funding to address flooding issues.

(b) The owner of any priority infrastructure identified in the report must submit an inspection and maintenance schedule to the department.

(c) The department must review and update the report on a biannual basis. The report must provide information regarding compliance with the inspection and maintenance schedules, include any additional revisions based on storm event experience, and revise the list of facilities as new flooding events take place and new projects are implemented to alleviate infrastructure deficiencies which led to flooding events. The department

must submit an updated report to the Division of Emergency Management by September 1 of each year in which the report is due.

Section 21. Paragraph (a) of subsection (9) of section 380.0552, Florida Statutes, is amended to read:

380.0552 Florida Keys Area; protection and designation as area of critical state concern.—

(9) MODIFICATION TO PLANS AND REGULATIONS.—

(a) Any land development regulation or element of a local comprehensive plan in the Florida Keys Area may be enacted, amended, or rescinded by a local government, but the enactment, amendment, or rescission becomes effective only upon approval by the state land planning agency. The state land planning agency shall review the proposed change to determine if it is in compliance with the principles for guiding development specified in chapter 27F-8, Florida Administrative Code, as amended effective August 23, 1984, and must approve or reject the requested changes within 60 days after receipt. Amendments to local comprehensive plans in the Florida Keys Area must also be reviewed for compliance with the following:

1. Construction schedules and detailed capital financing plans for wastewater management improvements in the annually adopted capital improvements element, and standards for the construction of wastewater treatment and disposal facilities or collection systems that meet or exceed the criteria in s. 403.086(11) for wastewater treatment and disposal facilities or s. 381.0065(4)(l) for onsite sewage treatment and disposal systems.

2. Goals, objectives, and policies to protect public safety and welfare in the event of a natural disaster by maintaining a hurricane evacuation clearance time for permanent residents of no more than 24.5 ~~24~~ hours. The hurricane evacuation clearance time shall be determined by a hurricane evacuation study conducted in accordance with a professionally accepted methodology and approved by the state land planning agency. For purposes of hurricane evacuation clearance time:

a. Mobile home residents are not considered permanent residents.

b. The City of Key West Area of Critical State Concern established by chapter 28-36, Florida Administrative Code, shall be included in the hurricane evacuation study and is subject to the evacuation requirements of this subsection.

Section 22. The Department of Commerce shall conduct baseline modeling scenarios and gather data in order to determine a number of building permit allocations to be distributed in the Florida Keys Area based upon the hurricane evacuation clearance time provided in s. 380.0552(9)(a), Florida Statutes, as amended by this act. The permit allocations must be distributed to counties and municipalities based on the number of vacant buildable lots within each jurisdiction. The permit allocations must be

distributed over a period of at least 10 years but may not exceed 900 total permit allocations. All permits must be issued for vacant, buildable parcels, of which only one may be awarded for any individual parcel, and the distribution of which must prioritize allocations for owner-occupied residences, affordable housing, and workforce housing.

Section 23. Subsection (1) of section 400.063, Florida Statutes, is amended to read:

400.063 Resident protection.—

(1) The Health Care Trust Fund shall be used for the purpose of collecting and disbursing funds generated from the license fees and administrative fines as provided for in ss. 393.0673(5), 400.062(3), 400.121(2), and 400.23(8). Such funds shall be for the sole purpose of paying for the appropriate alternate placement, care, and treatment of residents who are removed from a facility licensed under this part or a facility specified in s. 393.0678(1) in which the agency determines that existing conditions or practices constitute an immediate danger to the health, safety, or security of the residents. If the agency determines that it is in the best interest of the health, safety, or security of the residents to provide for an orderly removal of the residents from the facility, the agency may utilize such funds to maintain and care for the residents in the facility pending removal and alternative placement. The maintenance and care of the residents shall be under the direction and control of a receiver appointed pursuant to s. 393.0678(1) or s. 400.126(1). However, funds may be expended in an emergency upon a filing of a petition for a receiver, upon the declaration of a state of local emergency pursuant to s. 252.38(3)(b)5. ~~s. 252.38(3)(a)5.~~, or upon a duly authorized local order of evacuation of a facility by emergency personnel to protect the health and safety of the residents.

Section 24. Subsection (7) of section 403.7071, Florida Statutes, is amended, and subsection (8) is added to that section, to read:

403.7071 Management of storm-generated debris.—Solid waste generated as a result of a storm event that is the subject of an emergency order issued by the department may be managed as follows:

(7) Unless otherwise specified in a contract or franchise agreement between a local government and a private solid waste or debris management service provider, a private solid waste or debris management service provider is not required to collect storm-generated yard trash, debris, or waste. Local governments are authorized and encouraged to add an addendum to existing contracts or franchise agreements for collection of storm-generated debris.

(8)(a) Each county and municipality shall apply to the department for authorization of at least one debris management site as described in subsection (2) and shall annually seek preauthorization for any previously approved debris management sites, as allowed by the department.

(b) A municipality may jointly apply for authorization of a debris management site with a county or at least one adjacent municipality, if the parties develop and approve a memorandum of understanding. Such memorandum must clearly outline the capacity of the debris management site and location of the site relative to each party. The memorandum of understanding must be approved annually as part of the preauthorization process described in paragraph (a).

Section 25. Section 489.1132, Florida Statutes, is created to read:

489.1132 Regulation of hoisting equipment used in construction, demolition, or excavation work during a hurricane.—

(1) As used in this section, the term:

(a) "Controlling entity" means the general contractor, prime contractor, or construction manager with overall responsibility for a construction project.

(b) "Hoisting equipment" means power-operated cranes, derricks, and hoists used in construction, demolition, or excavation work that are regulated by the Occupational Safety and Health Administration.

(c) "Mobile crane" means a type of hoisting equipment incorporating a cable-suspended latticed boom or hydraulic telescoping boom designed to be moved between operating locations by transport over a roadway. The term does not include a mobile crane with a boom length of less than 25 feet or a maximum rated load capacity of less than 15,000 pounds.

(d) "Tower crane" means a type of hoisting equipment using a vertical mast or tower to support a working boom in an elevated position if the working boom can rotate to move loads laterally either by rotating at the top of the mast or tower or by the rotation of the mast or tower itself, whether the mast or tower base is fixed in one location or ballasted and moveable between locations.

(2)(a) When a tower crane or mobile crane is located on a worksite, a hurricane preparedness plan for the crane must be available for inspection at the worksite.

(b) In preparation for a hurricane, the controlling entity must ensure that hoisting equipment is secured in the following manner no later than 24 hours before the impacts of the hurricane are anticipated to begin:

1. All hoisting equipment must be secured in compliance with manufacturer recommendations relating to hurricane and high-wind events, including any recommendations relating to the placement, use, and removal of advertising banners and rigging.

2. Tower crane turntables must be lubricated before the event.

3. Fixed booms on mobile cranes must be laid down whenever feasible.

4. Booms on hydraulic cranes must be retracted and stored.

5. The counterweights of any hoists must be locked below the top tie-in.

6. Tower cranes must be set in the weathervane position.

7. All rigging must be removed from hoist blocks.

8. All power at the base of tower cranes must be disconnected.

(3) A person licensed under this part who intentionally violates this section is subject to discipline under ss. 455.227 and 489.129.

(4) The Florida Building Commission shall establish best practices for the utilization of tower cranes and hoisting equipment on construction job sites during hurricane season and report its findings to the Legislature by December 31, 2026.

Section 26. Subsection (6) of section 553.902, Florida Statutes, is amended to read:

553.902 Definitions.—As used in this part, the term:

(6) "Renovated building" means a residential or nonresidential building undergoing alteration that varies or changes insulation, HVAC systems, water heating systems, or exterior envelope conditions, if the estimated cost of renovation exceeds 30 percent of the assessed value of the structure. However, if the alteration is a result of a natural disaster that is the subject of a declaration of a state of emergency by the Governor, the estimated cost of renovation must exceed 75 percent of the fair market value of the building before the natural disaster.

Section 27. The Division of Emergency Management shall consult with local governments, the Department of Business and Professional Regulation, the Department of Environmental Protection, and any other appropriate agencies to develop recommendations for statutory changes necessary to streamline the permitting process for repairing and rebuilding structures damaged during natural emergencies. By July 1, 2026, the division shall provide a report containing such recommendations to the President of the Senate and the Speaker of the House of Representatives.

Section 28. (1) Each county listed in the Federal Disaster Declaration for Hurricane Debby (DR-4806), Hurricane Helene (DR-4828), or Hurricane Milton (DR-4834), and each municipality within one of those counties, may not propose or adopt any moratorium on construction, reconstruction, or redevelopment of any property damaged by such hurricanes; propose or adopt more restrictive or burdensome amendments to its comprehensive plan or land development regulations; or propose or adopt more restrictive or burdensome procedures concerning review, approval, or issuance of a site

plan, development permit, or development order, to the extent that those terms are defined by s. 163.3164, Florida Statutes, before October 1, 2027, and any such moratorium or restrictive or burdensome comprehensive plan amendment, land development regulation, or procedure shall be null and void ab initio. This subsection applies retroactively to August 1, 2024.

(2) Notwithstanding subsection (1), any comprehensive plan amendment, land development regulation amendment, site plan, development permit, or development order approved or adopted by a county or municipality before or after the effective date of this act may be enforced if:

(a) The associated application is initiated by a private party other than the county or municipality.

(b) The property that is the subject of the application is owned by the initiating private party.

(3)(a) A resident of or the owner of a business in a county or municipality may bring a civil action for declaratory and injunctive relief against the county or municipality for a violation of this section. Pending adjudication of the action and upon filing of a complaint showing a violation of this section, the resident or business owner is entitled to a preliminary injunction against the county or municipality preventing implementation of the moratorium or the comprehensive plan amendment, land development regulation, or procedure. If such civil action is successful, the resident or business owner is entitled to reasonable attorney fees and costs.

(b) Attorney fees and costs and damages may not be awarded pursuant to this subsection if:

1. The resident or business owner provides the governing body of the county or municipality written notice that a proposed or enacted moratorium, comprehensive plan amendment, land development regulation, or procedure is in violation of this section; and

2. The governing body of the county or municipality withdraws the proposed moratorium, comprehensive plan amendment, land development regulation, or procedure within 14 days; or, in the case of an adopted moratorium, comprehensive plan amendment, land development regulation, or procedure, the governing body of a county or municipality notices an intent to repeal within 14 days after receipt of the notice and repeals the moratorium, comprehensive plan amendment, land development regulation, or procedure within 14 days thereafter.

(4) This section expires June 30, 2028.

Section 29. The Division of Law Revision is directed to replace the phrase "the effective date of this act" wherever it occurs in this act with the date this act becomes a law.

Section 30. Except as otherwise provided in this act, this act shall take effect upon becoming a law.

Approved by the Governor June 26, 2025.

Filed in Office Secretary of State June 26, 2025.

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

CHAPTER 2025-177

Committee Substitute for Senate Bill No. 1080

An act relating to local government land regulation; amending s. 125.022, F.S.; requiring counties to specify minimum information necessary for certain applications; revising timeframes for processing applications for approval of development permits or development orders; defining the term "substantive change"; providing refund parameters in situations where the county fails to meet certain timeframes; providing exceptions; amending s. 163.3180, F.S.; prohibiting a school district from collecting, charging, or imposing certain fees unless they meet certain requirements; providing a standard of review for actions challenging such fees; amending s. 553.80, F.S.; specifying certain purposes for which local governments may use certain fees to carry out activities relating to obtaining or finalizing a building permit; amending s. 163.31801, F.S.; revising the voting threshold required for approval of certain impact fee increase ordinances by local governments, school districts, and special districts; requiring that certain impact fee increases be implemented in specified increments; prohibiting a local government from increasing an impact fee rate beyond certain phase-in limitations under certain circumstances; deleting retroactive applicability; amending s. 163.3184, F.S.; providing that if comprehensive plan amendments are not adopted at a specified hearing, such amendments must be formally adopted within a certain time period or they are deemed withdrawn; increasing the time period within which comprehensive plan amendments must be transmitted; amending s. 166.033, F.S.; requiring municipalities to specify minimum information necessary for certain applications; revising timeframes for processing applications for approval of development permits or development orders; defining the term "substantive change"; providing refund parameters in situations where the municipality fails to meet certain timeframes; providing exceptions; providing effective dates.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 125.022, Florida Statutes, is amended to read:

125.022 Development permits and orders.—

(1) A county shall specify in writing the minimum information that must be submitted in an application for a zoning approval, rezoning approval, subdivision approval, certification, special exception, or variance. A county shall make the minimum information available for inspection and copying at the location where the county receives applications for development permits and orders, provide the information to the applicant at a preapplication meeting, or post the information on the county's website.

(2) Within 5 business days after receiving an application for approval of a development permit or development order, a county shall confirm receipt of

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

the application using contact information provided by the applicant. Within 30 days after receiving an application for approval of a development permit or development order, a county must review the application for completeness and issue a written notification to the applicant ~~letter~~ indicating that all required information is submitted or specify in writing ~~specifying~~ with particularity any areas that are deficient. If the application is deficient, the applicant has 30 days to address the deficiencies by submitting the required additional information. For applications that do not require final action through a quasi-judicial hearing or a public hearing, the county must approve, approve with conditions, or deny the application for a development permit or development order within 120 days after the county has deemed the application complete~~., or 180 days~~ For applications that require final action through a quasi-judicial hearing or a public hearing, the county must approve, approve with conditions, or deny the application for a development permit or development order within 180 days after the county has deemed the application complete. Both parties may agree in writing or in a public meeting or hearing to ~~a reasonable request for~~ an extension of time, particularly in the event of a force majeure or other extraordinary circumstance. An approval, approval with conditions, or denial of the application for a development permit or development order must include written findings supporting the county's decision. The timeframes contained in this subsection do not apply in an area of critical state concern, as designated in s. 380.0552. The timeframes contained in this subsection restart if an applicant makes a substantive change to the application. As used in this subsection, the term "substantive change" means an applicant-initiated change of 15 percent or more in the proposed density, intensity, or square footage of a parcel.

(3)(a)~~(2)(a)~~ When reviewing an application for a development permit or development order that is certified by a professional listed in s. 403.0877, a county may not request additional information from the applicant more than three times, unless the applicant waives the limitation in writing.

(b) If a county makes a request for additional information and the applicant submits the required additional information within 30 days after receiving the request, the county must review the application for completeness and issue a letter indicating that all required information has been submitted or specify with particularity any areas that are deficient within 30 days after receiving the additional information.

(c) If a county makes a second request for additional information and the applicant submits the required additional information within 30 days after receiving the request, the county must review the application for completeness and issue a letter indicating that all required information has been submitted or specify with particularity any areas that are deficient within 10 days after receiving the additional information.

(d) Before a third request for additional information, the applicant must be offered a meeting to attempt to resolve outstanding issues. If a county makes a third request for additional information and the applicant submits

the required additional information within 30 days after receiving the request, the county must deem the application complete within 10 days after receiving the additional information or proceed to process the application for approval or denial unless the applicant waived the county's limitation in writing as described in paragraph (a).

(e) Except as provided in subsection (7) ~~(5)~~, if the applicant believes the request for additional information is not authorized by ordinance, rule, statute, or other legal authority, the county, at the applicant's request, shall proceed to process the application for approval or denial.

(4) A county must issue a refund to an applicant equal to:

(a) Ten percent of the application fee if the county fails to issue written notification of completeness or written specification of areas of deficiency within 30 days after receiving the application.

(b) Ten percent of the application fee if the county fails to issue a written notification of completeness or written specification of areas of deficiency within 30 days after receiving the additional information pursuant to paragraph (3)(b).

(c) Twenty percent of the application fee if the county fails to issue a written notification of completeness or written specification of areas of deficiency within 10 days after receiving the additional information pursuant to paragraph (3)(c).

(d) Fifty percent of the application fee if the county fails to approve, approves with conditions, or denies the application within 30 days after conclusion of the 120-day or 180-day timeframe specified in subsection (2).

(e) One hundred percent of the application fee if the county fails to approve, approves with conditions, or denies an application 31 days or more after conclusion of the 120-day or 180-day timeframe specified in subsection (2).

A county is not required to issue a refund if the applicant and the county agree to an extension of time, the delay is caused by the applicant, or the delay is attributable to a force majeure or other extraordinary circumstance.

(5)~~(3)~~ When a county denies an application for a development permit or development order, the county shall give written notice to the applicant. The notice must include a citation to the applicable portions of an ordinance, rule, statute, or other legal authority for the denial of the permit or order.

(6)~~(4)~~ As used in this section, the terms "development permit" and "development order" have the same meaning as in s. 163.3164, but do not include building permits.

(7)~~(5)~~ For any development permit application filed with the county after July 1, 2012, a county may not require as a condition of processing or issuing

a development permit or development order that an applicant obtain a permit or approval from any state or federal agency unless the agency has issued a final agency action that denies the federal or state permit before the county action on the local development permit.

(8)~~(6)~~ Issuance of a development permit or development order by a county does not in any way create any rights on the part of the applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the county for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. A county shall attach such a disclaimer to the issuance of a development permit and shall include a permit condition that all other applicable state or federal permits be obtained before commencement of the development.

(9)~~(7)~~ This section does not prohibit a county from providing information to an applicant regarding what other state or federal permits may apply.

Section 2. Present paragraph (j) of subsection (6) of section 163.3180, Florida Statutes, is redesignated as paragraph (k), and a new paragraph (j) is added to that subsection, to read:

163.3180 Concurrency.—

(6)

(j) A school district may not collect, charge, or impose any alternative fee in lieu of an impact fee to mitigate the impact of development on educational facilities unless such fee meets the requirements of s. 163.31801(4)(f) and (g). In any action challenging a fee under this paragraph, the school district has the burden of proving by a preponderance of the evidence that the imposition and amount of the fee meet the requirements of state legal precedent.

Section 3. Paragraph (a) of subsection (7) of section 553.80, Florida Statutes, is amended to read:

553.80 Enforcement.—

(7)(a) The governing bodies of local governments may provide a schedule of reasonable fees, as authorized by s. 125.56(2) or s. 166.222 and this section, for enforcing this part. These fees, and any fines or investment earnings related to the fees, may only be used for carrying out the local government's responsibilities in enforcing the Florida Building Code, including, but not limited to, any process or enforcement related to obtaining or finalizing a building permit. When providing a schedule of reasonable fees, the total estimated annual revenue derived from fees, and the fines and investment earnings related to the fees, may not exceed the total estimated annual costs of allowable activities. Any unexpended balances must be carried forward to future years for allowable activities or must be refunded at the discretion of the local government. A local government may not carry

forward an amount exceeding the average of its operating budget for enforcing the Florida Building Code for the previous 4 fiscal years. For purposes of this subsection, the term "operating budget" does not include reserve amounts. Any amount exceeding this limit must be used as authorized in subparagraph 2. However, a local government that established, as of January 1, 2019, a Building Inspections Fund Advisory Board consisting of five members from the construction stakeholder community and carries an unexpended balance in excess of the average of its operating budget for the previous 4 fiscal years may continue to carry such excess funds forward upon the recommendation of the advisory board. The basis for a fee structure for allowable activities must relate to the level of service provided by the local government and must include consideration for refunding fees due to reduced services based on services provided as prescribed by s. 553.791, but not provided by the local government. Fees charged must be consistently applied.

1. As used in this subsection, the phrase "enforcing the Florida Building Code" includes the direct costs and reasonable indirect costs associated with review of building plans, building inspections, reinspections, and building permit processing; building code enforcement; and fire inspections associated with new construction. The phrase may also include training costs associated with the enforcement of the Florida Building Code and enforcement action pertaining to unlicensed contractor activity to the extent not funded by other user fees.

2. A local government must use any excess funds that it is prohibited from carrying forward to rebate and reduce fees, to upgrade technology hardware and software systems to enhance service delivery, to pay for the construction of a building or structure that houses a local government's building code enforcement agency, or for training programs for building officials, inspectors, or plans examiners associated with the enforcement of the Florida Building Code. Excess funds used to construct such a building or structure must be designated for such purpose by the local government and may not be carried forward for more than 4 consecutive years. An owner or builder who has a valid building permit issued by a local government for a fee, or an association of owners or builders located in the state that has members with valid building permits issued by a local government for a fee, may bring a civil action against the local government that issued the permit for a fee to enforce this subparagraph.

3. The following activities may not be funded with fees adopted for enforcing the Florida Building Code:

a. Planning and zoning or other general government activities <u>not related to obtaining a building permit</u>.

b. Inspections of public buildings for a reduced fee or no fee.

c. Public information requests, community functions, boards, and any program not directly related to enforcement of the Florida Building Code.

d. Enforcement and implementation of any other local ordinance, excluding validly adopted local amendments to the Florida Building Code and excluding any local ordinance directly related to enforcing the Florida Building Code as defined in subparagraph 1.

4. A local government must use recognized management, accounting, and oversight practices to ensure that fees, fines, and investment earnings generated under this subsection are maintained and allocated or used solely for the purposes described in subparagraph 1.

5. The local enforcement agency, independent district, or special district may not require at any time, including at the time of application for a permit, the payment of any additional fees, charges, or expenses associated with:

a. Providing proof of licensure under chapter 489;

b. Recording or filing a license issued under this chapter;

c. Providing, recording, or filing evidence of workers' compensation insurance coverage as required by chapter 440; or

d. Charging surcharges or other similar fees not directly related to enforcing the Florida Building Code.

Section 4. Effective January 1, 2026, paragraphs (g) and (h) of subsection (6) of section 163.31801, Florida Statutes, are amended to read:

163.31801 Impact fees; short title; intent; minimum requirements; audits; challenges.—

(6) A local government, school district, or special district may increase an impact fee only as provided in this subsection.

(g)1. A local government, school district, or special district may increase an impact fee rate beyond the phase-in limitations established under paragraph (b), paragraph (c), paragraph (d), or paragraph (e) by establishing the need for such increase in full compliance with the requirements of subsection (4), provided the following criteria are met:

a.~~1.~~ A demonstrated-need study justifying any increase in excess of those authorized in paragraph (b), paragraph (c), paragraph (d), or paragraph (e) has been completed within the 12 months before the adoption of the impact fee increase and expressly demonstrates the extraordinary circumstances necessitating the need to exceed the phase-in limitations.

b.~~2.~~ The local government jurisdiction has held at least ~~not less than~~ two publicly noticed workshops dedicated to the extraordinary circumstances necessitating the need to exceed the phase-in limitations set forth in paragraph (b), paragraph (c), paragraph (d), or paragraph (e).

c.~~3.~~ The impact fee increase ordinance is approved by ~~at least~~ a unanimous ~~two-thirds~~ vote of the governing body.

2. An impact fee increase approved under this paragraph must be implemented in at least two but not more than four equal annual increments beginning with the date on which the impact fee increase ordinance is adopted.

3. A local government may not increase an impact fee rate beyond the phase-in limitations under this paragraph if the local government has not increased the impact fee within the past 5 years. Any year in which the local government is prohibited from increasing an impact fee because the jurisdiction is in a hurricane disaster area is not included in the 5-year period.

~~(h) This subsection operates retroactively to January 1, 2021.~~

Section 5. Paragraphs (b) and (c) of subsection (3) of section 163.3184, Florida Statutes, are amended to read:

163.3184 Process for adoption of comprehensive plan or plan amendment.—

(3) EXPEDITED STATE REVIEW PROCESS FOR ADOPTION OF COMPREHENSIVE PLAN AMENDMENTS.—

(b)1. If a plan amendment or amendments are adopted, the local government, after the initial public hearing held pursuant to subsection (11), shall transmit, within 10 working days after the date of adoption, the amendment or amendments and appropriate supporting data and analyses to the reviewing agencies. The local governing body shall also transmit a copy of the amendments and supporting data and analyses to any other local government or governmental agency that has filed a written request with the governing body.

2. The reviewing agencies and any other local government or governmental agency specified in subparagraph 1. may provide comments regarding the amendment or amendments to the local government. State agencies shall only comment on important state resources and facilities that will be adversely impacted by the amendment if adopted. Comments provided by state agencies shall state with specificity how the plan amendment will adversely impact an important state resource or facility and shall identify measures the local government may take to eliminate, reduce, or mitigate the adverse impacts. Such comments, if not resolved, may result in a challenge by the state land planning agency to the plan amendment. Agencies and local governments must transmit their comments to the affected local government such that they are received by the local government not later than 30 days after the date on which the agency or government received the amendment or amendments. Reviewing agencies shall also send a copy of their comments to the state land planning agency.

3. Comments to the local government from a regional planning council, county, or municipality shall be limited as follows:

a. The regional planning council review and comments shall be limited to adverse effects on regional resources or facilities identified in the strategic regional policy plan and extrajurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A regional planning council may not review and comment on a proposed comprehensive plan amendment prepared by such council unless the plan amendment has been changed by the local government subsequent to the preparation of the plan amendment by the regional planning council.

b. County comments shall be in the context of the relationship and effect of the proposed plan amendments on the county plan.

c. Municipal comments shall be in the context of the relationship and effect of the proposed plan amendments on the municipal plan.

d. Military installation comments shall be provided in accordance with s. 163.3175.

4. Comments to the local government from state agencies shall be limited to the following subjects as they relate to important state resources and facilities that will be adversely impacted by the amendment if adopted:

a. The Department of Environmental Protection shall limit its comments to the subjects of air and water pollution; wetlands and other surface waters of the state; federal and state-owned lands and interest in lands, including state parks, greenways and trails, and conservation easements; solid waste; water and wastewater treatment; and the Everglades ecosystem restoration.

b. The Department of State shall limit its comments to the subjects of historic and archaeological resources.

c. The Department of Transportation shall limit its comments to issues within the agency's jurisdiction as it relates to transportation resources and facilities of state importance.

d. The Fish and Wildlife Conservation Commission shall limit its comments to subjects relating to fish and wildlife habitat and listed species and their habitat.

e. The Department of Agriculture and Consumer Services shall limit its comments to the subjects of agriculture, forestry, and aquaculture issues.

f. The Department of Education shall limit its comments to the subject of public school facilities.

g. The appropriate water management district shall limit its comments to flood protection and floodplain management, wetlands and other surface waters, and regional water supply.

h. The state land planning agency shall limit its comments to important state resources and facilities outside the jurisdiction of other commenting state agencies and may include comments on countervailing planning policies and objectives served by the plan amendment that should be balanced against potential adverse impacts to important state resources and facilities.

(c)1. The local government shall hold a second public hearing, which shall be a hearing on whether to adopt one or more comprehensive plan amendments pursuant to subsection (11). If the local government fails, within 180 days after receipt of agency comments, to hold the second public hearing, ~~and to adopt the comprehensive plan amendments,~~ the amendments are deemed withdrawn unless extended by agreement with notice to the state land planning agency and any affected person that provided comments on the amendment. If the amendments are not adopted at the second public hearing, the amendments shall be formally adopted by the local government within 180 days after the second public hearing is held or the amendments are deemed withdrawn ~~The 180-day limitation does not apply to amendments processed pursuant to s. 380.06~~.

2. All comprehensive plan amendments adopted by the governing body, along with the supporting data and analysis, shall be transmitted within 30 ~~10~~ working days after the final adoption hearing to the state land planning agency and any other agency or local government that provided timely comments under subparagraph (b)2. If the local government fails to transmit the comprehensive plan amendments within 30 ~~10~~ working days after the final adoption hearing, the amendments are deemed withdrawn.

3. The state land planning agency shall notify the local government of any deficiencies within 5 working days after receipt of an amendment package. For purposes of completeness, an amendment shall be deemed complete if it contains a full, executed copy of:

a. The adoption ordinance or ordinances;

b. In the case of a text amendment, the amended language in legislative format with new words inserted in the text underlined, and words deleted stricken with hyphens;

c. In the case of a future land use map amendment, the future land use map clearly depicting the parcel, its existing future land use designation, and its adopted designation; and

d. Any data and analyses the local government deems appropriate.

4. An amendment adopted under this paragraph does not become effective until 31 days after the state land planning agency notifies the local government that the plan amendment package is complete. If timely challenged, an amendment does not become effective until the state land

planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

Section 6. Section 166.033, Florida Statutes, is amended to read:

166.033 Development permits and orders.—

(1) A municipality shall specify in writing the minimum information that must be submitted for an application for a zoning approval, rezoning approval, subdivision approval, certification, special exception, or variance. A municipality shall make the minimum information available for inspection and copying at the location where the municipality receives applications for development permits and orders, provide the information to the applicant at a preapplication meeting, or post the information on the municipality's website.

(2) Within 5 business days after receiving an application for approval of a development permit or development order, a municipality shall confirm receipt of the application using contact information provided by the applicant. Within 30 days after receiving an application for approval of a development permit or development order, a municipality must review the application for completeness and issue a written notification to the applicant ~~letter~~ indicating that all required information is submitted or specify in writing ~~specifying~~ with particularity any areas that are deficient. If the application is deficient, the applicant has 30 days to address the deficiencies by submitting the required additional information. For applications that do not require final action through a quasi-judicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order within 120 days after the municipality has deemed the application complete~~., or 180 days~~ For applications that require final action through a quasi-judicial hearing or a public hearing, the municipality must approve, approve with conditions, or deny the application for a development permit or development order within 180 days after the municipality has deemed the application complete. Both parties may agree in writing or in a public meeting or hearing to ~~a reasonable request for~~ an extension of time, particularly in the event of a force majeure or other extraordinary circumstance. An approval, approval with conditions, or denial of the application for a development permit or development order must include written findings supporting the municipality's decision. The timeframes contained in this subsection do not apply in an area of critical state concern, as designated in s. 380.0552 or chapter 28-36, Florida Administrative Code. The timeframes contained in this subsection restart if an applicant makes a substantive change to the application. As used in this subsection, the term "substantive change" means an applicant-initiated change of 15 percent or more in the proposed density, intensity, or square footage of a parcel.

(3)(a)~~(2)(a)~~ When reviewing an application for a development permit or development order that is certified by a professional listed in s. 403.0877, a

municipality may not request additional information from the applicant more than three times, unless the applicant waives the limitation in writing.

(b) If a municipality makes a request for additional information and the applicant submits the required additional information within 30 days after receiving the request, the municipality must review the application for completeness and issue a letter indicating that all required information has been submitted or specify with particularity any areas that are deficient within 30 days after receiving the additional information.

(c) If a municipality makes a second request for additional information and the applicant submits the required additional information within 30 days after receiving the request, the municipality must review the application for completeness and issue a letter indicating that all required information has been submitted or specify with particularity any areas that are deficient within 10 days after receiving the additional information.

(d) Before a third request for additional information, the applicant must be offered a meeting to attempt to resolve outstanding issues. If a municipality makes a third request for additional information and the applicant submits the required additional information within 30 days after receiving the request, the municipality must deem the application complete within 10 days after receiving the additional information or proceed to process the application for approval or denial unless the applicant waived the municipality's limitation in writing as described in paragraph (a).

(e) Except as provided in subsection (7) ~~(5)~~, if the applicant believes the request for additional information is not authorized by ordinance, rule, statute, or other legal authority, the municipality, at the applicant's request, shall proceed to process the application for approval or denial.

(4) A municipality must issue a refund to an applicant equal to:

(a) Ten percent of the application fee if the municipality fails to issue written notification of completeness or written specification of areas of deficiency within 30 days after receiving the application.

(b) Ten percent of the application fee if the municipality fails to issue written notification of completeness or written specification of areas of deficiency within 30 days after receiving the additional information pursuant to paragraph (3)(b).

(c) Twenty percent of the application fee if the municipality fails to issue written notification of completeness or written specification of areas of deficiency within 10 days after receiving the additional information pursuant to paragraph (3)(c).

(d) Fifty percent of the application fee if the municipality fails to approve, approves with conditions, or denies the application within 30 days after conclusion of the 120-day or 180-day timeframe specified in subsection (2).

(e) One hundred percent of the application fee if the municipality fails to approve, approves with conditions, or denies an application 31 days or more after conclusion of the 120-day or 180-day timeframe specified in subsection (2).

A municipality is not required to issue a refund if the applicant and the municipality agree to an extension of time, the delay is caused by the applicant, or the delay is attributable to a force majeure or other extraordinary circumstance.

(5)~~(3)~~ When a municipality denies an application for a development permit or development order, the municipality shall give written notice to the applicant. The notice must include a citation to the applicable portions of an ordinance, rule, statute, or other legal authority for the denial of the permit or order.

(6)~~(4)~~ As used in this section, the terms "development permit" and "development order" have the same meaning as in s. 163.3164, but do not include building permits.

(7)~~(5)~~ For any development permit application filed with the municipality after July 1, 2012, a municipality may not require as a condition of processing or issuing a development permit or development order that an applicant obtain a permit or approval from any state or federal agency unless the agency has issued a final agency action that denies the federal or state permit before the municipal action on the local development permit.

(8)~~(6)~~ Issuance of a development permit or development order by a municipality does not create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. A municipality shall attach such a disclaimer to the issuance of development permits and shall include a permit condition that all other applicable state or federal permits be obtained before commencement of the development.

(9)~~(7)~~ This section does not prohibit a municipality from providing information to an applicant regarding what other state or federal permits may apply.

Section 7. Except as otherwise expressly provided in this act, this act shall take effect October 1, 2025.

Approved by the Governor June 24, 2025.

Filed in Office Secretary of State June 24, 2025.

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk

Item Title: Annual Contributions to Loggerhead Marinelife Center & Busch Wildlife Sanctuary

DISCUSSION:

The Town of Juno Beach proudly makes annual contributions to the Loggerhead Marinelife Center as part of its ongoing commitment to environmental stewardship. These contributions help support critical initiatives focused on the preservation of sea turtles, the protection of marine ecosystems, and the advancement of ocean conservation through research, education, and rehabilitation programs.

The Town of Juno Beach also makes annual contributions to Busch Wildlife Sanctuary to support their mission to protect and conserve the Florida wildlife and natural ecosystems by caring for sick, injured, and orphaned wild animals. They also provide environmental education opportunities to the community.

RECOMMENDATION:

Staff will present the Town's annual contribution check to both Busch Wildlife Sanctuary's Executive Director, Amy J. Kight and Loggerhead Marinelife Center's Chief Science Officer and Head Veterinarian, Dr. Heather Barron.

TOWN COUNCIL REGULAR MEETING MINUTES

July 23, 2025 at 5:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT:	PEGGY WHEELER, MAYOR JOHN CALLAGHAN, VICE MAYOR DIANA DAVIS, VICE MAYOR PRO TEM MARIANNE HOSTA, COUNCILMEMBER DD HALPERN, COUNCILMEMBER *(Via Zoom)*
ALSO PRESENT:	ROBERT A. COLE, TOWN MANAGER LEONARD RUBIN, TOWN ATTORNEY CAITLIN COPELAND-RODRIGUEZ, TOWN CLERK FRANK DAVILA, DIRECTOR OF PLANNING & ZONING EMILY ALVES, FINANCE/HR DIRECTOR

AUDIENCE: 17

CALL TO ORDER – 5:00pm

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

Council gave unanimous consensus to move Consent Agenda Items #3 and #4 to the end of the agenda; move Item #9 before Item #8; and add a discussion on the Town Attorney position during Comments from the Council; and have Comments from the Council start at 9PM.

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

Mayor Wheeler, Vice Mayor Pro Tem Davis, Councilmember Halpern, and Councilmember Hosta gave consensus for the Town Manager to contact the City of Palm Beach Gardens by phone and to send a formal letter expressing the Town's opposition to the proposed annexation of 12010 U.S. Highway One.

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.

Public Comments Opened at 5:19PM.

Public Comments Closed at 5:27PM.

DRAFT

CONSENT AGENDA

1. Town Council Meeting Minutes - June 25, 2025
2. Resolution 2025-01 (Amending the Town's Quasi-Judicial Procedures)
3. ~~Resolution No. 2025-09 - Agreement with Seacoast Utility Authority~~
4. ~~Resolution No. 2025-10 - Rules of Procedure & Town Council Protocols~~
5. Resolution No. 2025-11 - MPSCC Fourth Amendment to Interlocal Agreement
6. Proclamation – Florida Water Professionals Month 2025
7. Year to Date (YTD) Financial Statements

MOTION: *Davis/Callaghan made a motion to approve the consent agenda as amended.*

ACTION: *The motion passed unanimously.*

COUNCIL ACTION/DISCUSSION ITEMS

9. Resolution No. 2025-08: Annual Garbage Assessment Collection (Non-Ad Valorem) FY 2025-2026

MOTION: *Davis/Hosta made a motion to approve Resolution No. 2025-08 – adopting the non-ad valorem assessment for garbage collection for single-family properties in the amount of $260.52 per unit for Fiscal Year 2025-2026.*

ACTION: *The motion passed unanimously.*

8. Impact of Senate Bill 180 on Appearance Review (Harmony) for Single-Family Dwellings

Mayor Wheeler passed the gavel.

MOTION: *Wheeler/Hosta made a motion to go with option 1 and revert back to base zoning.*

ACTION: *The motion failed 2-3 with Vice Mayor Callaghan, Vice Mayor Pro Tem Davis, and Councilmember Halpern opposed.*

Mayor Wheeler recessed the meeting at 7:26PM.
Mayor Wheeler reconvened the meeting at 7:32PM.

MOTION: *Halpern/Davis made a motion to have a consultant review this scenario and come up with an alternative that is not more restrictive or burdensome and that allows people to build the second story or towers that they're entitled to while adding definitions to bulk, scale, and mass.*

MOTION AMENDMENT: *Davis made a motion to amend the motion above to continue the zoning in progress for single-family homes to allow time for code changes to be put in place; to grant planning & zoning staff final authority over appearance review 34-1163(b)2 for harmony with the language comparison of the buildings or structures within the same contiguous zoning code as suggested in the May 28, 2025, memorandum; and continue with improving our zoning codes with Chen Moore & Associates; and pursue the architectural pattern book prices; and continue working on landscape improvements.*

ACTION ON AMENDMENT: *Motion to amend failed for lack of a second.*

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

DRAFT

MOTION: *Callaghan/Davis made a motion to have staff come back with best options to move forward that are less restrictive and amend the current Ordinance.*

MOTION AMENDMENT: *Callaghan made a motion to amend the above motion to include having staff look at ways to clarify harmony review of 34-116(3)(b)(2) for RS1 – RS5 zoning codes.*

ACTION ON AMENDMENT: *The motion failed for lack of a second.*

ACTION: *Vice Mayor Callaghan withdrew the motion.*

MOTION: *Callaghan/Halpern made a motion to have staff come back with available options and a recommendation for a course of action at the next meeting.*

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

Mayor Wheeler passed the gavel.

MOTION: *Wheeler made a motion to rescind the zoning in progress.*

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

MOTION: *Davis made a motion to rescind the zoning in progress that anticipates moving forward with the May 28th memorandum due to Senate Bill 180.*

Mayor Wheeler passed the gavel and seconded the motion.

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

MOTION: *Halpern made a motion to amend the language set forth in section 34-116 to state: "for the purpose of this section, the comparison of harmony between buildings shall consider the buildings and structures within the same zoning district."*

ACTION: *The motion failed for lack of a second.*

MOTION: *Callaghan/Davis made a motion to have a special meeting.*

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

Council gave unanimous consensus to go through the budget item up until 9:30PM.

10. FY 2025-2026 Proposed Ad Valorem Millage Tax Rate and Public Hearing Date

Council gave unanimous consensus to go through the faster version of the budget presentation.

MOTION: *Davis/Hosta made a motion to approve a tentative millage rate of 1.8195 mills for Fiscal Year 2025-2026; and set the first public hearing date for September 8, 2025, at 5:30PM.*

ACTION: *Motion withdrawn.*

MOTION: *Callaghan/Halpern made a motion to approve a tentative millage rate of 1.98 mills for Fiscal Year 2025-2026; and set the first public hearing date for September 8, 2025, at 5:30PM.*

DRAFT

ACTION: *Motion failed 2-3 with Mayor Wheeler, Vice Mayor Pro Tem Davis, and Councilmember Hosta opposed.*

MOTION: *Davis/Hosta made a motion to approve a tentative millage rate of 1.8195 mills for Fiscal Year 2025-2026; and set the first public hearing date for September 8, 2025, at 5:30PM.*

ACTION: *The motion passed unanimously.*

11. One-Cent Surtax – FY2025/2026 Projects List for Oversight Committee

MOTION: *Callaghan/Hosta made a motion to approve the proposed Fiscal Year 2025-2026 One-Cent Discretionary Surtax Projects List and submit the Projects List to the Palm Beach County League of Cities Infrastructure Surtax Citizen Oversight Committee as requested.*

Vice Mayor Callaghan withdrew the motion.

MOTION: *Halpern/Hosta made a motion to approve the proposed Fiscal Year 2025-2026 One-Cent Discretionary Surtax Projects List with the Universe Boulevard project being added to year 2027; and submit the Projects List to the Palm Beach County League of Cities Infrastructure Surtax Citizen Oversight Committee as requested.*

ACTION: *The motion passed 4-1 with Vice Mayor Pro Tem Davis opposed.*

~~12. Discussion on Legal Risks~~

~~3. Resolution No. 2025-09 - Agreement with Seacoast Utility Authority~~

~~4. Resolution No. 2025-10 - Rules of Procedure & Town Council Protocols~~

COMMENTS FROM THE COUNCIL

MOTION: *Davis/Halpern made a motion to have the Strategic Plan placed on as an agenda item.*

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

Council gave unanimous consensus to add the following items to a future agenda: Discussion on Town Communications; Discussion on Record Keeping with Volunteers; Discussion on Legislative updates; and have a Special Meeting on August 7, 2025, at 3PM.

Council gave unanimous consensus to have the Town Attorney present the legislative updates at the next regular Town Council meeting.

MOTION: *Halpern/Davis made a motion to revert to staff review for the approval or denial of new single-family applications.*

ACTION: *Motion withdrawn.*

ADJOURNMENT

Mayor Wheeler adjourned the meeting at 10:00PM.

_____ _____

Peggy Wheeler, Mayor Caitlin Copeland-Rodriguez, Town Clerk

DRAFT

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 #: N/A **DATE:** 7-23-25

NAME: STEEN ERIKSSON **PHONE NO.:** 561-818-3666

REPRESENTING (IF APPLICABLE): PALM BEACH COUNTY FIRE RESCUE

ADDRESS: 4330 ELM AVE PBG

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☒ I WISH TO SPEAK

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:**

NAME: John Stelluto **PHONE NO.:** 561.891.7378

REPRESENTING (IF APPLICABLE):

ADDRESS:

#8 + #12

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☑ I WISH TO SPEAK

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 #: #8 **DATE:** 7/23 3P

NAME: Marcia Wolf **PHONE NO.:** 561 371-0243

REPRESENTING (IF APPLICABLE):

ADDRESS: 410 Sunrise

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☐ I WISH TO SPEAK

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 #: 8 **DATE:**

NAME: Larry Sonby **PHONE NO.:** 732-996-9864

REPRESENTING (IF APPLICABLE):

ADDRESS: 495 Zephyr Way

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☑ I WISH TO SPEAK

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 #: 8 **DATE:** 7/23/25

NAME: Charlotte Parker **PHONE NO.:** 561-452-7758

REPRESENTING (IF APPLICABLE): Boss Lady Holdings

ADDRESS: 441 N Juno Ln 351 Zenith

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☒ I WISH TO SPEAK

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 #: 8 **DATE:** 7/23/25

NAME: Charlotte Parker **PHONE NO.:** 561-452-7758

REPRESENTING (IF APPLICABLE):

ADDRESS: 441 N Juno Ln

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☒ I WISH TO SPEAK

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 #: 8 & Comments from Public **DATE:** 7/23/25

NAME: Anne Bosso **PHONE NO.:**

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐ **SUPPORT** ☐ **OPPOSE** ☐ **I WISH TO SPEAK**

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 #: 8 **DATE:** 7/23/25

NAME: Ty Chivers **PHONE NO.:**

REPRESENTING (IF APPLICABLE): Tom & Patti Kelley

ADDRESS: 451 Ocean Dr.

CHECK WHAT MAY APPLY:

☐ **SUPPORT** ☐ **OPPOSE** ☑ **I WISH TO SPEAK**

HOWARD BUERKLE

39 GRAND BAY CIRCLE

JUNO BEACH, FLORIDA 33408

TOWN OF JUNO BEACH
RECEIVED
2025 JUL 18 A 11:57

Mayor, Town Manager and Council

Town of Juno Beach

340 Ocean Drive

Juno Beach Florida, 33408

July 10

Dear Council Members:

I am a seasonal resident with a summer home on Long Beach Island, NJ. There are many similarities between the two residences. Beach Haven has about 900 voting and another two thousand part time residents. Winter months find less then 300 cold soles in Town. Our Town provides trash removal service as well as recycling pickup. The Town trucks use a similar hydraulic lift system to dump the same wheeled plastic cans Juno uses. The demographic makeup of both Towns is similar, Beach Haven has no schools the family unit consists of two mature adults in all months but June to October, when all two thousand homes have the lights on. Juno has some private homes but mostly have condominium residences., Most of the Juno condominiums have two bedrooms and if the traffic at the local restaurants is a clue, we dine out. During the winter months my Juno trash can is never more than half full, My Beach Haven trash can is never half full, Beach Haven provides one pickup each week all but four months. Recycling is consistent weekly pickup, thinking about every two weeks.

The tipping cost to the Town will be the same whether the number of pickups is one or two, but the greatest cost is the truck and labor. Recycling could be done every two weeks. I ask each of you could you live with once-a-week service and every other week recycling? I think you all are no different than the rest of us. Could we try something different?

Howard Buerkle

with base zoning only, if we get rid of our existing codes for architecture & harmony reviews of size in context (bulk, mass, scale and proportion)

7-23-2025 Town Council meeting

461 Olympus Drive designed by architects Rick Gonzalez & William Waters over 5,000 SQ FT and Floor area ratio of .50



Use of architectural tools: roof slope, balconies and porches to minimize mass

Base zoning without the mitigation provided by appearance reviews for architecture and harmony or size in context (bulk, mass, scale and proportion

Minimum Lot Size RS1 – RS5	Base Zoning 35% lot coverage
RS 1: 10,000 Sq Ft	.723
RS 2: 8,000 Sq Ft	.728
RS 3: 6,500 Sq Ft	.735
RS 4: 6,000 Sq Ft	.738
RS 5: 5,500 Sq Ft	.741

571 Ocean Drive FAR without including basement 6,148/10,018 = .61 Floor Area Ratio (Leslie Thomas presentation out of harmony)



Base Zoning only without Appearance Review Criteria results in .72 FAR to .74 FAR - larger structures than the Italian



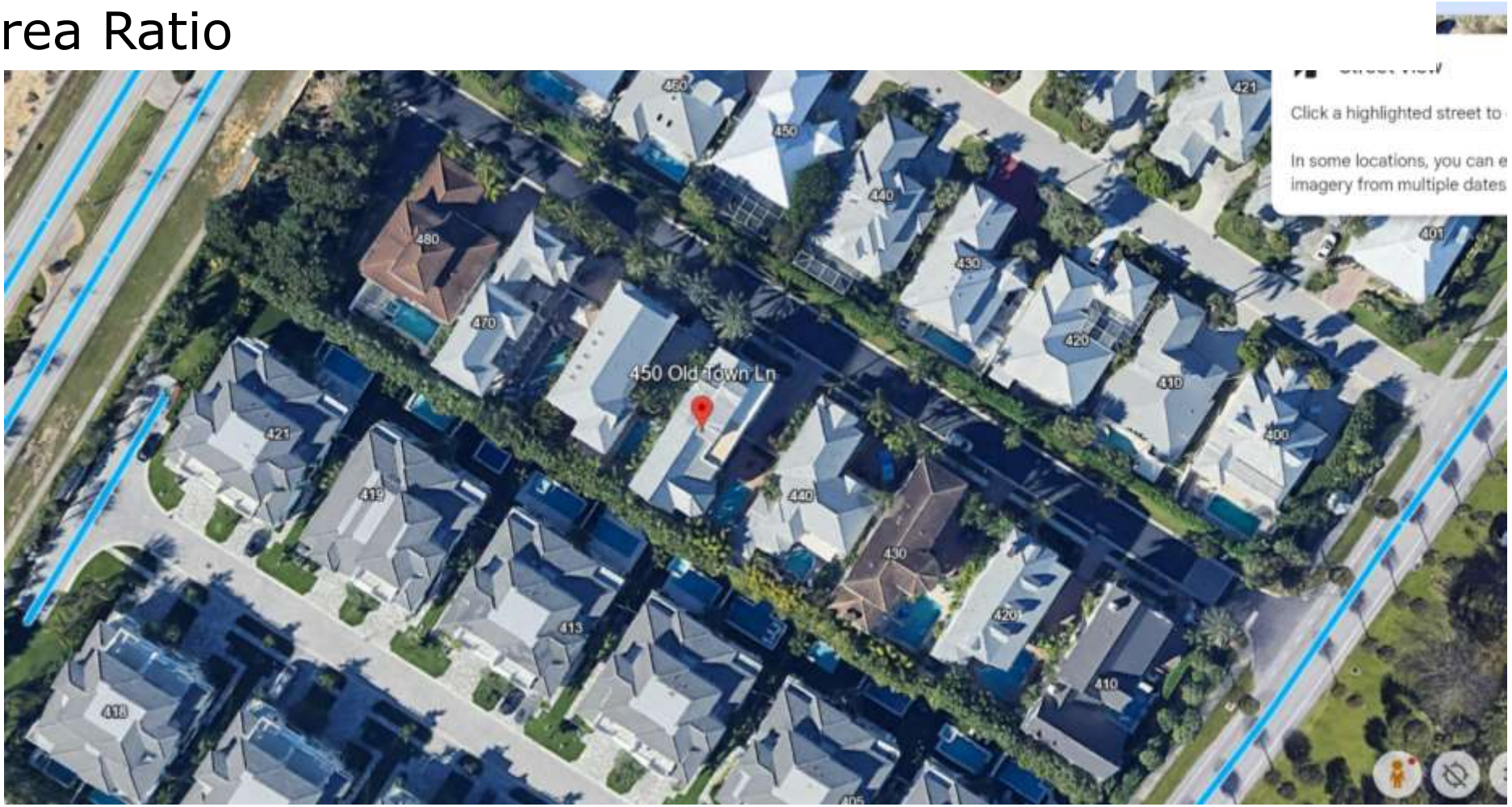


420 S. Lyra Circle 5,400 square feet lot size 10,019 = .54 Floor Area Ratio – still too small under base zoning only without appearance review

With 35% lot coverage and minimum lot sizes, Floor Area Ratio ranges from .72 to .74 under base zoning. The FAR of .73, which is what is shown with the property 450 Old Towne Lane (PUD)



Old Town Lane – PUD allows larger homes with reduced setbacks 450 Old Towne Lane 6672/9146.3 = .73 Floor Area Ratio



Surfside Lane is PUD – its own zoning code that allows larger homes with less setbacks. 460 Surfside 3,042/4,791 = .634 FAR and 480 Surfside Lane 4,182/6,098 = .686 FAR (larger under base zoning)



Conclusion

- Preservation of our existing codes for architectural review and harmony reviews, the two parts of our appearance review criteria, is important to retain the character of our community.
- Suggest: continuing to work on criteria for harmony reviews of size in context with our staff and contractors Chen Moore & Associate and Dana Little of Treasure Coast Regional Planning Council to assure that we allow new construction that enhances our community and preserves property values for our existing residents.

Harmony comparison of bulk, mass, scale, and proportion in context

- Regulations in effect for “Harmony” over the past two years.
- Property values continue to increase in all residential zoning codes.
- Five examples of residential properties approved over the past two years with the “size in context” type of reviews



479 Ocean Ridge Way (January 17, 2024) 4,706 Sq. Ft. , 3 stories with tower; it has two other homes within its same zoning district



491 North Lyra Circle (10-7-2024) 1,235 sq ft addition for 2-stories and a tower, total home square footage 3,268 sq ft. FAR .45





220 Ocean Drive (11-18-2024) Existing home addition over garage and expanded into back and side yard, addition 974 sq ft total home 4,764 sq. ft.





January 22, 2025; 2-stories, 14,977 square feet, approved in split vote, Staff denied, P& Z unanimous approval (7-15-2024, public opposition August 2024) PUD and double lot



April 7, 2025 – 410 Diana Lane 2 stories 30’ with tower 35’; 5,421 Square Feet FAR .54, staff did not approve and Planning and Zoning Board approved

Conclusion

- Harmony codes to compare Bulk, Mass, Scale and Proportion resulted in quality projects being approved
- Last two projects divergence between Staff and Board
- Board requested guidance in application of bulk, mass, scale and proportion with more quantitative focus
- Workshop proposals for quantitative review that results in incremental growth over time for residential neighborhoods

SPECIAL TOWN COUNCIL MEETING - WORK-IN-PROGRESS ON THE MASTER PLAN
MINUTES

August 6, 2025 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT:	PEGGY WHEELER, MAYOR JOHN CALLAGHAN, VICE MAYOR DIANA DAVIS, VICE MAYOR PRO TEM MARIANNE HOSTA, COUNCILMEMBER DD HALPERN, COUNCILMEMBER
ALSO PRESENT:	ROBERT A. COLE, TOWN MANAGER LEONARD RUBIN, TOWN ATTORNEY CAITLIN COPELAND-RODRIGUEZ, TOWN CLERK FRANK DAVILA, DIRECTOR OF PLANNING & ZONING STEPHEN MAYER, PRINCIPAL PLANNER DANA LITTLE, URBAN DESIGN DIRECTOR (TCRPC) TOM LAVASH, WTL ASSOCIATES JESSICA SEYMOUR, PRINCIPAL PROGRAM COORDINATOR (TCRPC) LAUREN CLARK, URBAN DESIGNER (TCRPC)

AUDIENCE: *(See attached Sign-in Sheet)*

CALL TO ORDER – 5:30PM

PLEDGE ALLEGIANCE TO THE FLAG

COUNCIL ACTION/DISCUSSION ITEMS

1. Discussion on Work-In-Progress on the Master Plan

   Public Comments Opened at 6:26pm.
   Public Comments Closed at 6:53pm.

   (See attached comments from Vice Mayor Pro Tem Davis.)

   Mayor Wheeler recessed the meeting at 7:24pm.

   Mayor Wheeler reconvened the meeting at 7:31pm.

DRAFT

MOTION: *Halpern/Davis made a motion to have staff send a rebuttal letter to the U.S. Coast Guard in reference to the bridge openings.*

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

MOTION: *Davis/Halpern made a motion to reject the proposed 90%/10% (residential/commercial use) breakdown for the Plaza La Mer property.*

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

Mayor Wheeler, Vice Mayor Pro Tem Davis, and Councilmember Halpern gave consensus to not push for a final Master Plan and reschedule another work-in-progress meeting in the fall.

Mayor Wheeler, Vice Mayor Callaghan, Vice Mayor Pro Tem Davis, and Councilmember Halpern gave consensus to have staff provide Dana Little with all the available historical information on these areas.

Mayor Wheeler, Vice Mayor Callaghan, and Councilmember Hosta gave consensus to have the four-corner area designed as a community downtown area/town center.

~~**COMMENTS FROM THE COUNCIL**~~

ADJOURNMENT

Mayor Wheeler adjourned the meeting at 10:00pm.

_____ _____

Peggy Wheeler, Mayor Caitlin E. Copeland-Rodriguez, Town Clerk

DRAFT

TOWN OF JUNO BEACH
COMMUNITY VISION & MASTER PLAN WORK-IN-PROGRESS
Wednesday, August 6, 2025 ~ Juno Beach Town Hall

NAME	RESIDENT, BUSINESS OWNER, AND/OR BOARD MEMBER	PHONE	EMAIL ADDRESS
Ted Dunn	Resident	954-205-1831	Tedduun818@outlook.com
Cyndie Wolf	"		
Brian Cole	"	561-234-2181	
Nancy Hunter	"	561-346-0316	nancyhunter1213@att.net
John Stadulis	"		
Mike & Chris Cox	Gang Isles	561-714-6815	mikeandchriscox@gmail.com
Kathy Peterson	Resident	(443) 831-0738	Kvpeterson95@yahoo.com
BILL BAGGETT		[illegible]	billgator@bellsouth.net
Charlotte Parker	Res	561-452-7758	caparker.1@gmail.com
Abe Mateos	resident	561.441.5981	2hickam@bellsouth.net

TOWN OF JUNO BEACH
COMMUNITY VISION & MASTER PLAN WORK-IN-PROGRESS
Wednesday, August 6, 2025 ~ Juno Beach Town Hall

NAME	RESIDENT, BUSINESS OWNER, AND/OR BOARD MEMBER	PHONE	EMAIL ADDRESS
Sheryl Klein	Resident	561-371-6284	55k452@bellsouth.net
Ian Green	Resident	561 313 8133	iangreen.usa@gmail.com
Larry Sorsby	"		lsorsby@khou.com
Scott Peterson	"	3017501526	DSPETERSON95@TAMU.EDU
MAX FRASER	Resident	561-351-7416	max.fraser@gmail.com
GARY ZAGAMI	Resident	561 452 2929	GARYZAGAMI@YAHOO.COM
Anne Bosso		561-844-5500	annebosso@bossorealty.com
David Cox			TX19795@BellSouth.net
Angela Mathis	resident	5612129705	ableham@bellsouth.net
Jean M. Poulos	resident	831-588-5364	currants2@yahoo.com

TOWN OF JUNO BEACH
COMMUNITY VISION & MASTER PLAN WORK-IN-PROGRESS
Wednesday, August 6, 2025 ~ Juno Beach Town Hall

NAME	RESIDENT, BUSINESS OWNER, AND/OR BOARD MEMBER	PHONE	EMAIL ADDRESS
Ken Abbott	Resident	339-298-9465	Abbott531@AOL.com
Anna Detert	Resident	561-723-6057	adeterre@hotmail.com

Item #4.

Gmail

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

Based on the FACTS, Council Member Davis is in error- new retail will generate more, not less, traffic than multi-family housing and also negatively impact existing retail

1 message

Paul Tischler <pstischler@gmail.com> Sun, Aug 3, 2025 at 12:42 PM
To: town_council@juno-beach.fl.us
Cc: Dana Little <dlittle@tcrpc.org>, Thomas Lanahan <tlanahan@tcrpc.org>

1.There are many more trips generated by retail than multifamily per 1,000 square feet. According to the current adopted Palm Beach County Impact Fee Schedule, the road impact fee for general commercial retail in a shopping center of under 40,000 square feet is $4,048 per 1,000 square feet and for a quality restaurant it is $17,420 per 1,000 square feet. (Road impact fees are based on trips). For a residential unit in a multifamily building of four or more stories, the road impact fee is $2,554 per UNIT. If one were to assume a 2,000 square foot unit, the fee equals $1,277 per 1,000 square feet. The general commercial is 3.17 times greater in trip generation and therefore impact fee than the 2,000 square foot multi-family unit and the restaurant is 13.64 times greater than the 2,000 square foot multi-family unit. If one wants to minimize additional traffic, new retail should be DISCOURAGED, not encouraged. Please ask the consultant to further explain this reality, if needed.

2. Additional retail will further threaten existing retail. The consultant's market evaluation has found that there is more than enough retail in very close proximity to Juno Beach. In fact there are two community shopping centers, anchored by a Publix and a drug store, within one mile of the Juno Beach borders. In addition, there is retail space vacant in Juno Beach and many of the merchants find the market very competitive and challenging. To add additional retail will create more competition. Again, this is a reason why new retail should be DISCOURAGED. Please ask the consultant to further explain this situation if needed.

Based on the above, the consultant's suggestions regarding retail appear sound in trying to minimize additional traffic and protect existing retailers. New retail should be discouraged, not encouraged.

Note: Paul Tischler is a resident in Ocean Royale. Prior to retiring from TischlerBise, he conducted scores of impact fee and fiscal impact studies for jurisdictions around the country.

Item #4.

Gmail

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

Absolutely no

1 message

'Carol' via Council <town_council@juno-beach.fl.us> Sat, Aug 2, 2025 at 7:12 PM
Reply-To: Carol <carolju@aol.com>
To: town_council@juno-beach.fl.us

Please do not allow all the residential building. Some is ok but by the sounds of things it seems LIKE WAY TO MANY townhouses/condos. The town roads can not handle all of the congestion this will bring.

Thanks,
Carol Julich
Carolju@aol.com
973 985 7568

Sent from my Verizon, Samsung Galaxy smartphone

Item #4.

Gmail

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

Developers

1 message

'Michael Cohen' via Council <town_council@juno-beach.fl.us> Sun, Aug 3, 2025 at 1:37 PM
Reply-To: Michael Cohen <waves2@bellsouth.net>
To: town_council@juno-beach.fl.us

The developer to commercial ratio as it currently stands should be maintained.
Michael Cohen
Juno Beach, FL
waves2@bellsouth.net
Ph. 772 285 0524

Item #4.

Gmail

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

No to 90% / 10%

1 message

Jay Brandli <jwbrandli@gmail.com> Sat, Aug 2, 2025 at 5:00 PM
To: town_council@juno-beach.fl.us

I do not support any plan that has 90% residential requirements.

In favor of keeping 75% / 25% which has served Juno well.

The traffic is already horrendous at Donald Ross & US-1 and about to get worse.

Item #4.

Gmail

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

Absolutely no

1 message

'Carol' via Council <town_council@juno-beach.fl.us> Sat, Aug 2, 2025 at 7:12 PM
Reply-To: Carol <carolju@aol.com>
To: town_council@juno-beach.fl.us

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Thanks,
Carol Julich
Carolju@aol.com
973 985 7568

Sent from my Verizon, Samsung Galaxy smartphone

Item #4.

Gmail

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

Juno Beach - Future - keep JB special / Control it & NOT Incentize Development

1 message

jim Ehret <jim@ehret-consulting.com> Sun, Aug 3, 2025 at 12:52 PM
To: Town Juno Beach Council <town_council@juno-beach.fl.us>, dlittle@tcrpc.org, Robert Cole <rcole@juno-beach.fl.us>, Frank Davila <fdavila@juno-beach.fl.us>, Caitlin Copeland <ccopeland@juno-beach.fl.us>

Dear Town Council and Town Manager & P&Z Plus TCRPC

The Secret Sauce of Juno Beach: Why Open Space Is the Town's Most Precious Asset

Juno Beach is a unique seaside community, distinct from many other desirable coastal towns in Florida. Its unique character, often described by residents as "the open-space feel," is the town's most precious asset. This quality stems from its low-rise buildings, generous setbacks, preserved green spaces, and natural preserves, which together create a sense of openness and tranquility. This "secret sauce" is what makes Juno Beach so cherished by residents and visitors alike.

However, this very quality makes Juno Beach vulnerable. Developers often see open land and low density as an opportunity for high-density development. The town's zoning laws, building height limits, conservation easements, and long-standing covenants are the framework that protects Juno Beach's beauty. Even minor exceptions or small density increases can subtly chip away at these protections, leading to an unraveling of the town's character. For those familiar with land use and planning, these seemingly minor changes are cracks in the foundation that are very difficult to mend once the shift occurs.

Juno Beach does not need to be reimagined; it needs to be protected. The open-space feel is not merely a design choice but the defining characteristic of the town, and once it's gone, it's gone for good.

The approach of simply adding more residents, housing units, and commercial spaces is flawed. We saw strong evidence of this at the July 16th Planning Meeting Review with Citizens, where 85% of the many Juno Beach residents who spoke for 2.5 hours expressed opposition to the Carretta like future development in our future.

The concept of "supersizing," where developers and realtors prioritize maximum tax revenue (most of which goes to Palm Beach County, with only a small portion to Juno Beach) is a concerning trend. If the town & Council caves to the demands of property rights groups, PACs, developers, and realtors, allowing incentives like the 95% to 5% split or even 90% to 10%, we will have failed to protect our town.

Regarding the potential Plaza DeMar project, we should hold firm to a 75% to 25% split. We could potentially negotiate an 80% to 10% split, with clear height and sizing limits, and ensure 10% open space for both the public and new residents to enjoy. Additionally, if developers propose 3,000 square foot units, they should consider reducing the number of units, for example, to 90 units instead of 180, as TC study suggests.

The TCRPC's suggestion of a 90% to 10% split is flawed. It's also unrealistic to think a developer would accept 180 units at only 1,200 square feet each. They will undoubtedly point to the approved Carretta project, which features 95 units averaging over 3,000 square feet each on just 4 acres, and pursue a similar model with underground parking, larger buildings, and supersized condos for maximum profits.

It's clear that between PACs and some council members spinning their messages, they will find ways to push through projects, much like what happened with Carretta.

The critical message here is "NO MORE." To truly "Keep Juno Beach, Juno Beach," we must recognize and defend the quality that makes it special.

This means standing firm on the laws and policies that preserve open space and understanding that protecting this "secret sauce" is not optional; it is essential. Otherwise, we will see a similar outcome to the picture below, but across 14 acres instead of just 4, significantly altering Juno Beach's new front door on Route 1 North, 100 yards from the D. Roos at Juno Beach Busites Light.

BELOW PICTURE OF JB NEW FRONT DOOR - On Rt 1 north 100 yards of D Roos at JB Busites Light -



Anyone wants to reach out to be - please do as I am not the only one with huge concerns

Jim

James L. Ehret, P.E.
Ehret Construction Consulting
Club Facility and Construction Advisor
302-540-7600

Juno Beach , FL I Avalon NJ
302-540-7600 | www.Ehret-Consulting.com

EHRET CONSULTING
plan better, build better

Gmail

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

Master Plan

1 message

Nancy Hunter <nancyhunter1213@att.net> Mon, Aug 4, 2025 at 10:20 AM
To: town_council@juno-beach.fl.us

I have reviewed the draft of the Juno Beach Master Plan and have a number of concerns.
The proposed reduction in retail/service space at Plaza La Mer will contribute to the traffic congestion which already exists on Donald Ross Road. In addition the architectural style does not reflect the image of a beach town which is what a majority of residents stressed was important.

In addition converting U.S. 1 commercial parcels into townhouses also adds to the traffic congestion. Developer incentives were changed after Caretta yet it seems the plan suggests a change I am opposed to and benefits developers, not residents.

In my opinion the plan does not consider how the suggested changes will affect existing residents. Adding more residential, displacing existing businesses and adding more congestion to Donald Ross Road will create huge problems. As a resident of Sea Oats we already often have difficulty entering and exiting our development.

I hope you will listen to residents and address their concerns. Thank you.

Nancy Hunter

Sent from my iPad

Item #4.

Gmail

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

Master Plan

1 message

'Sheryl Klein' via Council <town_council@juno-beach.fl.us> Mon, Aug 4, 2025 at 10:47 AM
Reply-To: Sheryl Klein <ssk452@bellsouth.net>
To: town_council@juno-beach.fl.us

18 years ago, I moved to Juno Beach because I loved the town. It was filled with lots of green space and open areas for people to walk and enjoy.
As I look at the plan and what's being built at this time, I see a town that's starting to look like Delray Beach or Boca Raton – too much traffic, two few places for people to gather and just lots of cement.
I now have to leave my condo 10 to 15 minutes earlier than I needed to previously because it is almost impossible in the winter months to get in and out of Sea Oats. Sometimes I have to wait 10 minutes for a break in the traffic. Some people obey the signs but that's only in the Westerly direction. The way the entrance and exit to Caretta is now set up, unfortunately, I believe that there will be many accidents at that corner and coming onto Donald Ross Road. I don't know how that monster at the corner of Donald Ross and US 1 was allowed to be built, but it is overpowering and totally does not reflect the Juno Beach I moved to.

Respectfully submitted,
Sent from my iPhone

Item #4.

Gmail

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

RE: Help Shape the Master Plan for Juno Beach's Future - Your Voice is Important

1 message

'Chris Ryder' via Council <town_council@juno-beach.fl.us> Mon, Aug 4, 2025 at 5:31 PM
Reply-To: cryder@randrflorida.com
To: town_council@juno-beach.fl.us
Cc: Diana Davis <dianadavisjunobeach@gmail.com>, Diana Davis <msdiana.davis@gmail.com>

Juno Beach Town Council Members,

I personally agree with all the positions put forth below. I would propose that Master Plans for the town NOT be discussed in the middle of the summer when most residents take vacation. It gives the appearance of deceit.

The Juno Beach Comprehensive Plan available on your web site requires that development in a Commercial Future Land Use designation is "Land uses and activities within land areas that are predominantly related to and used for the sale, rental, and distribution of products; and the provision or performance of business, personal and professional services." It seems to me that much of the items noted below would be a substantial deviation from your historic plan. This should not be undertaken lightly as it would change ALL the years of planning for concurrency requirements and the vision of Juno Beach.

IMO if any "mixed use" project is to allowed in a Commercial FLU then it must be shown to be possible to provide for the required concurrency first and foremost. Is it possible? Then, you may ask if it is desired? Do you now desire to change what Juno Beach is? If so, then why? What is broken that you are seeking to remedy?

The future land use and zoning code were enacted so as to establish a mix of uses in the community so as to provide for that community. The Caretta project allowed for a re-development of a Commercial FLU parcel while only providing a very small amount of non-residential use floor area. This in and of itself seems to contradict your existing Comp Plan. Allowing these projects necessitates that not only the new residents of that development, but all the residents of the community, to travel (by car) outside the town for goods and services. It also may require far more infrastructure so as to support these new residents. Most importantly it changes the character of the town and negates all the careful planning of the Comp Plan and zoning codes implemented to date. Aside from the old Winn Dixie, the Plaza Le Mer is full. The commercial in front of the Christmas Tree lot is full. Thus, there is demand for non residential space.

On the old "Christmas Tree" lot, also Commercial FLU, the town is allowing town houses. A 100% residential project. Caretta, also Commercial FLU, was allowed with a VERY minimal non residential component. IMO that was a mistake.

As an engineer, contractor and real estate broker I have made a life of designing, building and selling real estate. I am all for development. But responsible development must be provided for, be consistent with long term planning and be true to the vision of the town while providing for the infrastructure and day to day needs of the residents.

My recommendation would be to first ask what the existing and planned infrastructure will support? Then ask what is the problem that we are seeking to "fix?" Why is this being changed? Is it to simply enrich others? How will this increase (or decrease) the quality of life of the current residents? If you can do it then why are you doing it?

If, and I say IF you wish to allow residential uses in the commercial future land use designations, and it is possible, then I would recommend you follow the successful code framework of other towns, such as Delray Beach. Broadly speaking they require, based upon a 4 story maximum, that 25% (basically the first floor) to have a non-residential use in any mixed use project to be permitted on a Commercial FLU designation parcel.

Best Regards,

Chris Ryder
561.818.3858
Broker/Owner
R&R Realty Inc.

From: Diana Davis [mailto:dianadavisjunobeach@gmail.com]
Sent: Sunday, August 3, 2025 10:58 AM
To: Diana Davis
Subject: Help Shape the Master Plan for Juno Beach's Future - Your Voice is Important

Dear Neighbors,

As the Town Council prepares to review the *Work-In-Progress* draft of the Juno Beach Master Plan this Wednesday, your input is critically important. This plan will shape how our community evolves—and it's vital that it reflects the values and vision of our residents.

I encourage you to take a few minutes to email your thoughts to **all members of Town Council** at: **town_council@juno-beach.fl.us**. (or click red button in attached email for link)

Please consider asking the Town Council to require that the Treasure Coast Regional Planning Council revise the Master Plan to:

1. **Create tangible benefits for existing residents** as redevelopment occurs—such as identifying the right mix of goods and services to reduce travel time for daily needs, and proposing ways to attract those businesses to our Town.
2. **Develop a unifying vision for architectural styles and landscape palettes** that reflect and reinforce the identity and charm of Juno Beach.
3. **Reject the proposed drastic reduction in retail/service space** at Plaza La Mer—from 111,361 sq. ft. down to just 21,000 sq. ft.—as it limits convenience and walkability for residents.
4. **Reject the reintroduction of developer incentives** (90% residential / 10% commercial) in our commercial zoning districts. These incentives were removed from our code following the Caretta Project, which replaced local retail with large condominium units.

5. **Reject the conversion of U.S. 1 commercial parcels into townhouses**, which displaces potential locations mom-and-pop businesses and reduces the walkable and bikeable destinations that support a vibrant local community.

Above all, the Master Plan should not prioritize maximum redevelopment incentives. It should ensure that when redevelopment does occur, it is guided by strong Land Development Codes that preserve the character, scale, and quality of life that define Juno Beach.

Your emails will make a difference. The more we hear directly from residents, the more likely our Town Council's decisions will reflect your priorities.

With appreciation,
Diana Davis
Vice Mayor Pro Tem
Town of Juno Beach



Diana Davis, Vice Mayor Pro Tem Town Council Juno Beach

- 6th August Wednesday 5:30 pm Master Plan Work-In-Progress Meeting with Treasure Coast Regional Planning Council - more work is needed.
- 7th August Thursday 3pm Town Council Meeting to complete the agenda items from July 23rd meeting

This newsletter contains the opinions of Vice Mayor Pro Tem Diana Davis and is not intended to reflect a Town of Juno Beach or Town Council viewpoint.

Email: ddavis@juno-beach.fl.us or DianaDavisJunoBeach@gmail.com

Work-In-Progress Draft Master Plan - we're not there yet

The Treasure Coast Regional Planning Council (TCRPC) was contracted by the Town of Juno Beach to develop a Master Plan that reflects our community's values and vision. Their assignment was to guide future development in a way that:

- Preserves our unique small-town character, scale, and identity
- Retains and supports our local, mom-and-pop businesses
- Improves pedestrian safety and traffic flow
- Enhances walkability, bikeability, and beautification including sidewalk shade
- Architectural quality that complements our beach and commercial corridors

Where Things Stand Now: TCRPC has released a Work-In-Progress draft. While it is not a complete Master Plan, we do have the proposal redevelopment plans for our U.S. 1 and Donald Ross commercial corridor. **Click here for the draft Work-In-Progress version of the plan.**

Unfortunately, the current draft appears to fall short. It recommends:

- Drastically reducing commercial/retail space in favor of up to 90% residential and a minimum of 10% commercial.
- Abandoning our current codes of up to 75% residential and 25% commercial (or 80/20 as special exception) for our commercial zoned districts
- No noticeable accompanying reductions in building mass, bulk, height, and lot coverage, or increases in landscape open space & architectural quality
- No incentives to curate the correct mix of retail/services to reduce trip times for residents in pursuit of their needed goods and services

This approach echoes the developer incentives for the Caretta project that were abandoned after its approval (lessons learned).

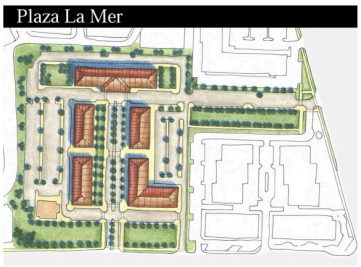
Why this Matters. Initial review suggests this draft does not create a shared community vision and it does not provide enough quality-of-life benefits for current residents. We must ensure that any plan protects what we love about Juno beach while planning thoughtfully for the future.

Take Action:

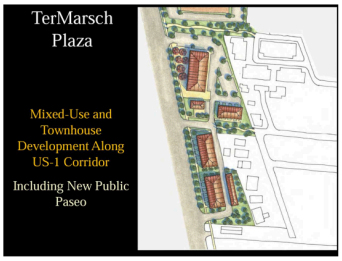
- **Email the Town Council so that your comments are on the record.** town_council@juno-beach.fl.us (or click red button)
- **Attend the August 6th, 5:30pm meeting for answers from TCRPC.**

Click here to Email Town Council - NO to Developer Incentives for our commercial areas to become residential

As stewards of Juno Beach's future, it is imperative that the Town Council aligns its policy decisions with the values of our community, thank you for staying engaged.



Master Plan draft proposal for Plaza La Mer - This property is 10.24 acres roughly 2 times the size of the Caretta parcel. TCRPC's suggests developer incentives of 90% residential, 184 residential units (1,200 sqft each) or 215,000 sq ft. of residential and 10% commercial/retail or 21,100 sq ft. **Note that the current retail leasable space is now 111,361 sq ft.**



Master Plan draft proposal for TerMarsch Plaza - Details are lacking for these commercial parcels that include mixed use and townhouses other than layout shown here and sketches of buildings without detailed architectural design or site area specifications (lot coverage, etc.). Note that Townhouses are 100% residential.

ddavis@juno-beach.fl.us - Click here to contact me

With gratitude for your continued involvement in the process,
Diana Davis, Vice Mayor Pro Tem
phone: 561-267-7772 official email: **ddavis@juno-beach.fl.us**

Save the Dates

August 4th - *Canceled* **- 4pm Planning & Zoning Board**
August 6th - 9:30 am Coffee with a Cop
August 6th - 5:30pm Special Town Council Meeting on the Master Plan & Vision for our Community click here for the agenda
August 7th - 3pm Town Council Meeting to complete remaining July 23rd agenda items click here for the agenda
August 22nd - 4pm Council Hour

August 26th - 5pm Town Council Meeting (note Tuesday & the time)

Click here for the July 23rd Town Council meeting agenda and backup material. Click here for the video of the July 23rd Town Council meeting. Link to Town Calendar for July. Link to Town Calendar for August.

Diana Davis Juno Beach Town Council | 440 Sunset Way | Juno Beach, FL 33408 US

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Item #4.

Gmail

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

Work-in-progress Draft Master Plan

1 message

ANNE KEELMANN <akeelmann@rogers.com> Tue, Aug 5, 2025 at 12:21 PM
To: "town_council@juno-beach.fl.us" <town_council@juno-beach.fl.us>
Cc: Vaino Keelmann <vkeelmann@rogers.com>

We are still puzzled that only 32 interviews were done and that residents and property owners were not surveyed for the report. Many residents feel that their thoughts are not being heard. I was particularly disappointed that Dana Little did not respond to my email back in March, not until July when I emailed again.

It's very disconcerting to see the proposal for Plaza La Mer with only 10% commercial proposed and the rest residential especially located next to the Caretta condos. This must be adamantly rejected by the Town Council!

We are very concerned about the future development of TerMarsh plaza also. US 1 is the ideal location for businesses, not condos and townhouses.

We need to provide incentives for the "mom and pop" businesses to stay in Juno Beach, not to developers! If there is less commercial business in Juno Beach, we will all be forced to drive greater distances for services, and traffic will most certainly increase with more residential units proposed as well. It is already challenging to drive across the Donald Ross bridge. Right now, it is possible to walk and bike with our children and grandchildren to these services in town.

Hoping that the Holiday Inn site will continue to be a hotel site where we can host visitors instead of more air b'nb's and rentals in Juno Beach that are truly getting out of hand.

We need the right mix of goods and services for our existing residents to keep the charm of Juno Beach. We bought our home in Juno Beach approx 14 years ago, specifically since it was in a quiet charming area of Florida, compared to Jupiter and the areas south of us. Please don't ruin it now for future generations!

Yours sincerely,

Anne & Vaino Keelmann
410 N Lyra Circle

Item #4.

Gmail

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

Master plan

1 message

jack bolnick <jackisdiego@gmail.com> Wed, Aug 6, 2025 at 8:14 AM
To: Town_Council@juno-beach.fl.us

As a Juno beach resident we picked Juno Beach for our home as it seemed perfect for what we were looking for.
How this new proposal could consider eliminating the family businesses at plaza del mer makes no sense. More residential housing is the last thing we need. Traffic has become ridiculous at times and the new projects will make it worse.
Why not concentrate on making our town prettier and more walkable.
Jack & Susan Bolnick
450 Ocean Drive
Sent from my iPhone

Item #4.

Gmail

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

Master Plan Draft Comments-US 1 Corridor

1 message

Ian G <iangreen.usa@gmail.com> Wed, Aug 6, 2025 at 9:05 AM
To: town_council@juno-beach.fl.us, Caitlin Copeland <ccopeland@juno-beach.fl.us>, Frank Davila <fdavila@juno-beach.fl.us>

Hi Caitlin,

Hope all is well. Appreciate your help to forward this message to the Town Council, Town Manager, Staff, and Dana Little. Thank you.

Distribution:
Town council
Town Manager & Staff
Dana Little

To start on a positive note, a big thank you to the Town Staff and Council for investing in a Proposed Master Plan, the objective of which is to see and feel the future vision of JB for optimal execution.

I've been an Ocean Ridge resident of JB for 13 years, and love the small-beach town feel, including walking from the east along the Bike Path west for a morning coffee at papa Kwan's, weekend breakfast at JB cafe or dinner at Thirst turtle. Likewise, the unobstructed Oceanridge views of the sunsets to the west from my home are beautiful.

On a related note the newly constructed 3 story Estate homes to the south of me totally enveloped the sun and removed any views to my south. These homes were built with a 5-foot side setback which basically encroaches and towers over my home with little to no landscaping. My concern is that the same may occur to my west or Ter Marsch and The Holiday Inn. These projects may reduce the value of my home and others in this community to the East of US 1 depending on the ultimate construction type, height, setback, landscaping, and view. As stewards of Juno Beach, the Town Council ought to include this critical issue and concern in the mix of desired outcomes for new construction along this corridor. In essence an impact study for The homes and communities just east of the Holiday Inn and Ter Marsch sites. These are the communities most affected, and which utilize the retail in walking distance.

My initial observation of the proposed Master Plan would suggest to include the Holiday Inn sale and its potential construction type overlay along with the Ter Marsch plaza and any other available tracts on US 1 on the east side. This would be a Holistic approach, along with further insights on whether a one size 90/10 Residential to Commercial ratio would fit the JB lifestyle along this corridor as it would become primarily residential.

Accordingly, upon first glance, the Master Plan draft "as is" does not maintain the quality of life of the JB residents just east of Ter Marsch and the Holiday Inn. How would this corridor be considered "walking the Town square" with all construction at 90/10?? Many residents from the east of US 1 walk the path to the west for cafe or breakfast. It would become primarily residential. You get the picture!

Also concerning is the proposed building height which may impede our views to the west, setbacks that may encroach our homes, trash bin placement, parking lots, traffic flows on US1 and the DR bridge given the significant number of added residents, automobiles and service vehicles. How does this plan consider evacuation routes and bottlenecks? The lights at Donald Ross and US1 are extremely long as it is and the DR bridge traffic has been known to back up to US 1 and overflow into the intersection during the height of season. This ought to be part of the equation??

This corridor should also be reviewed to widen the Donald Ross sidewalks for safe streets given the potential increase in pedestrians and bikes. Likewise, the same applies to the Bike Path east of US 1 to Ocean Drive. If this pathway stays open it should be a fluid concrete walkway around the entire path in lieu of striping a 4 foot pedestrian bike lane along a narrow street with blind corners. These vehicle lanes are only 9 feet wide or less without any buffer between the cars & trucks and pedestrians and bike lane. Does this really meet Palm Beach code and certainly cannot be "Safe Streets" compliant.

I fail to see how this present draft supports our small town feel or aesthetics in this section of JB along US 1 and the Bike Path. A holistic approach along this corridor including The Holiday Inn and Ter Marsch would be helpful. We should also strive to do a better job in supporting the Mom & Pop small businesses which are now prevalent in JB, and determine a

better mix of residential commercial to retain the walkability that the Town has been known for, while improving traffic and safety. This also includes appropriate height restrictions, architecture & aesthetics, and setbacks that do not cause harm to other residential communities to the east of US 1. Robust landscaping and trees are paramount.

With respect, my concerns above are not criticisms, and ought to be viewed as talking points to consider modifications from a JB resident located just east of Ter Marsch and The Holiday inn. Perhaps a flexible approach to consider would be a mix of 90/10 and 80/20 within walking distance depending on size and scale of the lots. Appreciate your time, effort and service to Juno Beach.

I encourage each of the Town Council, Town Manager, Dana and others to visit with me in Oceanridge to see this community from my perspective, the view to the west of my community, and walk along the route from east to west down to Ter Marsch for a coffee and experience the perspective.

My Best,

Ian A Green
Resident Juno Beach
iangreen.usa@gmail.com

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:** 8/6/2025

NAME: John Stellato **PHONE NO.:** 561 841 7378

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☑ I WISH TO SPEAK

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:** 8/6/2025

NAME: Ian Green **PHONE NO.:** 561 313 8733

REPRESENTING (IF APPLICABLE): Resident

ADDRESS: 469 Oceanridge Way Juno Beach

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☐ I WISH TO SPEAK

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 #: MATTER DOWN DATE: TODAY 8/6/2025

NAME: WILLIAM KIMOCK PHONE NO.:

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☐ I WISH TO SPEAK

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: 8/6/25

NAME: David Cox PHONE NO.:

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☒ I WISH TO SPEAK

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:** 8-6-25

NAME: MAX FRASER **PHONE NO.:** 561-351-7116

REPRESENTING (IF APPLICABLE): _____

ADDRESS: 500 S Lyra Circle, Juno Beach, FL 33408

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☑ I WISH TO SPEAK

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:** 8/6/25

NAME: Anne Bosso **PHONE NO.:** 561-844-5500

REPRESENTING (IF APPLICABLE): _____

ADDRESS: _____

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☐ I WISH TO SPEAK

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:** 8/6/2025

NAME: Ken Abbott **PHONE NO.:** 339-298-9469

REPRESENTING (IF APPLICABLE):

ADDRESS: 531 Lyra Cir Solt

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☐ I WISH TO SPEAK

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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:** 8/6/25

NAME: ANNA DETENT **PHONE NO.:** 561-723-6857

REPRESENTING (IF APPLICABLE): SEA IMAGES

ADDRESS: 1055

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☐ I WISH TO SPEAK

8/6/2025

I am deeply concerned with the current Work-In-Progress draft of the Juno Beach Master Plan. It needs to be realigned to reflect the vision and values of the Juno Beach Community and to create long-term quality of life benefits for our existing residents.

My expectation for a Master Plan is that it should ensure that when redevelopment does occur, it is guided by strong Land Development Codes that:

- Preserves our unique small-town character, scale and charm
- Retains and supports our local mom-and-pop businesses
- Improves pedestrian safety and traffic flow
- Enhances walkability bikeability and sidewalk shade
- Protects and complements our beach and commercial corridors

Treasure Coast Regional Planning Council needs to remember, as a Town, Juno Beach is fiscally responsible and do not need to be built out to meet our financial obligations, this plan seems to represent a developer's list of incentives to redevelop our Town as quickly as possible without creating corresponding benefits for our existing residents.

We need a course correction; we need a plan that will:

1. **Create tangible benefits for existing residents** as redevelopment occurs—such as identifying the right mix of goods and services to reduce travel time for daily needs and proposing ways to attract those businesses to our Town.
2. **Develop a unifying vision for architectural styles and landscape palettes** for these commercial areas for upgrades that reflect and reinforce the identity and charm of Juno Beach, while retaining its scale and identity.
3. Create incentives so that the existing retail will remain in place. Our existing businesses need stability so that they can be offered long term leases to make investments in our Town.

I will be making the following motions, to:

4. **Reject the developer incentives** (90% residential / 10% commercial) in our commercial zoning districts. These incentives were removed from our code following the Caretta Project's approval. Our codes do allow residential in commercial districts but at 75%

residential and 25% commercial, and it is only special exception for the 80% residential and 20% commercial.

5. **Reject proposed Plaza La Mer Plan that is a drastic reduction in retail/service space** at Plaza La Mer—from 111,361 sq. ft. down to just 21,100 sq. ft. Reject the architectural style, the landscape proposal and the lower number of parking spaces. The developer incentives are not balanced with proposed public benefits of reduction in mass, height, scale, density, or improvements for quality architecture or increases in landscape coverage.
6. **Reject the conversion of U.S. 1 commercial parcels into townhouses**. I want to support our local businesses, so I will not vote to decrease our commercial zoned properties that is approx. 10% if you do not count the FPL campus – however, in expressing my deep disappointment with the plan's presentation there was not even an attempt to show benefits for existing residents. For example, whether you love or hate the Pulte Town home proposal for the Christmas tree lot, there were tangible benefits written up by the applicant such as (1) reduction in density from 18 units an acre allowed to 8.5 units an acre. (2) Reduction in height from 60' allowed to 40'. (3) Reduction in coverage from 40% allowed to 18%. And (4) Increase in minimum landscape coverage form 15% minimum required to 41%.
7. **I cannot form an opinion about the Tera Marsch groves shops plan, I like the public piaso, but there are no details to give the benefits of this plan to existing residents.**
8. **Direct coordination with our other consultant's work on code improvements by Chen Moore and Associates, our vulnerability assessment, and our strategic plan initiatives.**

Finally, I would suggest that we reschedule our next meeting to look at an In-Progress Master Plan re-write in December and then have our votes in January, so our residents are back and have a greater opportunity to participate in the process.

Traffic increases are a real concern of building our Town's commercial areas into condominiums such as Caretta. While the Palm Beach County traffic trip counts show that residential generates less trips than commercial business, we know from living here that it is the residential

seasonal visitors that create bumper-to-bumper traffic and it is only season when we have to sit through several traffic signal cycles to get through the intersection of Donald Ross and U.S. 1. When Treasure Coast Regional Planning Council pitched what a master plan could do, Kim Delaney specifically said that the correct mix of commercial businesses could reduce the amount of time our existing residents are on the road getting their needed goods and services. The Palm Beach Country trip counts are only one data point and not the decision-making factor.

8/6/2025

Town of Juno Beach – Work-In-Progress Master Plan Review

Vice Mayor Pro Tem Diana Davis – Talking Points / Summary Evaluation

Strengths of the Draft Master Plan

☑ **Mobility Improvements**

- Raised pedestrian crosswalks at key locations (Olympus, Atlantic, Ocean Drive) improve safety and walkability. [research - noise level in decibels, can the street lighting replace flashing street signs]
- Focus on integrated sidewalk networks, crosswalks, and SunTrail connectivity is a step forward for pedestrians and cyclists. [must add shaded sidewalks and water fountains]

☑ **Support for Local Businesses**

- Strong recommendation to **support existing businesses** through policy tools and incentives
- Supporting our mom-and-pop businesses within the US-1/Donald Ross commercial cluster aligns with community goals.
- Creative ideas like a **small business grant program** for façade upgrades, signage, landscaping, and lighting.
- Suggestion to create a **merchant's association**, host events, and launch multimedia marketing campaigns to promote local business.
- Exploring a **special taxing district** (US-1 Corridor Improvement District) to fund business retention is worth pursuing.

☑ **Urban Design Recommendations (with conditions)**

- Proposal to require **high-quality public spaces**, visibility, and amenities in new mixed-use projects is positive—*if tied to Juno Beach's unique design identity*.
- Future **Architectural and Design Guidelines** Pattern Book would help preserve the coastal town character. However, now as part of the Master Plan the vision for our commercial corridor, it needs to have an architectural and landscape identity or vision that does not wait on a pattern book (as a separately billed project that includes residential design).

☑ **Plaza Redevelopment Opportunity (with modifications)**

- The idea of a public paseo in TerMarsch Plaza is promising.
- Opportunity exists to improve Plaza La Mer, but the current concept **must be revised** to match the Town's character and scale. Can we incentivize a smaller scale project or voluntary historical preservation?

Areas of Concern / Recommendations for Revision

❌ **Architectural Style & Massing at Plaza La Mer**

- The current concept lacks architectural character—it feels large, institutional, and disconnected from our community vision.
- Design should reflect **Old Florida vernacular**, Key West, Mediterranean, or pedestrian-scale Victorian styles found in Juno's civic buildings and older neighborhoods.
- Priority must be given to preserving a sense of space, light, and landscaping—not just density and height.

❌ **Loss of Commercial Space**

- The current proposal for Plaza La Mer includes only **21,100 SF of commercial space**, down from **111,000 SF** currently.
- Encourage commercial investors to give long term leases so businesses can invest in the community
- We should **retain at least the current commercial square footage** and avoid incentives that encourage residential over retail.

❌ **Traffic Impacts Mischaracterized**

- Master Plan relies on county-level trip counts that suggest residential has less traffic impact than commercial.
- However, **seasonal residential traffic** is what clogs U.S. 1 and Donald Ross, especially during rush hours.
- Commercial businesses like cafés and hardware stores may spread out trips throughout the day and reduce the need to leave Town—**a major quality-of-life improvement**.

❌ **Overlay Regulations Concerns**

- **Reducing residential parking to 1.5 spaces/unit** is unrealistic. With 682 current spaces at Plaza La Mer, the new concept proposes only 400 total.
- **Increased density from 18 to 25 units/acre** will exacerbate seasonal traffic, parking shortfalls, and infrastructure strain.

✖ Missed Opportunities

- No clear **landscape palette or buffer strategy** to screen buildings, shade pedestrians, or define a sense of place.

SPECIAL TOWN COUNCIL MEETING MINUTES

August 7, 2025 at 3:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT:	PEGGY WHEELER, MAYOR JOHN CALLAGHAN, VICE MAYOR DIANA DAVIS, VICE MAYOR PRO TEM MARIANNE HOSTA, COUNCILMEMBER DD HALPERN, COUNCILMEMBER
ALSO PRESENT:	ROBERT A. COLE, TOWN MANAGER LEONARD RUBIN, TOWN ATTORNEY CAITLIN COPELAND-RODRIGUEZ, TOWN CLERK TIM HANNON, DEPUTY DIRECTOR OF PUBLIC WORKS

AUDIENCE: 7

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

Council gave unanimous consensus to have staff contact the property owner of the proposed annexation parcel rather than sending letters of opposition to the other jurisdictions.

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.

Public Comments Opened at 3:02pm.

Public Comments Closed at 3:09pm.

COUNCIL ACTION/DISCUSSION ITEMS

Mayor Wheeler, Vice Mayor Callaghan, and Councilmember Hosta gave consensus for each member of Council to speak on an item for up to three (3) minutes prior to a motion.

DRAFT

1. Discussion on Legal Risks

   MOTION: *Callaghan/Halpern made a motion to allow Vice Mayor Pro Tem Davis up to three (3) additional minutes to explain her initiative.*
   ACTION: *The motion passed 4-1 with Councilmember Hosta opposed.*

   Mayor Wheeler, Vice Mayor Callaghan, and Councilmember Hosta gave consensus to keep things status quo.

2. Resolution No. 2025-09 - Agreement with Seacoast Utility Authority

   MOTION: *Hosta/Callaghan made a motion to approve Resolution No. 2025-09 – Agreement with Seacoast Utility Authority as amended subject to SUA providing a Certificate of Insurance with legal review.*
   ACTION: *The motion passed unanimously.*

3. Resolution No. 2025-10 – Rules of Procedure & Town Council Protocols

   MOTION: *Davis/Hosta made a motion to approve Resolution No. 2025-10 – Rules of Procedure and Town Council Protocols as amended (see attached highlighted changes).*
   ACTION: *The motion passed unanimously.*

4. Discussion on Town Attorney Position Following Resignation

   MOTION: *Callaghan made a motion to increase Leonard Rubin's hourly rate to $300 until Christmas.*
   ACTION: *The motion failed for lack of a second.*

   Council gave unanimous consensus to proceed with the Request for Proposals process.

COMMENTS FROM THE COUNCIL

Council gave unanimous consensus for staff to draft a follow-up letter to the Coast Guard requesting a modification to the bridge opening schedule during season.

Mayor Wheeler, Vice Mayor Callaghan, and Vice Mayor Pro Tem Davis gave consensus to have the Town's Department Directors conduct a presentation to the Town Council on the Town processes and procedures, including insurance and procurement.

ADJOURNMENT

Mayor Wheeler adjourned the meeting at 6:06pm.

_____ _____

Peggy Wheeler, Mayor Caitlin E. Copeland-Rodriguez, Town Clerk

DRAFT

TOWN OF JUNO BEACH

Rules of Procedure and Town Council Protocols

A. Policy Statement

It is Juno Beach Town Council (Council) policy that these Rules of Procedure and Protocols shall govern all official Council meetings and generally promote excellence in local government, characterized by effective and efficient meetings, respectful interactions between and among Town Councilmembers, staff, and the public, and thoughtful consideration of the role of public leadership in maintaining the reputation of Juno Beach as a professional council-manager form of local government.

Councilmembers shall conduct official Town business in a manner consistent with their status in the community as leaders, convenors, and collaborators. Committed to modeling civility, honesty, and integrity in their public and private lives, the Town Council embraces ethical, transparent, and accountable governance.

These Rules of Procedure and Town Council Protocols are intended to provide general rules of engagement for the Council while conducting the business of the Town of Juno Beach, FL. It is understood that there will be extenuating circumstances at times that will mean certain protocols will be waived or adjusted. However, it is also understood that such circumstances should be the exception and not the rule.

Any rule or procedure not covered by these Rules or under applicable law shall be decided upon by the Presiding Officer in accordance with Robert's Rules of Order Revised for Deliberative Assemblies (Current Edition, Henry Robert et al). The Town Attorney shall serve as the Parliamentarian and shall advise and assist the Presiding Officer on matters of parliamentary law and on enforcement of procedural rules.

B. Applicability

These rules shall apply to all public meetings of the Town Council, the Planning and Zoning Board and any other Town board or committee. Additionally, in accordance with Section 286.0114(3)(a-d), Florida Statutes, the right of public participation shall not apply to the following:

1. An official act that must be taken to deal with an emergency situation affecting the public health, safety and welfare if compliance with these rules and policies would cause an unreasonable delay in the ability of the Council, Board, or Committee to act;

2. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;

3. A meeting that is exempt from Section 286.011, Florida Statutes ("Government in the Sunshine Law"); and

4. An item during which the Council, Board, or Committee is acting in a quasi-judicial capacity, during which different rules and timeframes may be applicable.

C. Public Participation Rules

The Town of Juno Beach welcomes comments from the public, and all members of the public shall be given a reasonable opportunity to make general comments and be heard on items placed on the agenda at any public meeting. Public Comment is intended to foster dialogue in a respectful and civil manner. Any person who makes disrespectful and uncivil remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of a meeting shall, at the discretion of the Presiding Officer, be ordered to yield the floor and may be barred from further participation during that meeting. Public comments are requested to be made with these guidelines in mind.

1. Each speaker shall be given an opportunity to speak for three (3) minutes during the public comment portion of the meeting or to address a particular agenda item. This time may be extended by the Presiding Officer; however, speakers may not yield their allotted time to another speaker.

2. All speakers are recommended to complete a comment card, indicating whether they wish to speak during the public comment portion or address a specific agenda item, and hand the comment card to the Town Clerk. Any person wishing to participate electronically shall contact the Town Clerk no later than noon on the day of the meeting to receive the log in instructions.

3. When called to speak by the Presiding Officer or Town Clerk, the speaker shall step up to one of the podiums. Speakers participating electronically will be notified by the Town Clerk when to begin speaking. Each speaker shall identify him or herself by name and address. The speaker shall state if he or she is speaking on behalf of a group or organization and identify the group or organization.

4. Any person wishing to address an item not on the agenda or on the consent agenda shall speak under the public comment portion of the meeting.

5. Members of the Council, Board, or Committee should either withhold comments or address comments during the Council, Board, or Committee comment portion of the agenda. The Council may request that the Town Manager take action on requests or comments made by members of the public.

6. There is no right to public participation at a Workshop or Work Session. Public participation during such meetings may be permitted at the discretion of a majority vote of the Town Council, Board, or Committee.

D. Decorum Rules

1. All Town meetings shall be conducted in an orderly and businesslike manner. All participants and attendees shall be treated with respect.

2. ~~The Town~~Everyone shall adhere to the following norms of civility:

    a. A person who has the floor shall be permitted to speak without interruption, whether by other participants or attendees, unless addressed by the Presiding Officer pursuant to subsection F below.

    b. Speakers shall refrain from impertinent or slanderous comments, defined as comments that are immaterial to official Town business, and which tend to impugn the reputation of the person about whom the comment is made.

    c. A speaker's tone of voice and word choice shall be appropriate for a formal, civic meeting. The use of gratuitous profanity or the making of abusive or threatening comments shall not be tolerated.

    d. No person shall engage in disruptive behavior, such as calling out from the audience, clapping, booing, or whistling.

E. Enforcement of Procedural Rules

1. Should the Presiding Officer determine that the Rules of Procedure have been violated, the Presiding Officer may interrupt the meeting and give the violator a verbal warning to cease such conduct. The Presiding Officer may inform the violator that any subsequent violations may result in his or her removal from the meeting.

2. Following the issue of a verbal warning, should the Presiding Officer determine that the Rules of Procedure have again been violated by the same person at the same meeting, the Presiding Officer may direct the violator to leave the meeting. In the event the violator is requested to leave and refuses, the Presiding Officer may recess the meeting and direct Town law enforcement personnel to assist.

3. Any determination by the Presiding Officer regarding enforcement of the Rules of Procedure may be overruled by a majority of the Councilmembers, Boardmembers, or Committee Members present at the meeting.

F. Duties and Responsibilities of the Presiding Officer

1. The Mayor shall be the Presiding Officer of the Town Council. In case of the absence or inability of the Mayor, the Vice Mayor shall assume the responsibilities of the Presiding Officer, and if both are absent or unable, the Vice Mayor Pro Tem shall preside.

2. The Presiding Officer shall preserve order. The Presiding Officer may call to order any member of the Town Council or any member of the public who may violate any of these rules or otherwise disrupt the orderly proceeding of the meeting. The Presiding Officer shall decide all questions of order subject to a majority vote on an appeal of the decision.

3. The Presiding Officer shall recognize all Councilmembers who seek the floor when entitled to do so.

4. The Presiding Officer will represent the Council and its consensus policies at meetings, conferences, or other occasions involving other governmental entities, agencies, officials or groups, or nongovernmental organizations, departments, agencies or officials, and report back to the Council anything of significance.

5. The Presiding Officer has the power to call for a recess not to exceed ten (10) minutes. Recesses requested by any other Councilmembers require a majority vote of Council.

G. General Meeting Procedures (Order of Business)

1. The order of business for a regular meeting shall ordinarily be:
    1. Call to Order
    2. Pledge Allegiance to the Flag
    3. Additions, Deletions, Substitutions to the Agenda
    4. Presentations
    5. Comments from the Town Manager, the Town Attorney, and Staff
    6. Comments from the Public
    7. Consent Agenda
    8. Council Action/Discussion Items
    9. Comments from the Council
    10. Adjournment

2. The order of business may be revised by a majority vote.

3. Except for matters advertised for public hearing, any matter may be removed from an agenda by the person who placed it on the agenda or by a majority vote.

H. Agenda Procedures

1. Agenda distribution deadline: The deadline for distributing a final agenda with supporting documents shall be no later than 4PM Wednesday, one (1) week prior to the regularly scheduled Town Council meeting.

   For all Special Meetings, Workshops, or Work Sessions of the Town Council, the agendas with supporting documents will be distributed one (1) week prior.

2. If a Councilmember wishes to add an item to a future agenda, a majority agreement of the Council is required. If approved, the requesting Councilmember must submit a memorandum and any supporting documentation to staff by the established agenda submittal deadline.

3. Agenda submittal deadline: The deadline for submitting items for inclusion on the agenda shall be no later than 12PM on Monday prior to the agenda distribution deadline.

4. All Agenda items with supporting documentation shall be reviewed and approved as deemed appropriate by the Town Manager or his/her designee.

5. If a Councilmember wishes to share information through a presentation, all related materials must be submitted by Friday at 12PM following the agenda distribution date.
~~4.~~

I. Scheduling of Meetings, Workshops, and/or Work Sessions

1. Regular meetings of the Town Council shall be held on the fourth Wednesday of each month at 5PM in the Council Chambers, Town Center, 340 Ocean Drive, Juno Beach, Florida, unless otherwise specified, and must conclude by 10PM in accordance with Ordinance No. 759.

2. If a regular meeting date falls on a holiday, the meeting shall be held in the same location on either the second Wednesday of the month, or on a date specified and agreed upon by the Town Council.

3. Special Meetings may be held on the call of the Mayor or of a majority of the members and in the absence of a state of emergency. Notice of Special Meetings shall be given to each Council member and to the public at least twenty-four (24) hours in advance except for emergency meetings. If the Mayor or a member of the Town Council is absent from the Town or otherwise beyond reach of actual notice, failure to give such notice shall not prevent the convening of the Special Meeting. The Town Council may act on any matter presented at the Special Meeting unless prohibited by the Town Charter or by rules established by the Town Council. Public participation shall occur consistent with these rules and applicable law. Special meetings shall be held in the Council Chambers at Town Center, 340 Ocean Drive, Juno Beach, Florida, or at such other location within the Town as may be designated in the notice of the meeting, beginning at a time to be specified in the notice of the Special Meeting.

4. Workshops must be approved by a majority vote of the Town Council in order to be scheduled. ~~They are intended to address a single topic, typically one that is time-sensitive or requires in-depth review.~~ Council deliberation should remain confined to the matter at hand. No official action may be taken by the Town Council during a Workshop. All Workshops shall be limited to a maximum duration of four (4) hours.

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5. Work Sessions require approval by a majority vote of the Town Council and any topic may be discussed during a Work Session. Because Work Sessions are for Councilmembers to discuss particular matters prior to initiating formal action or public engagement, no official action of the Town Council shall be taken at Work Sessions, and no public participation shall occur unless authorized by majority of the Town Council. All Work Sessions shall be limited to a maximum duration of four (4) hours.

6. Emergency Meetings can be called by the Town Manager or Mayor if in his/her opinion an emergency exists requiring immediate action by the Council. Whenever an Emergency Meeting is called, the Mayor and/or Town Manager shall notify the Clerk, who will inform each Councilmember in writing or verbally of the date, time, and place, as well as the emergency purpose for which it is called; no other business shall be transacted in that meeting. At least twenty-four (24) hours shall elapse between the time the Clerk receives notice of the meeting and the time the meeting is to be held. If because of the nature of the emergency it is not possible to give notice to each Councilmember, or it is impossible to allow twenty-four (24) hours to elapse between the time the Clerk receives notice of the meeting and the time the meeting is held, such failure shall not affect the legality of the meeting if a quorum is in attendance. Reasonable public notice of any Emergency Meeting sufficient to comply with Section 286.011, Florida Statutes, shall be given. In those instances where there is a Town meeting subject to Section 286.011, Florida Statutes, scheduled due to an emergency, and it is not possible to post the notice within the time frames set forth in the Town Code and/or herein, the Town shall be required to post the notice on the Town's website at the earliest practicable time. In the written notice calling the Emergency Meeting, the Town Manager shall include a detailed statement explaining the emergency nature of the meeting.

J. Motions and Debate

1. With the exception of quasi-judicial matters, items before the Council, Board, or Committee shall be commenced by the presentation by a member of Staff (unless the item is initiated by a Councilmember, Boardmember, or Committee Member), followed by public comment. Once the Presiding Officer closes public comment, public comment shall not be reopened unless the Presiding Officer or a majority of the Council, Board, or Committee votes to do so. After the discussion of the item by the Council, Board, or Committee, the Presiding Officer shall call for a motion. In order for a motion to proceed to discussion, it must receive a second which shall be requested by the Town Clerk. If no second is provided, or if discussion begins prior to a second, the motion is deemed to have failed. Once any discussion on the motion has concluded, the Presiding Officer shall call for a vote on the motion. The Town Clerk will conduct a roll call.

2. The Presiding Officer may make or second a motion only after temporarily passing the gavel to the next highest-ranking officer of the Council, Board, or Committee. If that individual is absent, the gavel shall be passed to the highest-ranking officer. Once the motion has been seconded, the Presiding Officer shall resume his or her role by reclaiming the gavel.

3. When engaging in discussion, each Councilmember, Boardmember, or Committee Member shall be allotted three (3) minutes to address the item under consideration. Following this, a motion must be made and seconded before further discussion may proceed. A Councilmember, Boardmember, or Committee Member shall address the Presiding Officer and await recognition before speaking again on an item.

4. Motions may be withdrawn and modified by the maker (with the consent of the member who seconded the motion) at any time prior to a vote. During the discussion of a motion, a Councilmember, Boardmember, or Committee Member may make a motion to amend. If the motion to amend is seconded, the Council, Board, or Committee shall first vote on the motion to amend and then vote on the original motion (as may be amended).

5. No member of the Council, Board, or Committee who is present at any meeting at which an official action is taken may abstain from voting except when there is a possible conflict of interest pursuant to Chapter 112, Florida Statutes, or the Palm Beach County Code of Ethics. In such cases, the Councilmember, Boardmember, or Committee Member shall comply with all applicable disclosure requirements.

6. A motion that receives a tie vote fails. The failure of a motion in the negative (such as a motion to deny) shall not constitute an approval.

~~7. If a Councilmember wishes to share information through a presentation, all related materials must be submitted by Friday at 12PM following the agenda distribution date.~~

7~~8~~. Any member of the Town Council on the prevailing side may move to reconsider any action of the Town Council provided that new relevant information is presented to the Town Council and the motion is made at the following Town Council meeting. No motion to reconsider shall be made more than once on any subject or matter.

Commented [CC2]: Mayor Wheeler, Vice Mayor Callaghan, Councilmember Hosta, and Councilmember Halpern gave consensus to move the original language from #7 to Section H.

K. Town Council Code of Conduct

Goal Statement: The Code of Conduct describes the way members of the Town Council should treat each other, members of Town staff, constituents, and others when representing the Town of Juno Beach. *The Code of Conduct represents aspirational goals that guide Councilmembers toward the highest principles of governance. Although this Code does not represent a body of enforceable rules,* the Code should be considered by Councilmembers when arriving at an ethical course of action and course of behavior – each of which should be worthy of the public's trust in government and the high office to which each Councilmember has been entrusted.

The consistent theme through this Code of Conduct is respect. Elected officials are called upon to exhibit appropriate behavior at all times. Demonstrating respect for each Councilmember and others through words and actions is the "North Star" that guides Councilmembers to do the right thing, even in difficult situations.

A. Guiding Principles and Commitments

To promote public trust and faith in local government, Councilmembers agree to abide by the guiding principles and commitments contained herein.

B. Public Meeting Decorum

Councilmembers will:

1. Prepare in advance for all Council meetings by reviewing agenda materials, including speaking with community members, and becoming familiar with issues. Preparation includes taking advantage of opportunities to meet with the Town Manager and staff to ask questions and/or request additional information to support informed decision making and efficient public meetings.

2. Embrace a philosophy of "no surprises," including alerting the Town Manager in advance of important questions planned to be asked during a meeting so that staff can be prepared to provide the Council and public the desired information at the Council meeting.

3. Request the floor from the Presiding Officer before speaking, excepting Points of Order, and refrain from interrupting or otherwise disturbing another Councilmember who has the floor.

4. Honor and respect the role of the Presiding Officer in maintaining order.

5. Refrain from personal attacks, comments, or innuendo directed toward other Councilmembers, Town staff, or members of the public.

6. Respect the Autonomy of Appointed Boards and Committees: Councilmembers should refrain from speaking in meetings of other Town boards or committees. These appointed bodies are entrusted with the responsibility of providing independent recommendations for Council consideration.

7. Fully participate in all Council meetings, either in person or via Z~~r~~oom, and practice civility, professionalism, and respect in all discussions and debates.

8. Councilmembers shall ensure that all comments pertain to the topic under discussion and focus on the facts of a decision, including any applicable legal parameters.

9. Make the public feel welcome, avoiding any form of disrespect toward an individual participating in a public meeting. To that end, members of the Town Council will:

    a) Actively listen to speakers;
    b) Ask for clarification with the consent of the Presiding Officer, but avoid debate and argument with members of the public; and

c) Be mindful of one's tone and body language.

10. Refrain from using cellular phones or any other type of audible device in a manner that would be disruptive to other members of the Council or members of the public.

C. Conduct Outside of Public Meetings

To support trust and confidence in local government, adhere to the professionalism standards mandated by the council-manager form of government, and promote the dissemination of official public information that is clear, consistent, and accurate, Councilmembers recognize and value the importance of maintaining the following standards of conduct and communication protocols.

Councilmembers will:

1. Not make derogatory personal comments about other Councilmembers, Town Staff, members of the public, or members of any Town-related board, through the dissemination of written materials, including newsletters, blogs, or similar.

2. Curate any personal newsletter, blog, or similar, such that content ~~only incorporates the official decisions and positions of the Town Council and excludes individual opinions, personal commentary, or~~excludes statements that may be perceived as insulting or demeaning, sarcastic, defamatory, or disparaging to others. Any personal newsletter, blog, or similar must contain a statement that these are the opinions of the writer only and not intended to be the official opinion of the Town or Council.

3. Avoid contemporaneous communications in order not to violate the Sunshine Law. If an individual Councilmember nonetheless sends an email to the Council as a whole, no Councilmember will use "reply all," but may direct a private response to the Town Manager and/or Town Attorney.

4. Recognize that their official Town e-mail is the appropriate mechanism for communicating by email with members of the public and further understand that they are personally responsible for maintaining records of all communications that are conducted on a platform other than their Town e-mail, including all text messages.

5. ~~Shall~~ Willl not make any official statements, representations, or inquiries to any public or private agency on behalf of the Town Council without specific authorization from the Council.

6. Members of the Town Council ~~are~~ will be free to take public positions on local, county, state, and federal political issues. Similarly, members of the Town Council have the option to endorse candidates for local, county, state, and federal office.

Commented [CC3]: Mayor Wheeler, Vice Mayor Pro Tem Davis, and Councilmember Halpern gave consensus.

7. Comply with the following prohibitions set forth in Article IV, Section 6 of the Town Charter:

    a. Appointment and removals. Neither the Council nor any of its members shall in any manner dictate the appointment or removal of any town administrative officers or employees whom the manager or any subordinates are empowered to appoint, but the Council may express its views and fully and freely discuss with the manager anything pertaining to the appointment and removal of such officers and employees.

    b. Interference with administration. Except for the purpose of inquiries and investigations, the Council or its members shall deal with town officers and employees who are subject to the direction and supervision of the manager solely through the manager, and neither the Council nor its members shall give orders to any such officer or employee either publicly or privately. Nothing in the foregoing is to be construed to prohibit individual members of the Council from closely scrutinizing all aspects of town government operations so as to obtain independent information. It is the express intent of this charter, however, that recommendations for improvement in town government operations by individual Councilmembers be made to and through the Town Manager, so that the manager may coordinate efforts of all town departments to achieve the greatest possible savings through the most efficient and sound means available.

8. Direct non-routine questions or requests of Town staff to the Town Manager and he/she will direct staff, as may be appropriate. Any commentary on staff performance or personnel issues shall only be directed to the Town Manager without a copy to staff. In communicating directly with Town staff, Councilmembers should:

    a. Avoid directing new staff work or assignments – requests to create or modify work products should first be directed though the Town Manager, without a copy to staff.

    b. Avoid the impression of supervisory tone, e.g., critiquing professional skills or abilities would not be appropriate.

    c. Avoid using one's position to influence staff actions, decisions, work products, work prioritization, etc.

9. The Town Manager may seek a Council consensus at a regular meeting prior to initiating staff response to any Councilmember's request involving substantial staff time to complete, or if the request deviates from prior Council direction. Routine operational questions may be presented directly to staff.

L. Amendment or Waiver of Rules

These Rules of Procedure may be amended or waived by a majority vote, provided that no such amendment shall conflict with any applicable provision of Florida Law, the Town Charter, or an ordinance of the Town.

Item #5.

Gmail

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

For August 7, 2025 Town Council Meeting

1 message

Aldo Rovere <aldoforjuno@gmail.com> Fri, Aug 1, 2025 at 6:09 AM
To: town_council@juno-beach.fl.us, rcole@juno-beach.fl.us, Frank Davila <fdavila@juno-beach.fl.us>, Caitlin Copeland <ccopeland@juno-beach.fl.us>

August 1, 2025

Subject: Follow-Up: Balancing Property Rights and Harmony

Dear Council Members, Town Staff and Juno Beach Community,

This note follows up on my July 16th letter, *"Balancing Property Rights and Harmony,"* which has received positive feedback and thoughtful engagement.

What was asked for—and what is still needed—is a new path forward. One that can satisfy the parties involved, remain compliant with SB 180, and, if implemented carefully, avoid exposing the Town to unnecessary risk.

As a resident, I've spoken on this subject in several three-minute increments, listened to countless hours of deliberation, and—most importantly—changed my perspective. Not on whether Plan 1 or Plan 2 is better, but on how we might achieve a resolution both sides can live with.

Initially, I believed the solution was quantitative: assigning each property a measurable growth envelope. But I've come to see that the root of the conflict isn't about numbers—it's about applying rigid standards to matters of aesthetics and character, which are inherently subjective. Numbers may serve as a useful guidepost, but they cannot fully define what makes a structure compatible or harmonious in a town like ours.

"Harmony," as a principle, remains not only relevant—but essential. Thoughtful growth must respect the context of its surroundings and uphold the unique coastal character of Juno Beach.

An outright repeal of Ordinance 780 wouldn't just erase a set of measurements—it would dismantle a long-standing framework that has guided compatibility and neighborly respect. That kind of repeal could easily be seen as moving away from the very values that have been championed in every campaign I can recall.

Looking for a third option? Perhaps this idea might shift the conversation:
Let's move forward, but pause any permanent changes until the SB 180 freeze

period ends. Let Planning & Zoning continue operating as they have—applyir the preponderance standard and making subjective but informed decisions. It's not a perfect system, but it allows harmony to remain central to our community's identity.

Put the proposed process to the test. Fact-check it. Let it prove itself.

Respectfully submitted,
Not a lawyer, never played one on TV, currently a member of the suspended oversight committee

Sincerely,
Aldo Rovere

400 Uno Lago Drive
aldoforjuno@gmail.com

Attachments:

Procedures for Residential Construction & Reconstruction Review

Balancing Property Rights & Community Harmony in Juno Beach

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2 attachments

Final.docx
22K

Balancing.docx
21K

Procedures for Residential Construction & Reconstruction Review

Effective July 2025 – October 1, 2027 (SB 180 Freeze Period)

◆ 1. Redefining "Preponderance" for Application Review

Preponderance of the evidence in Planning and Zoning review **does not require architectural sameness**, but instead calls for a **preponderance of cumulative factors** that, taken together, demonstrate the proposal fits within the **intent and language of the existing ordinance.**

✓ Boards may rely on:

- Objective compliance with **zoning code**
- Contextual analysis of **massing, scale, articulation**
- Design **compatibility** under the appearance review standards
- **Neighbor impact and support** where applicable
- **Architectural and expert input** interpreting compatibility

✖ Boards may NOT:

- Impose **new or stricter subjective criteria** adopted after August 1, 2024
- Require **additional documentation or reviews** not in effect prior to SB 180
- Deny permits based on **new aesthetic standards** not codified before 8/1/2024

🔹 2. Operating Under SB 180 – Procedural Integrity

✔ What Can Continue:

- Application intake, processing, and ARB/Board reviews under **existing local law**
- Use of pre-existing design standards for **harmony, massing, and character**
- Appearance Review Criteria codified before SB 180, including:
  - Proportion and height relationships
  - Step-backs, articulation, and roofline transitions
  - Landscape buffering and mechanical screening

✖ What Must Pause:

- Adoption of any **new harmony or appearance rules**
- Creation of **additional permit conditions or overlay zones**

- Enforcement of policies not already active before Aug. 1, 2024

🗐 3. Clear Communication to Residents & Applicants

→ Model Language for Town Use

The Town of Juno Beach continues to review all residential construction and reconstruction applications under our **established building codes and harmony standards**, which remain fully in effect under **Florida Senate Bill 180**.

The Town does **not require buildings to look alike**, but we do require proposals to show—through proportion, massing, articulation, materials, and landscape context—that the project fits within the character and goals of our community as outlined in our **existing Appearance Review Criteria (Sec. 34-116)**.

Applications should be accompanied by materials that allow the Planning & Zoning Board or Architectural Review Board to evaluate the project **based on the totality of design and site evidence**—known as the **preponderance standard**.

📎 4. Examples for Guidance (to Include in a Resident/Developer Packet)

🏠 *Example A: Permissible Modern Construction*

- **Modern home on double lot** using:
  - Stepped-back massing
  - Neutral materials
  - Landscaping buffers
- **ARB Outcome**: Approved under existing standards. Preponderance of evidence (scale transition, neighbor support, zoning compliance) supports finding of harmony.

🏠 *Example B: Denial Due to Unmitigated Impact*

- Oversized home on small lot with:
  - No step-backs
  - Flat, unarticulated façade
  - Raised mechanical equipment visible from road
- **ARB Outcome**: Denied. Even if FAR compliant, proposal lacks mitigating features to demonstrate harmony under pre-SB 180 guidelines.

✔ 5. Applicant Checklist for Compliance with Existing Criteria

- ☐ Complies with height, setback, and FAR limits

- ☐ Uses **step-backs or varied rooflines** to reduce apparent bulk
- ☐ Maintains **streetscape rhythm** through compatible proportions
- ☐ Screens all rooftop or mechanical equipment
- ☐ Uses materials found in local vernacular (or blends tastefully)
- ☐ Provides 3D visual or rendering of streetscape context
- ☐ Gathers **letters of neighbor support**, if possible
- ☐ Aligns with the **Comprehensive Development Plan goals** (preservation, resiliency, neighborhood scale)

6. Recommendations for Weathering the SB 180 Freeze

✓ Adopt a Conservative Interpretation of "More Restrictive"

- Continue using **all pre-existing standards** confidently
- Avoid new appearance review processes or scoring systems
- Do not interpret SB 180 as banning **subjective review**—only new or more burdensome ones

✔ Provide Predictability and Transparency

- Publish a **Resident & Developer Harmony Packet**
- Include:
  - Full text of current appearance standards
  - Before-and-after examples
  - Precedent approvals with rationale
  - A flowchart showing how proposals are evaluated under preponderance standard

✔ Prepare for October 2027

- Track:
  - What standards worked well under the freeze
  - Where gaps or ambiguities caused delays
- Draft new ordinances (but delay adoption) to modernize and clarify harmony expectations post-freeze

🏁 Conclusion

By remaining grounded in **existing ordinance language**, applying a **balanced preponderance approach**, and communicating clearly with applicants, the Town of Juno Beach can continue to:

- Approve good-faith applications
- Maintain community character

- Avoid regulatory overreach and legal exposure under SB 180

*********A LITTLE EXTRA*********

"Welcome to the Review Process" Handout

Welcome to the Juno Beach Residential Review Process
A Guide to Submitting a Construction or Renovation Proposal (Effective through Oct. 1, 2027)

Dear Resident or Applicant,

Thank you for your interest in building or renovating in the Town of Juno Beach. In accordance with Florida Senate Bill 180, Juno Beach will continue to evaluate residential construction projects using the zoning, appearance, and harmony standards that were legally adopted **before August 1, 2024**.

What Standards Still Apply?

Your project will be reviewed for:

- Height, floor area ratio (FAR), and setback compliance
- Visual fit with neighborhood scale, character, and design
- Articulation, roof form, and material choices
- Impacts on privacy, views, light, and neighbor enjoyment
- Compatibility with the Town's preserved seaside style

How Does the Town Decide?

Juno Beach uses a **“preponderance of evidence”** approach. That means your project will be judged not by whether it exactly matches your neighbor’s home, but by how all factors — design, massing, scale, context, and impact — align with community standards and Town code.

What Should You Submit?

- A site plan showing dimensions and location
- Building elevations (front, sides, and rear)
- Calculations for FAR and lot coverage
- Photos of your lot and adjacent homes
- A short narrative on how your home fits the neighborhood
- Optional letters of support from adjacent property owners

What Helps?

- Early discussions with Planning staff
- Voluntary coordination with your neighbors
- Revisions that soften visual impact
- Showing that your design contributes to neighborhood harmony

Still Have Questions?

Contact us to schedule a preliminary meeting or to review the applicable design and zoning rules before you submit.

Balancing Property Rights & Community Harmony in Juno Beach



Aldo Rovere **<aldoforjuno@gmail.com>** Jul 16, 2025, 11:13 PM

to town_council

Good afternoon,

I appreciate the opportunity to speak briefly on a principle at the heart of Juno Beach' identity. Balancing the rights of homeowners to improve their properties with the community's collective desire to preserve our coastal, small-town character.
Over the past decade—especially through various ordinances, Juno Beach has evolved its zoning code and review process to reflect this delicate balance. This is especially important since it establishes a precedence of thought when keeping Juno Beach means just that - keeping Juno Beach, Juno Beach.

Supporting Improvement—Within Context
Homeowners in Juno Beach have every right to expand and modernize their homes, increase livable space, and look to invest in their future. However, as our codes thoughtfully over time clearly state—-with the introduction of Harmony Criteria in 2024 —-improvement must not come at the expense of neighbors' rights to light, air, privacy, or community character.
For now, the term "harmony" is no longer abstract. It's been defined by specific, reviewable criteria. Namely, Scale, mass, proportion, and materials must align with the visual rhythm of surrounding homes.

Quaintness is Not Anti-Progress

Preserving "quaintness" does not mean freezing our town in time.
It means making New Feel Native.
It means protecting property value not just through expansion, but through cohesive community design.

Our codes now encourage architectural styles that reflect our heritage—-Victorian, Spanish Revival, and Mid-Century Modern— styles that made Juno Beach feel like a seaside village, not a high-rise corridor.

In closing,

Juno Beach has laid the legal and design foundation over the years to withstand litigation and to both protect and allow for reasonable progress.

Let’s continue supporting thoughtful growth—improvement that adds value without casting shadows, that respects neighbors while expressing individuality, and that ensures future generations experience the same charm that brought us here.

Aldo Rovere
400 Uno Lago Drive

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.

pc: 1

AGENDA ITEM #: 1 **DATE:** 8/7/25

NAME: Anne Bosso **PHONE NO.:**

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐ **SUPPORT** ☐ **OPPOSE** ☑ **I WISH TO SPEAK**

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:** 8/7/

NAME: John Stellato **PHONE NO.:** 561-891-7378

REPRESENTING (IF APPLICABLE):

ADDRESS:

CHECK WHAT MAY APPLY:

☐ **SUPPORT** ☐ **OPPOSE** ☑ **I WISH TO SPEAK**

AGENDA ITEM

Meeting Name: Town Council

Meeting Date: August 26,2025

Prepared By: Davila, F. CFM.

Item Title: Resolution 2025-12 - Platting

BACKGROUND:

During this year's legislative session, the Florida Legislature adopted Senate Bill 784 (attachment #1), an act relating to platting, amending Florida Statute 177.071, requiring that certain plat or replat submittals be administratively approved with no further action or approval by the governing body or county or municipality if the plat or replat complies with the requirements of F.S. 177.091. Senate Bill 784 further requires the governing body (Town Council) to designate an administrative authority to receive, review, and process plat or replat submittals.

The Town of Juno Beach Platting procedure included a professional review of the Plat/Replat by the Town's Surveyor (consultant) to ensure compliance with F.S. 177.091 (attachment #2), a public meeting by the Planning and Zoning Board to provide a recommendation to the Town Council and final review and approval/denial by the Town Council.

To comply with SB 784, staff is proposing Resolution 2025-12 to designate the Town Surveyor and the Planning and Zoning Department as the administrative authority to process plats and replats and designate the Town Manager as the Administrative Official authorized to approve plats and replats pursuant to F.S. 177.071.

RECOMMENDATION:

Staff recommend that the Town Council review and approve Resolution 2025-12.

Attachments:

1- Senate Bill 784
2- Florida Statute 177.091
3- Resolution 2025-12

2025784er

An act relating to platting; amending s. 177.071, F.S.; requiring that certain plat or replat submittals be administratively approved with no further action by certain entities under certain circumstances; requiring the governing body of such county or municipality to designate an administrative authority to receive, review, and process plat or replat submittals; providing requirements for such designation; defining the term "administrative authority"; requiring the administrative authority to submit a certain notice to an applicant; providing requirements for such notice; requiring the administrative authority to approve, approve with conditions, or deny a plat or replat submittal in accordance with the timeframe in the initial written notice to the applicant; requiring the administrative authority to notify the applicant in writing if it declines to approve a plat or replat submittal; requiring that the written notification contain the reasons for denial and other information; prohibiting the administrative authority or other official, employee, agent, or designee from requesting or requiring that the applicant request an extension of time; amending s. 177.111, F.S.; conforming provisions to changes made by the act; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 177.071, Florida Statutes, is amended to read:

177.071 Administrative approval of plats ~~plat~~ by designated county or municipal official ~~governing bodies~~.—

(1)(a) A plat or replat submitted under this part must be administratively approved and no further action or approval by the governing body of a county or municipality is required if the plat or replat complies with the requirements of s. 177.091. The governing body of the county or municipality shall designate, by ordinance or resolution, an administrative authority to receive, review, and process the plat or replat submittal, including designating an administrative official responsible for approving, approving with conditions, or denying the proposed plat or replat.

(b) As used in this section, the term "administrative authority" means a department, division, or other agency of the county or municipality. For purposes of issuing a final administrative approval of a plat or replat submittal, the term also includes an administrative officer or employee designated by the governing body of a county or municipality, including but not limited to, a county administrator or manager, a city manager, a deputy county administrator or manager, a deputy city manager, an assistant county administrator or manager, an assistant city manager, or other high-ranking county or city department or division director with direct or indirect oversight responsibility for the county's or municipality's land development, housing, utilities, or public works programs.

(2) Within 7 business days after receipt of a plat or

replat submittal, the administrative authority shall provide written notice to the applicant acknowledging receipt of the plat or replat submittal and identifying any missing documents or information necessary to process the plat or replat submittal for compliance with s. 177.091. The written notice must also provide information regarding the plat or replat approval process, including requirements regarding the completeness of the process and applicable timeframes for reviewing, approving, and otherwise processing the plat or replat submittal.

(3) Unless the applicant requests an extension of time, the administrative authority shall approve, approve with conditions, or deny the plat or replat submittal within the timeframe identified in the written notice provided to the applicant under subsection (2). If the administrative authority does not approve the plat or replat, it must notify the applicant in writing of the reasons for declining to approve the submittal. The written notice must identify all areas of noncompliance and include specific citations to each requirement the plat or replat submittal fails to meet. The administrative authority, or an official, an employee, an agent, or a designee of the governing body, may not request or require the applicant to file a written extension of time.

(4) ~~(1)~~ Before a plat or replat is offered for recording, it must be administratively approved as required by this section ~~by the appropriate governing body~~, and evidence of such approval must be placed on the plat or replat. If not approved, the governing body must return the plat or replat to the professional surveyor and mapper or the legal entity offering the plat or replat for recordation. For the purposes of this

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

part:

(a) When the plat or replat 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 or replat.

(b) When a plat or replat lies wholly within the unincorporated areas of a county, the ~~governing body of the~~ county has exclusive jurisdiction to approve the plat or replat.

(c) When a plat or replat lies within the boundaries of more than one county, municipality, or both ~~governing body~~, two plats or replats must be prepared and each county or municipality ~~governing body~~ has exclusive jurisdiction to approve the plat or replat within its boundaries, unless each county or municipality with jurisdiction over the plat or replat agrees ~~the governing bodies having said jurisdiction agree~~ that one plat is mutually acceptable.

(5) ~~(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.

Section 2. Section 177.111, Florida Statutes, is amended to read:

177.111 Instructions for filing plats ~~plat~~.—After the approval by the appropriate administrative authority ~~governing body~~ required by s. 177.071, the plat or replat must ~~shall~~ be recorded by the circuit court clerk or other recording officer upon submission thereto of such approved plat or replat. The

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

circuit court clerk or other recording officer shall maintain in his or her office a book of the proper size for such papers so that they will ~~shall~~ not be folded, to be kept in the vault. A print or photographic copy must be filed in a similar book and kept in his or her office for the use of the public. The clerk shall make available to the public a full size copy of the record plat or replat at a reasonable fee.

Section 3. This act shall take effect July 1, 2025.

Select Year: 2024 Go

The 2024 Florida Statutes (including 2025 Special Session C)

Title XII MUNICIPALITIES | Chapter 177 LAND BOUNDARIES | View Entire Chapter

177.091 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

(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.

(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 1/2-inch margin on each of three sides and a 3-inch margin on the left side of the plat for binding purposes.

(3) When more than one sheet must be used to accurately portray the lands subdivided, an 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.

(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.

(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.

(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.

(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 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.

(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 availab due to relocation, or when the contractual relationship between the subdivider and professional surveyor and mapper or legal entity has been terminated, the subdivider 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.

(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." or a "P.C.P."; 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 and professional surveyor and mapper or legal entity has been terminated, 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.

(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.

(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.

(12) The dedications and approvals required by ss. 177.071 and 177.081 must be shown.

(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.

(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.

(15) Location, width, and names of all streets, waterways, or other rights-of-way shall be shown, as applicable.

(16) Location and width of proposed easements and existing easements identified in the title opinion or property information report required by s. 177.041(2) must 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.

(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.

(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.

(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 all 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.

(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.

(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.

(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.

(23) Park and recreation parcels as applicable shall be so designated.

(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.”

(25) The purpose of all areas dedicated must be clearly indicated or stated on the plat.

(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.

(27) The plat shall include in a prominent place the following statements: “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.”

(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; provided, however, no such construction, installation, maintenance, and operation of cable television services shall interfere with the facilities and services of an electric, telephone, gas, or other public utility. In the event a cable television company damages the facilities of a public 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.

(29) A legend of all symbols and abbreviations shall be shown.

History.—s. 1, ch. 71-339; s. 51, ch. 73-333; s. 1, ch. 87-266; s. 3, ch. 87-349; s. 1, ch. 90-320; s. 104, ch. 94-119; s. 1454, ch. 95-147; s. 8, ch. 98-20; s. 6, ch. 99-259; s. 3, ch. 99-288; s. 2, ch. 2017-132.

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RESOLUTION NO. 2025-12

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH DESIGNATING THE TOWN SURVEYOR AND THE PLANNING AND ZONING DEPARTMENT AS THE ADMINISTRATIVE AUTHORITY TO PROCESS PLATS AND REPLATS AND DESIGNATING THE TOWN MANAGER AS THE ADMINISTRATIVE OFFICIAL AUTHORIZED TO APPROVE PLATS AND REPLATS PURSUANT TO SECTION 177.071, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Section 177.071, Florida Statutes, as amended, requires that plats and replats be administratively approved by a designated authority of the local government, and no further action or approval by the governing body is required if the plat or replat complies with the statutory requirements; and

WHEREAS, the amended statute requires that each local government designate, by ordinance or resolution, an administrative authority to receive, review, and process the plat and replat submittal and an administrative official responsible for approving, approving, with conditions, or denying the proposed plat or replat; and

WHEREAS, the Town Council of the Town of Juno Beach desires to comply with the requirements of Section 177.071, Florida Statutes, and facilitate the efficient review and approval of plats and replats.

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

Section 1. *Recitals*. The foregoing recitals are true and correct and are incorporated herein by reference.

Section 2. *Designation of Administrative Authority and Official*. Pursuant to Section 177.071, Florida Statutes, the Town Council hereby designates the Town Surveyor in conjunction with the Planning and Zoning Department as the administrative authority for receiving, reviewing, and processing plat and replat submittals. The Town Council further designates the Town Manager as the administrative official authorized to approve, approve with conditions, or deny plat and replat submittals based on compliance with the requirements of Section 177.091, Florida Statutes.

Section 3. *Delegation of Duties*. The Town Manager is authorized to delegate review and processing duties to the Town Surveyor or appropriate staff within the Planning and Zoning Department consistent with the provisions of Section 177.071, Florida Statutes.

Section 4. *Conflicts*. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.

Section 5. *Severability*. If any section, subsection, sentence, clause, phrase, or portion of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 6. *Effective Date*. This Resolution shall become effective immediately upon adoption.

RESOLVED AND ADOPTED THIS 26th DAY OF AUGUST, 2025.

(Seal)

By:_____
Peggy Wheeler, Mayor

ATTEST:

_____
Caitlin E. Copeland – Rodriguez, MMC,
Town Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

_____
Leonard G. Rubin, Town Attorney

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: C. Copeland-Rodriguez, Town Clerk

Item Title: Resolution No. 2025-13 - Announcing the 2026 Municipal Election

DISCUSSION:

In accordance with Article II, Section 2 of the Town Charter, the Town of Juno Beach holds an election every year on the 2nd Tuesday in March. Therefore, the 2026 Municipal Election will be held on Tuesday, March 10, 2026.

The qualifying period for the upcoming 2026 municipal election starts at Noon on Tuesday, November 4, 2025, until Noon on Tuesday, November 18, 2025.

The terms of Office for **Seat Mayor;** **Seat #1;** and **Seat #3** of the Juno Beach Town Council will expire in March 2026.

RECOMMENDATION:

Staff recommends Town Council approve Resolution No. 2025-13 - Announcing the 2026 Municipal Election.

RESOLUTION NO. 2025-13

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, ANNOUNCING THE DATE OF THE TOWN GENERAL ELECTION AND RUN OFF ELECTION, IF NECESSARY; DESIGNATING VOTING LOCATIONS; REQUESTING THAT THE SUPERVISOR OF ELECTIONS CONDUCT THE ELECTION; AUTHORIZING THE SUPERVISOR OF ELECTIONS TO CERTIFY THE ACCURACY OF THE TABULATION EQUIPMENT AND HANDLE, CERTIFY AND CANVASS ALL BALLOTS, INCLUDING ABSENTEE BALLOTS; DESIGNATING THE CANVASSING BOARD; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the terms of office for Seat Mayor, Seat #1, and Seat #3 on the Town Council will expire in 2026; and

WHEREAS, the Town of Juno Beach has adopted the uniform election date for Palm Beach County municipal elections established by Chapter 83-498, Laws of Florida; and

WHEREAS, in accordance with the requirements of Chapter 83-498, Laws of Florida, the Florida Election Code, and the Town Code of Ordinances, the Town Council wishes to: (1) formally announce the date of the General Election, the date of the Run-Off Election (if necessary), and the voting locations; (2) request that the Palm Beach County Supervisor of Elections conduct the election, certify the accuracy of the tabulation equipment, and handle, canvass, and certify all ballots, including absentee ballots; and (3) designate the Town's canvassing board.

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 and incorporated herein.

Section 2. The General Election for Seat Mayor (two-year term); Seat #1 (three-year term), and Seat #3 (three-year term) on the Town Council shall be held on Tuesday, March 10, 2026, with a Run-Off Election, if necessary, to be held on Tuesday, March 24, 2026.

Section 3. The precincts for the Town General Election shall be the same as those designated by Palm Beach County.

Section 4. The Town Council requests that the Palm Beach County Supervisor of Elections conduct the Town General Election, including any runoff election as necessary. The Supervisor of Elections shall conduct a Logic and Accuracy Test for the tabulation of all ballots, including absentee ballots, and the Town Clerk or her designee shall be present during such testing.

Section 5. The Town Council authorizes the Palm Beach County Supervisor of Elections to distribute, canvass and certify all ballots for the Town General Election, including absentee ballots, in accordance with the Florida Election Code and the Town Code of Ordinances. The Town Council further delegates all canvassing duties, as defined by Florida Statute and the Florida Administrative Code, to the County Canvassing Board appointed by the Palm Beach County Commission and the Chief Judge of the Fifteenth Judicial Circuit and will be composed of the Supervisor of Elections; a county court judge, who shall act as chair; and the chair of the board of county commissioners, or their respective alternates or substitutes.

Section 6. This Resolution shall become effective immediately upon adoption.

RESOLVED AND ADOPTED this 26th day of August, 2025.

_____
Peggy Wheeler, Mayor

ATTEST:

_____
Caitlin E. Copeland-Rodriguez, MMC, Town Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

_____
Leonard G. Rubin, Town Attorney

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: F. Davila, CFM, Director of Planning & Zoning

Item Title: Proclamation - National Preparedness Month (September 2025)

DISCUSSION:

September is National Preparedness Month (NPM) which is sponsored by the Federal Emergency Management Agency (FEMA) within the Department of Homeland Security. National Preparedness Month encourages Americans to take steps to prepare for emergencies in their homes, businesses, schools, and communities. FEMA's Ready Campaign, the correlating public education outreach campaign, disseminates information to support the general public prepare for and respond to emergencies, including natural disasters and potential terrorist attacks. The goal of NPM is designed to encourage and educate Americans on how to take simple steps to prepare for emergencies in their homes, businesses and communities. This campaign will empower Americans to be prepared for and respond to emergencies and natural disasters.

The Town of Juno Beach has participated in annually promoting "National Preparedness Month". The Town's Staff wants to ensure that residents, stakeholders, and businesses have all the tools necessary to be prepared for whatever emergencies may occur (ranging from natural disasters such as hurricanes, flooding, and drought to cyber and/or terrorist attacks). The Town will spend the month of September promoting Hurricane Preparedness, Flood Awareness, AlertPBC, and overall emergency preparedness. Staff will be distributing FEMA brochures on Basic Preparedness, providing easy steps of how you can equip yourself and your family to get through any disaster or emergency. Staff will have a display including useful resources and handouts set up in the lobby for residents and will be available to answer any questions that may arise throughout the month of September. Join us in spreading the word, "Get a Kit, Make a Plan, Be Informed".

RECOMMENDATION:

Staff recommends that the Town Council approve the proclamation and declare September as National Preparedness Month.

ATTACHMENT(S):

- Proposed Proclamation - National Preparedness Month, September 2025

Proclamation
Town of Juno Beach of Palm Beach County, Florida

National Preparedness Month, September 2025

WHEREAS, "National Preparedness Month" creates an important opportunity for citizens and business owners of the **Town of Juno Beach** to prepare their homes, businesses, and communities for any type of emergency, ranging from a natural disaster to a potential terrorist attack; and

WHEREAS, such preparation can reduce the number of fatalities and the economic devastation resulting from such disasters, both in our communities and in our nation; and

WHEREAS, the Federal Emergency Management Agency's *Ready* Campaign, the Citizen Corps and other federal, state, local, private, and volunteer agencies are working to increase public awareness in preparing for emergencies and to educate individuals on how to take action; and

WHEREAS, emergency preparedness is the responsibility of every citizen of the **Town of Juno Beach** and all citizens are urged to make preparedness a priority and work together, as a team, to ensure that individuals, families, and communities are prepared for disasters and emergencies of all types; and

WHEREAS, all citizens of **Town of Juno Beach** are encouraged to participate in citizen preparedness activities, to review the *Ready* campaign's Web site at ready.gov and to become more prepared.

THEREFORE, BE IT RESOLVED that the **Town Council of Juno Beach hereby** proclaims September 2025 as National Preparedness Month and encourages all citizens and business owners to develop their own emergency preparedness plans and work together toward creating a more prepared society.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the Town of Juno Beach, Florida, to be affixed this 26th day of August 2025.

TOWN OF JUNO BEACH, FLORIDA

_____
Peggy Wheeler, Mayor

ATTEST:

_____
Caitlin E. Copeland-Rodriguez, MMC Town Clerk

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk

Item Title: Website Hosting Update, Migration, and Contract

DISCUSSION:

CivicPlus acquired Municode in 2021 and has been serving as our website host. Recently, as part of their ongoing service enhancements, they are updating and conducting website migrations for their clients, including our site.

To reflect this transition and the updated features, a statement of work is required to clearly define the responsibilities of both parties. Please note that the annual cost will increase to $4,262.50, reflecting the migration, expanded services, and support.

Once the contract is approved, per CivicPlus, the migration should be complete by December 2025 at no extra cost and the new pricing will not go into effect until April 2026.

RECOMMENDATION:

Town Council make a motion to approve the contract with CivicPlus for the website migration and annual recurring services.

CivicPlus
302 South 4th St. Suite 500
Manhattan, KS 66502
US

Statement of Work

Quote #: Q-106123-1
Date: 8/14/2025 6:13 AM
Expires On: 9/3/2025

Client:
Town of Juno Beach, FL

Bill To:
JUNO BEACH TOWN, FLORIDA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Aleeda Crawley		aleeda.crawley@civicplus.com		Net 30

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Content Migration	All Publicly Available Non-time Sensitive Published Content Migrated While Maintaining Formatting. Spelling & Links Check Completed.
1.00	Group Training	3 Seats of Pre-scheduled Joint Training Sessions Up-to 3-Hours per Session
1.00	Meeting Migration	All Publicly Available Word / PDF Formatted Meetings and Agendas Migrated
1.00	Migration Standard Implementation	Includes Full Setup and Configuration of Website Design Selected From 1 of 5 Layout Options

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Municipal Websites Central: Starter Hosting and Security Annual Fee	Municipal Websites Central: Module Based Hosting and Security Annual Fee
1.00	Municipal Websites Central : Starter Standard Annual Fee	Municipal Websites Central : Starter Standard Annual Fee
1.00	SSL Management CivicPlus Provided	SSL Management CivicPlus Provided: www.juno-beach.fl.us

QTY	PRODUCT NAME	DESCRIPTION
1.00	DNS and Domain Hosting Annual Fee	DNS and Domain Hosting Annual Fee: www.juno-beach.fl.us

Total Investment - Initial Term	USD 4,262.50
Annual Recurring Services (Subject to Uplift)	USD 4,262.50

Initial Term	4/1/2026 - 3/31/2027, Renewal Term 4/1 each calendar year
Initial Term Invoice Schedule	100% invoiced on Initial Term start date.
Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at https://www.civicplus.help/hc/en-us/p/legal-stuff (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-106123-1

The undersigned has read and agrees to the Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit https://www.civicplus.com/verify/

Authorized Client Signature	CivicPlus
By (please sign):	By (please sign):
_____	_____
Printed Name:	Printed Name:
_____	_____
Title:	Title:
_____	_____
Date:	Date:
_____	_____

Organization Legal Name:

_____
Billing Contact:

_____
Title:

_____
Billing Phone Number:

_____
Billing Email:

_____
Billing Address:

_____

_____
Mailing Address: (If different from above)

_____

_____
PO Number: (Info needed on Invoice (PO or Job#) if required)

_____

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk

Item Title: Request to Approve 2025 Oktoberfest: Catering, Beverages & Ticket Pricing

DISCUSSION:

For the past two years, staff has utilized Schnitzel Haus to provide food services for this event. In addition to arranging food, staff also decorate and serve beverages during the event.

In accordance with the Town's purchasing policy, staff obtained four (4) individual quotes for food services for this year's event based off of approximately 225-250 people. The quotes received are as follows:

1. **Schnitzel Haus** – $4,620 + $25 Delivery Fee (Food Only with staff serving)
2. **Traffic Man** – $4,485 (Catering Food Service)
3. **Made You Hungry** - $5,800 (Food Only with staff serving)
4. **Old School MFS** – $9,975 (Food Truck Service)

Please note that the above costs are for food service only. Staff will continue to serve as bartenders and will be responsible for the purchase of alcoholic beverages as well as coordinating and securing entertainment for the event.

Unfortunately, Twisted Trunk Brewery announced its closure in January 2025. Staff did reach out to Tequesta Brewery, but they confirmed that they do not offer kegs for sale. As a result, Chancellor beer will not be available this year. However, staff has identified an alternative German beer available at Total Wine called Hacker Pschorr Weisse, which costs approximately $209.99 per keg. Alternatively, staff can purchase Miller Lite, which is approximately $154.99 per keg.

A breakdown of the anticipated beverage and entertainment costs is as follows:

- **Beer (German)** – $419.98 or **Beer (Domestic)** - $309.98
- **Wine** – $203.88
- **Entertainment (Bob Houston)** – $475
- **Liquor License, Required Insurance, etc.** - $550

This year, staff is also recommending an increase in the ticket price as well as a maximum attendance cap, as last year's event expenses exceeded revenue, resulting in the Town subsidizing a portion of the costs. Additionally, attendance may have been impacted by a concurrent event in the Jupiter/Abacoa area held around the same time.

For this year, staff has not identified any conflicting events scheduled on the same date. As in previous years, event and ticket sale information will be promoted through an email blast in September, included in the Town's newsletter, and posted on both the Town's website and bulletin board.

RECOMMENDATION:

Staff recommends that the Town Council make a motion to approve Traffic Man for the food service; Miller Lite for the beer to be served; and increasing the ticket price to $25 per resident and $30 per non-resident to better offset the costs with a maximum attendance cap of 250 guests.

INVOICE TO : Town Of Juno Beach

Estimated invoice for 250 guests

DATE: 7/23/2025

EVENT DATE: 10/17/25

ATTN: Caitlin Copeland

PICK UP DATE: 10/17/25

PICK UP TIME: 1pm

DESCRIPTION	PRICE	QTY	TOTAL
BAVARIAN PRETZEL W SWEET MUSTARD (575 PIECES)	675	1	675
BRATWURST W GERMAN SAUERKRAUT & GERMAN SPICY MUSTARD (250 1/4LB BRATS)	1500	1	1500
GERMAN POTATO SALAD (55LBS)	550	1	550
APPLE STRUDEL LOGS 10 SLICES EACH (250 SLICES)	25	36	900
CHAFFING DISHE SETS WITH STERNOS & UTENSILS	15	20	300
CHAFFING DISH WITH UTENSILS / GPS & AS	5	18	75
BUNS 252	200	1	200

SUBTOTAL	4200.00
TAX	NA
GRATUITY 10%	420.00
DEPOSIT	NA
TOTAL DUE	4620.00

Danke

Schnitzel Haus

5687 SE Crooked Oak Ave Hobe Sound FL 33455

www.schnitzelhaushoubesound.com

email: info@schnitzelhaushobesound.com

772.485.0935

TO: CAITLIN COPELAND-RODRIGUEZ
Phone: 561-656-0316 CELL 561-386-4309
Email: ccopeland@juno-beach.fl.us
Date: FRIDAY OCTOBER 17TH , 2025
Time: 4pm - 7pm
Location: 340 OCEAN DRIVE
JUNO BEACH, FL

07 / 15 / 25

QUOTE # 100725 O F 1

TRAFFIC MAN BBQ
OFFICE: 954-474-2527 | CELL: 954-274-9918
WWW.TRAFFICMANBBQ.COM
CATERING S.FLORIDA SINCE 1988 / LICENSED AND INSURED

Quantity	MENU	Unit Price	Total
	FRESH GRILLED BRATWURST SAUSAGES ON FRESH BUNS HEBREW NATIONAL BUN LENGTH HOT DOGS ON FRESH BUNS HOT LARGE PRETZELS SALTED & UNSALTED VEGETARIAN HOUSE SEASONED BBQ BAKED BEANS HOMESTYLE POTATO SALAD CHOCOLATE CHIP COOKIES / FUDGE BROWNIE BITES ALL CONDIMENTS INCLUDED : KETCHUP, MUSTARD, ONION, SAUERKRAUT, RELISH & MAYONAISE ALL PLATES, UTENSILS, NAPKINS	SENDING 12 PC VEGGIE BURGERS	COMP N / C
250	GUESTS	13.45	3362.50
3 BBQ STAFF	1-BBQ GRILLMASTER MANAGER / 2- BBQ ASSISTANT SEVERS	125.00 each	375.00
	20 % SERVICE CHARGE (ALL INCIDENTALS AND DISTANCE) ALSO INCLUDES GRATUITY	……	747.50
	ALL TOP QUALITY NAME BRAND PRODUCTS SETUP / BREAKDOWN / CLEANUP INCLUDED ALL COOKED FRESH ON LOCATION	Sales Tax	EXEMPT
	ADD 3.6 % IF PAID BY CREDIT CARD	CHECK TOTAL	$4485.00

Make all checks payable to **TRAFFIC MAN BBQ**
THANK YOU FOR YOUR BUSINESS!

INVOICE

Made You Hungry
181 S. Ocean Ave.
Palm Beach Shores, FL 33404

joshmadeyouhungry@gmail.com
+1 (561) 346-6033
madeyouhungry.com

Bill to
Nicole Long

Ship to
Nicole Long

Invoice details
Invoice no.: 903
Terms: Due on receipt
Invoice date: 10/17/2025
Due date: 08/06/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.			Octoberfest Exact Date TBD. Believe October 17th Estimate for 225 Guest Address. Juno Beach Town Center by lake.			
2.		**Services**	Pretzels	220	$5.50	$1,210.00
3.		**Services**	Bratwurst	180	$8.00	$1,440.00
4.		**Services**	German Potato salad	160	$4.50	$720.00
5.		**Services**	Sauerbraten - (Pot Roast)	180	$9.50	$1,710.00
6.		**Services**	Potato Dumplings	160	$4.50	$720.00

Total **$5,800.00**

Ways to pay

View and pay

ESTIMATE

Old School MFS

Old School MFS
South Florida
33401

Nick Wagner
(702) 606-5113 (Phone)
(702) 606-5113 (Cell)
oldschoolmfs@gmail.com

For Nicole Long - Juno Beach

Estimate Num 1503

Date 2025-07-09

Ship To

Ship Date

Tracking No

Ship Via

FOB

Description	Quantity	Rate	Amount
*Oktoberfest - October 17th - 4-7pm - 225 Meals Entree Options: Guinness Beer Bratwurst with Onions Snitzel Chicken Sandwich German Grilled Cheese	225	$24.00	$5,400.00
Sides: German Potato Salad Spaetzle Palm Fritz - Served w/ Malt Vinegar or Curry Ketchup on the side			
*Pretzels - 5oz - Served w/ Beer Cheese - 175 Count	175	$12.00	$2,100.00
*Cookies - 225 - Assorted -	225	$3.00	$675.00
*Truck Fee - We bring our kitchen to your location of choice, cook fresh food, and deliver stellar service. This charge is per hour, and covers the cost of gas, propane, equipment, and travel.	3	$100.00	$300.00
*Gratuity - 20% of Food/Service	1	$1,500.00	$1,500.00

* Indicates non-taxable item

Subtotal	$9,975.00
Tax(7.0%)	$0.00
Total	**$9,975.00**

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk

Item Title: Contract Non-Renewal: TextMyGov

DISCUSSION:
This memorandum is submitted regarding the potential non-renewal of the contract with TextMyGov which is set to expire on September 1, 2025. TextMyGov provides smart texting technology to allow citizens to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

Staff is evaluated whether or not to proceed with a renewal based on the following considerations:

- The service is currently experiencing low utilization.
- The removal of this service would result in an annual cost savings of $4,200.
- Minimal impact on user engagement.
- The proposed website migration from CivicPlus may include a comparable feature that is already integrated into their website templates, known as Chatbot.

Please note that TextMyGov has been promoted on the Town's website and targeted email campaigns since September 2023. The widget was removed on July 2, 2025, as part of a test to lassess whether its absence would prompt feedback or inquiries from residents or citizens.

TextMyGov incorporated a new basic survey tool as part of a three-year renewal agreement (attached), maintaining the same annual cost of $4,200. However, the Town currently utilizes Polco for its survey services which is an annual cost of $1,500.

The proposed regular two-year renewal agreement with TextMyGov, by contrast, reflects a $500 increase, bringing the total annual cost to $4,700.

RECOMMENDATION:
Staff recommends that the Town Council make a motion to approve the non-renewal of the contract with TextMyGov.

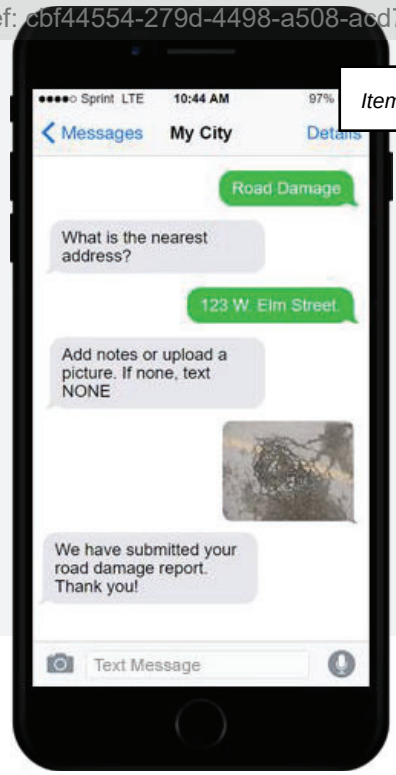
Attachment(s):

- Current TextMyGov Contract; and
- Proposed Three-Year Contract Renewal; and
- Proposed Two-Year Contract Renewal.

Signature ref: cbf44554-279d-4498-a508-acd7ce378a7d

TextMyGov
P.O. Box 3784
Logan, Utah 84323
435-787-7222

Partnership Proposal



Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, ***97% of smartphone owners text regularly***.

The technology analysts at Compuware reported ***that 80 to 90% of all downloaded apps are only used once and then eventually deleted*** by users.

TextMyGov Solutions:

Communicate, Engage, Boost Website Traffic, Track, and Work

Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.

Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.

Signature ref: cbf44554-279d-4498-a508-acd7ce378a7d

Boost Website Traffic

TextMyGov uses smart texting technology to maximize a cities website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.

Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.

Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

Implementation

Getting Started

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

Configuration

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

Media Kit

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Signature ref: cbf44554-279d-4498-a508-acd7ce378a7d

Subscription Cost Breakdown

This quote represents a subscription to TextMyGov with an initial TERM of two years. The agreement is set to automatically renew after the initial TERM. Support and services fees may increase in subsequent years, but will increase no more than 5% per year. See below for the package price and other details:

Terms and conditions can be printed and attached as Exhibit A

Prepared for:
Town of Juno Beach
340 Ocean Drive
Town of Juno Beach
FL 33408

Prepared by:
TextMyGov
P.O. Box 3784
Logan, UT 84323

Package	Package Price	Billing
TextMyGov Package includes: • TextMyGov Web-Based Software • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 10 GB Managed online data storage • 50,000 Text Messages per year	$ 4,200	Annual
Implementation/Setup Fee	$2,100	One Time
Total (First Year):	$6,300	**First Year**
Total (Ongoing):	$4,200	**Annual**

Notes:

1. *This is a two-year contract. After the initial two years, the contract can be canceled by providing 60-day written notice.*
2. *After the initial two-year contract, the agreement will revert to a year to year.*
3. *Customer is required to put Text My Gov widget on the Agencies Web Home page.*
4. *This agreement and pricing were provided at the customer's request and are good for 30 days.*
5. *Customer is required to provide copy of W-9*

Signature ref: cbf44554-279d-4498-a508-acd7ce378a7d

Additional Services

TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual* cost, upon request.

Enhanced Media & Care Package – Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information- https://textmygov.com/enhanced-media-care/	Price based on Population	Annual
Additional Storage – Each unit of storage contains an additional 100 GB.	$250	Annual
Additional text messages – Additional text messages can be purchased at any time. ($750 for 100,000), ($550 for 50,000), ($300 for 25,000)	Price based on amount of text messages	Annual

Agreement Confirmation

Implementation Team Information	
Name:	David Dyess
Title:	Town Manager
Email:	ddyess@juno-beach.fl.us
Office Phone:	561-656-0322
Cell Phone (Required):	772-260-1850

Implementation Team Information	
Name:	Caitlin Copeland
Title:	Town Clerk
Email:	ccopeland@juno-beach.fl.us
Office Phone:	561-656-1122
Cell Phone (Required):	772-260-1850

Widget Contact	
Name:	David Dyess
Title:	Town Manager
Email:	ddyess@juno-beach.fl.us
Office Phone:	561-656-0322
Cell Phone (Required):	772-260-1850

(This person is responsible for placing the TextMyGov widget (see options - Widget | TextMyGov Support) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not place on the City/County website within 60 days, the Agency agrees to pay an additional $1,000 towards setup costs (this is to cover TextMyGov's time).

Billing Information

Billing Contact Name: Karen England

Title: Finance

Email: kengland@juno-beach.fl.us

Office Phone: 561-656-1122

Address: 340 Ocean Dr. Juno Beach Fl. 33408

(Please attach copy of W-9 or Tax Exemption form.) X

Agreement Signature

Name: David Dyess

Title: Town Manager

Date: 09/06/2023

Signature: David Dyess ATTEST: Town Clerk

Twilio Contact Authorization

Twilio Authorized Contacts

Employee Name (1): David Dyess

Email: ddyess@juno-beach.fl.us

Business Title: Town of Juno Beach

Job Position: Town Manager

Phone Number: 561-656-0322

Employee Name (2): Caitlin Copeland

Email: ccopeland@juno-berach.fl.us

Business Title: Town of Juno Beach

Job Position: Town Clerk

Phone Number: 561-656-1122

[X] *I confirm that my nominated authorized representatives agree to be contacted by Twilio.*

Signature ref: cbf44554-279d-4498-a508-acd7ce378a7d

This Terms of Access Agreement (“Agreement”) is made between Text My Gov Inc. (“TextMyGov’) and any Agency, Employee, User, You or Citizen with a login or access to the TextMyGov Services (“User”).

BY CLICKING THE ACCEPTANCE BUTTON, ACCESSING, VIEWING or USING ANY PART OF THE SERVICE(s), YOU EXPRESSLY AGREE TO AND CONSENT TO BE BOUND BY ALL OF THE TERMS OF THIS AGREEMENT. IF YOU DO NOT AGREE TO ALL OF THE TERMS OF THIS AGREEMENT, THE BUTTON INDICATING NON-ACCEPTANCE MUST BE SELECTED, AND YOU MAY NOT ACCESS, USE OR VIEW ANY PART OF THE SERVICE.

1. TextMyGov Service(s)

TextMyGov allows “User” to utilize smart texting technology to ask questions, get immediate responses, find links to information, search a website, address problems, report any issues and uploads photos, store information, report information, and manage the processes. Referred in this Agreements as (“Services”)

2. Descriptions and Requirements

a. Description. The Services is proprietary to TextMyGov and is protected by copyright laws, intellectual property laws and international intellectual property treaties. User access to the Services is licensed and not purchased. TextMyGov agrees to provide you with User access to the Service(s), consisting of access to an Internet application(s), Services and storage space for the sole purpose of citizen engagement and communications, subject to the terms and limitations set forth in this Agreement.

b. Accessibility. TextMyGov will do everything, within reason, to assure you continuous access to the Services. You agree that from time to time the Services may be momentarily inaccessible or inoperable for any reason, including, without limitation: (i) equipment malfunctions; (ii) periodic maintenance procedures or repairs that TextMyGov may undertake from time to time; or (iii) causes beyond the control of TextMyGov or that are not reasonably foreseeable by TextMyGov.

c. Data Storage and Management. You hereby accept full responsibility for the accuracy of the data input, uploaded or converted, without limitations, regardless of the source. TextMyGov will store and provide secure access to the data used as part of the Services. In accordance with accessibility terms, the TextMyGov provides restricted access to some Services including but not limited to reporting, setup, configuration, data exporting and admin functions. TextMyGov will manage the data in a secure environment and routinely backup the data to prevent any major loss of data. You agree that TextMyGov is not responsible for loss of information for any reason, including, without limitation: (i) file transfers, (ii) Internet uploads/downloads; or (iii) Secure Internet File Text Transfer Protocol (FTTP).

3. Representations and Warranties

You represent and warrant to TextMyGov that: (a) you have the power and authority to enter into and perform your obligations under this Agreement; (b) you shall comply with

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all terms and conditions of this Agreement, including, without limitation, the Acceptable Use Policy set forth at Section 4; and (c) you have provided accurate and complete registration information, including, without limitation, your legal name, address and telephone number, agency you work for, e-mail address, contact information or person responsible for the account.

4. Acceptable Use Policy

You are solely responsible for any and all acts and omissions that occur under your account or password, and you agree not to engage in unacceptable use of the Service, which includes, without limitation: (a) editing or deleting important information used by you or other users in your organization, (b) providing access to the Services to anyone that does not have an authorized password; (c) accessing information not provided, disseminate or transmit files, graphics, software or other material that actually or potentially infringes the copyright, trademark, patent, trade secret or other intellectual property right of any person or TextMyGov; (d) creating a false identity or to otherwise attempt to mislead any person as to the identity or origin of any communication; (e) exporting, re-exporting or permitting downloads of any message or content in violation of any export or import law, regulation or restriction of the United States and its agencies or authorities, or without all required approvals, licenses or exemptions; (f) interfering, disrupting or attempting to gain unauthorized access to other accounts on the Services or any other computer network; (g) disseminating or transmitting viruses, trojan horses or any other malicious code or program; or (h) engaging in any other activity deemed by TextMyGov to be in conflict with the purpose or intent of this Agreement.

5. Limitations

a. Security. You are solely responsible for the security, confidentiality and integrity of all messages and the content that you receive, transmit through or store on the Services. You are solely responsible for any authorized or unauthorized access to your account by any person. You agree to bear all responsibility for the confidentiality of your password and all use or charges incurred from use of the Services with your password.

b. Privacy. It is the policy of TextMyGov to respect your privacy. TextMyGov will not monitor, edit, or disclose any personal information about you or your account, including its contents, without your prior consent unless TextMyGov has a good faith belief that such action is necessary to: (i) comply with legal process or other legal requirements of any authority; (ii) protect and defend the rights or property of TextMyGov; (iii) enforce this Agreement; or (iv) protect the interests of users of the Services other than you. Your IP address or cell phone number is transmitted and recorded with each message you send from the Services. TextMyGov will not provide information in aggregate form collected from and relating to you or to third persons such as advertisers.

6. Termination

This Agreement is effective upon your acceptance as set forth herein and shall continue in full force until terminated. After the initial term (number of years) of the purchase

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agreement. You may terminate this Agreement for any reason upon 60 days' prior written notice to: Text My Gov, PO Box 3784, Logan, Utah 84323.

TextMyGov reserves the right, in its sole discretion and without notice, at any time and for any reason, to: (a) remove or disable access to all or any portion of the Service; (b) suspend access to or use of all or any portion of the Services; and (c) terminate this Agreement.

7. Disclaimer of Warranties

THE SERVICES IS PROVIDED ON AN "AS IS" BASIS WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED. YOU EXPRESSLY AGREE THAT THE USE OF THE SERVICES IS AT YOUR SOLE RISK. TEXTMYGOV DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE, NOR DOES TEXTMYGOV MAKE ANY WARRANTY AS TO ANY RESULTS THAT MAY BE OBTAINED BY USE OF THE SERVICE. TEXTMYGOV MAKES NO OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IN RELATION TO THE SERVICE.

8. Limitation of Liability

UNDER NO CIRCUMSTANCES SHALL TEXTMYGOV BE LIABLE TO YOU OR ANY OTHER PERSON FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES ARISING OUT OF OR RELATING TO THIS AGREEMENT. ~~YOUR SOLE AND EXCLUSIVE REMEDY HEREUNDER SHALL BE FOR YOU TO DISCONTINUE YOUR USE OF THE SERVICES AND TERMINATE THIS AGREEMENT.~~

~~9. Indemnification~~

~~You agree to indemnify, hold harmless and defend TextMyGov, its shareholders, directors, officers, employees and agents from and against any action, cause, claim, damage, debt, demand or liability, including reasonable costs and attorney's fees, asserted by any person, arising out of or relating to: (a) your use of the Service, including any data or work transmitted or received by you; and (b) any libelous, slanderous, indecent or other statement concerning any person made or republished by you.~~

9. Public Records

As required by Section 119.0701, Florida Statutes, TextMyGov shall:

a. Keep and maintain public records required by the User to perform the service.

b. Upon request from User's custodian of public records, provide User with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

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c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if TextMyGov does not transfer the records to User.

d. Upon completion of the Agreement, transfer, at no cost, to User all public records in possession of TextMyGov or keep and maintain public records required by TextMyGov to perform the services. If TextMyGov transfers all public records to User upon completion of the Agreement, TextMyGov shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If TextMyGov keeps and maintains public records upon completion of the Agreement, TextMyGov shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to User, upon request from User's custodian of public records, in a format that is compatible with the information technology systems of User.

IF TEXTMYGOV HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO TEXTMYGOV'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (561) 656-0316; CCOPELAND@JUNO-BEACH.FL.US; OR 340 OCEAN DRIVE, JUNO BEACH, FL 33408.

10. Miscellaneous

a. Independent Contractors. The parties and their respective personnel, are and shall be independent contractors and neither party by virtue of this Agreement shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party.

b. Amendment. TextMyGov shall have the right, at any time and without notice, to add to or modify the Terms of this Agreement, simply by delivering such amended terms to User by requiring acceptance during login. User access to or use of the Services after the date such amended terms are delivered to User shall be deemed to constitute acceptance of such amended terms.

c. Waiver. No waiver of any term, provision or condition of this Agreement, whether by conduct or otherwise, in any one or more instances, shall be deemed to be, or shall constitute, a waiver of any other term, provision or condition hereof, whether or not similar, nor shall such waiver constitute a continuing waiver of any such term, provision or condition hereof. No waiver shall be binding unless executed in writing by the party making the waiver.

d. Severability. If any provision of this Agreement is determined to be illegal or unenforceable, then such provision will be enforced to the maximum extent possible and the other provisions will remain fully effective and enforceable.

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e. Notice. All notices shall be in writing and shall be deemed to be delivered when sent by first-class mail, postage prepaid, or when sent by facsimile or e-mail to either parties' last known post office, facsimile or e-mail address, respectively. User hereby consents to notice by email. All notices shall be directed to the parties at the respective addresses given above or to such other address as either party may, from time to time, provide to the other party.

g. Inspector General. TextMyGov is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract and in furtherance thereof, may demand and obtain records and testimony from TextMyGov and its subcontractors. TextMyGov understands and agrees that in addition to all other remedies and consequences provided by law, the failure of TextMyGov or its subcontractors to fully cooperate with the Inspector General when requested may be deemed by the User to be a material breach of the Agreement justifying termination.

h. E-Verify. TextMyGov warrants and represents that TextMyGov and all subcontractors are in compliance with Section 448.095, Florida Statutes, as may be amended. TextMyGov has registered to use, and shall continue to use, the E-Verify System (E-Verify.gov) to electronically verify the employment eligibility of newly hired employees and has received an affidavit from each subcontractors stating that the subcontractor does not employ, with or subcontract with an unauthorized alien. If the User has a good faith belief that TextMyGov has knowingly violated Section 448.09(1), Florida Statutes, User shall terminate this Agreement pursuant to Section 448.095(2), Florida Statutes, as may be amended. If User has a good faith belief that a subcontractor has knowingly violated Section 448.09(1), Florida Statutes, but TextMyGov has otherwise complied, it shall notify TextMyGov, and TextMyGov shall immediately terminate its contract with the subcontractor.

~~f. Law. This Agreement is made in and shall be governed by the laws of the State of Utah without reference to conflicts of laws.~~

~~g. Forum. All actions, claims or disputes arising under or relating to this Agreement shall be brought in the federal or state courts in the State of Utah. The parties irrevocably submit and consent to the exercise of subject matter jurisdiction and personal jurisdiction over each of the parties by the federal and/or state courts in the State of Utah. The parties hereby irrevocably waive any and all objections which any party may now or hereafter have to the exercise of personal and subject matter jurisdiction by the federal or state courts in the State of Utah and to the laying of venue of any such suit, action or proceeding brought in any such federal or state court in the State of Utah.~~

~~h. Process. The parties irrevocably submit and consent, and irrevocably waive any and all objections which any party may now or hereafter have, to process being served in any such suit, action or proceeding referred to in the preceding subsection pursuant to the rules of the applicable court, including, without limitation, Services by certified or registered mail, return receipt requested. No provision of this section shall affect the right of any party to serve process in any manner permitted by law or limit the right of~~

Signature ref: cbf44554-279d-4498-a508-acd7ce378a7d

~~any party to bring suits, actions or proceedings to enforce in any lawful manner a judgment issued by the state or federal courts of the State of Utah.~~

i. Attorney's Fees. If any action in law or in equity is necessary to enforce the terms of this Agreement or because of an alleged dispute, breach, default, or misrepresentation in connection with any provisions of this Agreement, the prevailing party will be entitled to reasonable fees and costs of attorneys, accountants, and other professionals, and costs and expenses in addition to any other relief to which such prevailing party may be entitled.

j. Headings. The captions and headings of this Agreement are included for ease of reference only and will be disregarded in interpreting or construing this Agreement.

k. Force Majeure. If the performance of any part of this Agreement by either party is prevented, hindered, delayed or otherwise made impracticable by reason of any flood, riot, fire, judicial or governmental action, labor disputes, act of God or any other causes beyond the control of either party, that party shall be excused from such to the extent that it is prevented, hindered or delayed by such causes.

l. Survival. ~~The terms and provisions of Sections 2, 3, 4, 5, 7, 8, 9 and 10~~ All obligations set forth herein of a continuing nature shall survive any termination or expiration of this Agreement.

m. Entire Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the parties with respect to the Services and supersedes any and all prior or contemporaneous communications, representations, statements and understandings, whether oral or written, between the parties concerning the Service.

USER HAS READ, UNDERSTANDS AND AGREES TO THE TERMS & CONDITIONS OF THIS AGREEMENT.

TextMyGov
P.O. Box 3784
Logan, Utah 84323
435-787-7222

Partnership Agreement

Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, ***97% of smartphone owners text regularly***.

The technology analysts at Compuware reported ***that 80 to 90% of all downloaded apps are only used once and then eventually deleted*** by users.

TextMyGov Solutions

Communicate, Engage, Boost Website Traffic, Track and Work.



Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.



Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



Boost Website Traffic

TextMyGov uses smart texting technology to maximize a city's website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



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- After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

Configuration

- The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

Media Kit

- Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

- After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Subscription Cost Break Down

This quote represents a subscription to TextMyGov with an annual recurring charge for a period of three years. The agreement is set to automatically renew on the date of this agreement, after the initial term. See below for package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms

Prepared for:
Juno Beach
685 Rolling Green Road, Juno Beach, FL 33408
Buck Evans buildingofficial@juno-beach.fl.us

Prepared by:
Dan Dustin
Operations Manager
P.O. Box 3784
Logan, UT 84323
Created: 8.4.25

Package	Package Price	Billing
TextMyGov Package includes: • TextMyGov Web-Based Software • TMG SURVEY • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 10 GB Managed online data storage • *50,000* Text Messages per year	$4,200	Annual
Total (Ongoing):	$4,200	Annual

Notes:

1. *This is a three-year agreement. Prior to the expiration of the initial three years, either party may terminate this Agreement by providing the other party with a sixty (60) days written notice prior to the agreement signature date. Should Customer terminate the agreement the remaining balance will immediately become due. This agreement shall automatically renew for successive one (1) year terms unless either party provides notice of termination or non-renewal no less than sixty (60) days prior to expiration of the then-current term.*
2. *Customer will be invoiced on an annual basis. Invoices will be sent by mail and email to the addresses listed on the Agreement Confirmation page of this agreement. Terms are net 30 days from the date of the invoice.*
3. *Customer is required to put Text My Gov widget on the Agency's Web Home page. See below for details on the widget clause*
4. *This agreement and pricing were provided at the customer's request and are good for 30 days from*
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TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual* cost, upon request.

Enhanced Media & Care Package – Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information- https://textmygov.com/enhanced-media-care/ *Our marketing team invests significant time and effort into creating a personalized media kit for your Agency, designed to enhance your Agencies presence and reach. As part of our agreement, we request that you post the material provided on your social media channels to maximize its effectiveness and ensure the best possible outcomes for the service. Marketing flyers, and materials produced by the company will reflect the colors, fonts, and logos of Text My Gov.	Price based on Population	Annual
Additional Storage – Each unit of storage contains an additional 100 GB.	$250	Annual
Additional text messages – Additional text messages can be purchased at any time. ($750 for 100,000), ($550 for 50,000), ($300 for 25,000)	Price based on amount of text messages	Annual
Database • Database of your local residence to improve citizen engagement. • Database might have been quoted in the original quote. See your package breakdown for details.	Price is based on population. See Account Executive for details.	

Agreement Confirmation

Implementation Team Information

Name:
Title:
Email:
Office Phone:
Cell Phone (Required):

Implementation Team Information

Name:
Title:
Email:
Office Phone:
Cell Phone (Required):

Billing Information

(Invoices for the amount will be sent two weeks after signature with net 30 days.
Invoices will be sent from an iWorQ email address)
Billing Contact Name:
Title:
Email:
Office Phone:
Address:
(Please attach copy of W-9)

Agreement Signature

Name:
Title:
Date:
Signature:

Widget Contact

Name:
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Twilio Contact Authorization

Twilio Authorized Contacts
Employee Name (1):
Email:
Phone Number:
Job Position:
Business Title:
Employee Name (2):
Email:
Phone Number:
Job Position:
Business Title:

☐ *I confirm that my nominated authorized representatives agree to be contacted by Twilio.*

***Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. ***

TextMyGov
P.O. Box 3784
Logan, Utah 84323
435-787-7222

Partnership Agreement

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- After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Subscription Cost Break Down

This quote represents a subscription to TextMyGov with an annual recurring charge for a period of Two-years. The agreement is set to automatically renew on the date of this agreement, after the initial term. See below for package price and other details.

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms

Prepared for:
Juno Beach
685 Rolling Green Road, Juno Beach, FL 33408
Buck Evans buildingofficial@juno-beach.fl.us

Prepared by:
Dan Dustin
Operations Manager
P.O. Box 3784
Logan, UT 84323
Created: 8.4.25

Package	Package Price	Billing
TextMyGov Package includes: • TextMyGov Web-Based Software • TMG SURVEYS • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 10 GB Managed online data storage • *50,000* Text Messages per year	$4,700	Annual
Total (Ongoing):	$4,700	Annual

Notes:

1. *This is a two-year agreement. Prior to the expiration of the initial two-years, either party may terminate this Agreement by providing the other party with a sixty (60) days written notice prior to the agreement signature date. Should Customer terminate the agreement the remaining balance will immediately become due. This agreement shall automatically renew for successive one (1) year terms unless either party provides notice of termination or non-renewal no less than sixty (60) days prior to expiration of the then-current term.*
2. *Customer will be invoiced on an annual basis. Invoices will be sent by mail and email to the addresses listed on the Agreement Confirmation page of this agreement. Terms are net 30 days from the date of the invoice.*
3. *Customer is required to put Text My Gov widget on the Agency's Web Home page. See below for details on the widget clause*
4. *This agreement and pricing were provided at the customer's request and are good for 30 days from*
5. *Customer is required to provide copy of W-9*

Additional Services

TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual* cost, upon request.

Enhanced Media & Care Package – Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information- https://textmygov.com/enhanced-media-care/ *Our marketing team invests significant time and effort into creating a personalized media kit for your Agency, designed to enhance your Agencies presence and reach. As part of our agreement, we request that you post the material provided on your social media channels to maximize its effectiveness and ensure the best possible outcomes for the service. Marketing flyers, and materials produced by the company will reflect the colors, fonts, and logos of Text My Gov.	Price based on Population	Annual
Additional Storage – Each unit of storage contains an additional 100 GB.	$250	Annual
Additional text messages – Additional text messages can be purchased at any time. ($750 for 100,000), ($550 for 50,000), ($300 for 25,000)	Price based on amount of text messages	Annual
Database • Database of your local residence to improve citizen engagement. • Database might have been quoted in the original quote. See your package breakdown for details.	Price is based on population. See Account Executive for details.	

Agreement Confirmation

Implementation Team Information

Name:
Title:
Email:
Office Phone:
Cell Phone (Required):

Implementation Team Information

Name:
Title:
Email:
Office Phone:
Cell Phone (Required):

Billing Information

(Invoices for the amount will be sent two weeks after signature with net 30 days.
Invoices will be sent from an iWorQ email address)
Billing Contact Name:
Title:
Email:
Office Phone:
Address:
(Please attach copy of W-9)

Agreement Signature

Name:
Title:
Date:
Signature:

Widget Contact

Name:
Title:
Email:
Phone:

*This person is responsible for placing the TextMyGov widget (see options- TextMyGov/Widget Link) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional $1,000 towards setup costs (this is to cover TextMyGov's time.)

Twilio Contact Authorization

Twilio Authorized Contacts
Employee Name (1):
Email:
Phone Number:
Job Position:
Business Title:
Employee Name (2):
Email:
Phone Number:
Job Position:
Business Title:

☐ *I confirm that my nominated authorized representatives agree to be contacted by Twilio.*

***Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. ***

AGENDA ITEM

Meeting Name: Town Council

Meeting Date: August 26, 2025

Prepared By: Davila, F. CFM.

Item Title: Request for Site Plan Approval Extension – Holy Spirit Lutheran Church

BACKGROUND:

During the September 28, 2022, Town Council meeting, the Council reviewed and approved a petition for a Major Amendment to an Approved Site Plan for the Holy Spirit Lutheran Church (Resolution No. 2022-10).

The amendment was to replace an aging manufactured structure, currently housing the church office on the Holy Spirit campus. The plan proposed an addition to house the existing functions of the Church Office and their existing staff. Please note that the addition is not intended to house any additional staff nor any expanded functions on their campus. For your reference, please see the attached site plan that was unanimously approved by Town Council.

The Site Plan approval by Town Council is valid for two years and was set to expire on September 28, 2024. At the September 11, 2024, Town Council meeting, the Council provided a one-year extension to the approved site plan to expire on September 28, 2025.

DISCUSSION:

The Town's Code of Ordinances, Chapter 34, Article II, Division 4, Section 34-119 (b) provides that "Prior to the expiration of the two-year period, a one-year extension to commence development may be applied for with the town council. An extension may be granted upon a determination by the town council that the applicant has made a good faith effort to commence construction but has been prevented from doing so for reasons beyond control of the applicant. The town council may, at the request of the applicant and in the exercise of its discretion, grant additional extension(s) pursuant to this paragraph when warranted by the totality of the circumstances."

The applicant is requesting a one-year extension to the approved site plan which, if approved, will extend the expiration of the approved site plan to September 28, 2026. The Church has moved forward with the approved plan and has submitted the Building Permit, and it is currently going through the review process with outside agencies. Unfortunately, the issuance of the building permit and commencement of the

development with a passed first building inspection will not likely be accomplished within the September 28, 2025, timeframe.

RECOMMENDATION:

Staff recommends that the Town Council approve the proposed site plan extension for the Holy Spirit Lutheran Church, subject to the submittal to the same conditions of approval stated in resolution 2022-10.

Attachment(s):

- Applicant Site Plan Approval Extension Request and backup material.
- Resolution 2022-10

M ARCHITECTURE STUDIO



Holy Spirit Lutheran Church
Office Addition

13301 Ellison Wilson Rd
Juno Beach, FL 33408

M ARCHITECTURE STUDIO

August 5, 2025

Site Plan Submission
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408

To Whom It May Concern:

Holy Spirit Lutheran Church (HSLC) is re-submitting this Site Plan for Review as our current Site Plan Approval is expiring, while this project is currently under review for Permitting. We have received approvals from Loxahatchee River District, PBC Fire Rescue for the Civil Plans, and we are currently responding to comments from other reviewers. The plans remain unchanged since receiving Site Plan Approval in September 2022. We look forward to your renewed Site Plan Approval, so that we may replace the aging manufactured structure, currently housing our Church Office on our Campus. This plan proposes an Addition to house the Existing Functions of the Church Office and the Existing Staff. This Addition is not to house any expansion of Staff nor any expanded Functions on our Campus.

HSLC has owned this property since 1997 while it was under Palm Beach County Jurisdiction. The last significant building project was in 2009 when the Learning Center was built, and a Site Plan was on file with the County at that time. This prior Site Plan had a much greater Square Footage of 30,952 SF when HSLC was Annexed to Juno Beach in 2013. Juno Beach adopted this prior Site Plan at the time of Annexation. Juno Beach has informed us that this prior Site Plan has expired, and we are submitting this current Site Plan with a reduced Square Footage to meet the church's current needs.

At this time, HSLC submits a Site Plan with a reduced Total Square Footage from the prior Site Plan. The existing Office Structure is in need of great repair & must be replaced to maintain the function of the Church Office. The existing Office is in a manufactured structure which is also not permitted in Juno Beach and will aid in the overall appearance of the Campus when it is removed. The Existing Sanctuary and Learning Center are to remain. The Learning Center includes an Existing Daycare which is to remain.

The Existing Parking accommodates the Campus needs, and as a further benefit, the different uses on campus do not occur simultaneously. The Sanctuary is in use primarily on Sundays while the Daycare is open during business hours, 7am to 6pm, Monday through Friday. This provides overflow parking for each use. Additionally, the parking for the Daycare was developed while under PB County jurisdiction and provides Existing Drop-Off Spaces that are larger to accommodate families with young children.

An Existing Canopy connects the Daycare entry to the South Parking Lot sidewalk, and this will remain. An extension to match the Existing Canopy is to be added to connect the Parking spaces to the North of the Daycare Entry as well. The Canopy Extension will match the existing canopy in all aspects of

2401 PGA Blvd. Suite 248, Palm Beach Gardens, FL 33410 tel 561.429.4467

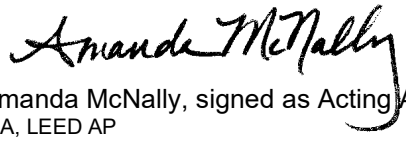
M ARCHITECTURE STUDIO

appearance. The Existing Office Building will be removed upon completion of the Addition and an open green space will remain in its place.

Regarding appearance, the Architecture of the Proposed Addition follows the aesthetic of the Existing Sanctuary and Learning Center on the campus with an Old Florida Vernacular style. It is similar to the style outlined by Juno Beach as Key West Cracker with a late Victorian undertone. We are matching the Existing Color Palette on the Campus as well. A key in the design of this Addition is to retain as many beautiful mature Live Oaks as possible, as we see them as a great asset to our campus.

We hope you share in our support of this Site Plan including an Office Addition. While the goal is to address the immediate needs of HSLC, their mission will continue to serve the surrounding Community for many years to come.

Sincerely,



Amanda McNally, signed as Acting Agent
AIA, LEED AP
Principal
M Architecture Studio

2401 PGA Blvd. Suite 248, Palm Beach Gardens, FL 33410 tel 561.429.4467



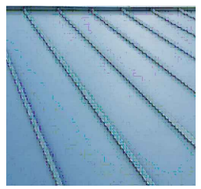
SOUTH ELEVATION



EAST ELEVATION

BUILDING COLOR PALETTE

EXISTING BUILDING COLORS TO BE MATCHED ON OFFICE ADDITION



STANDING SEAM METAL ROOF, MATCH EXISTING BLUE

Grayish
Interior / Exterior
Location Number: 240-C1

CUSTOM MATCH COLOR, SANCTUARY SIDING LEARNING CENTER
- EAST & WEST FACADES

SW 7044
Amazing Grey
Interior / Exterior
Location Number: 245-C2

LEARNING CENTER, RECESSES @ N & S FACADES

SW 7006
Extra White
Interior / Exterior
Location Number: 257-C1

TRIM @ DOORS AND WINDOWS

SW 6385
Dover White
Interior / Exterior
Location Number: 261-C2

LEARNING CENTER FASCIA, SANCTUARY CEILING

SW 6218
Tradewind
Interior / Exterior
Location Number: 219-C1

SOFFIT @ SANCTUARY

M ARCHITECTURE STUDIO

Holy Spirit Lutheran Church - Office Addition

South and East Elevations

N.T.S.
28 APR 2022
13013



HSLC OFFICE ADDITION

GENERAL NOTES

1. THIS IS A NEW COMMERCIAL BUILDING ADJACENT TO AN EXISTING BUILDING ON A CHURCH CAMPUS. ALL DIMENSIONS SHALL BE FIELD VERIFIED.
2. THIS IS NEW CONSTRUCTION, TWO STORY STRUCTURE ON AN EXISTING SITE & IS TO WORK WITHIN ESTABLISHED SITE DRAINAGE. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS BEFORE PROCEEDING WITH WORK.
3. DRAWINGS ARE DIAGRAMMATIC AND ARE INTENDED TO SHOW A COMPLETE WORKING SYSTEM. NECESSARY ITEMS REQUIRED TO COMPLETE THE WORK SHALL BE PROVIDED WHETHER SPECIFICALLY SHOWN OR NOT.
4. TO THE BEST OF OUR KNOWLEDGE, THESE CONSTRUCTION DOCUMENTS HAVE BEEN PREPARED IN ACCORDANCE WITH THE CURRENT FLORIDA BLDG. CODES, PALM BEACH COUNTY ADMINISTRATIVE AMENDMENTS AND APPLICABLE LOCAL AND STATE AMENDMENTS. ALL WORK SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF 2011 NFPA-70 ,2010 NFPA-72 AND 2009 NFPA-101 LIFE SAFETY CODE. NOTHING CONTAINED IN THESE DOCUMENTS SHALL BE CONSTRUED SO AS TO CONFLICT WITH ANY LOCAL, MUNICIPAL OR STATE LAWS OR REGULATIONS. ALL SUCH LAWS AND/OR REGULATIONS ARE HEREBY MADE PART OF THESE CONSTRUCTIONS DOCUMENTS. THE REQUIREMENTS OF THESE DOCUMENTS ARE THE MINIMUM THAT THEY WILL BE ACCEPTED. THE CONTRACTOR IS REQUIRED TO MEET ALL BUILDING AND FIRE DEPARTMENT REQUIREMENTS AS APPROVED BY THE OWNER, ARCHITECT AND LOCAL AUTHORITIES HAVING JURISDICTION.
5. ALL CONSTRUCTION SHALL CONFORM TO THE FOLLOWING:
   A. ALL GENERAL NOTES AND DRAWINGS;
   B. ALL APPLICABLE STATE AND LOCAL CODES, ORDINANCES AND REGULATIONS.
6. DIMENSIONS:
   A. ALL DIMENSIONS SHALL HAVE PREFERENCE OVER SCALE. DO NOT SCALE DRAWINGS TO DETERMINE DIMENSIONS.
   B. ALL DIMENSIONS ARE TO FACE OF STUD UNLESS OTHERWISE NOTED.
   C. CEILING HEIGHT DIMENSIONS ARE FROM FINISHED FLOOR SLAB TO FINISHED FACE OF CEILING.
7. WHEN THE +/- SYMBOL IS ADJACENT TO A GIVEN DIMENSION, IT INDICATES THAT THE ACTUAL DIMENSION MAY VARY DUE TO EXISTING CONDITIONS. (V.I.F) INDICATES A DIMENSION OR ITEM TO BE VERIFIED IN FIELD.
8. VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO STARTING THE WORK AND IMMEDIATELY NOTIFY THE ARCHITECT OF ANY AND ALL DISCREPANCIES BETWEEN THE GIVEN DIMENSION AND THE ACTUAL DIMENSION FOR RESOLUTION BEFORE PROCEEDING WITH THE WORK.
9. WHERE NO CONSTRUCTION DETAILS ARE SHOWN OR NOTED FOR ANY PART OF THE WORK, SUCH DETAIL SHALL BE SIMILAR TO OTHER CONDITIONS AND SHALL BE USED - ALL CONDITIONS SHALL BE SUBJECT TO REVIEW AND APPROVAL BY THE ARCHITECT.
10. PROVIDE ACCESS PANELS TO ALL CONCEALED SPACES AS REQUIRED BY FBC AND LOCAL GOVERNING AUTHORITIES.
11. INSTALL ALL CABINETS, EQUIPMENT AND FIXTURES UNDER THIS CONTRACT IN ACCORDANCE WITH THE APPLICABLE PORTIONS OF THE CONSTRUCTION DOCUMENTS.
12. ALL OPENINGS AT JOINTS OF EXTERIOR DOORS AND WINDOWS AND ALL UTILITY PIPING AND WIRING SHALL BE CAULKED AND SEALED WATERTIGHT WITH APPROVED POLYURETHANE BASED SEALANT UNLESS OTHERWISE SPECIFIED.
13. NEITHER THE OWNER NOR THE ARCHITECT SHALL ENFORCE SAFETY MEASURES OR CODE REGULATIONS. THE CONTRACTOR SHALL DESIGN, CONSTRUCT AND MAINTAIN ALL SAFETY DEVICES, INCLUDING SHORING AND BRACING, AS REQUIRED, AND SHALL BE SOLELY RESPONSIBLE FOR CONFORMING TO ALL LOCALS, STATE AND FEDERAL SAFETY AND HEALTH REGULATIONS, STANDARDS AND LAWS.
14. M ARCHITECTURE STUDIO, LLC ASSUMES NO RESPONSIBILITY RELATING TO HAZARDOUS OR TOXIC MATERIALS, INCLUDING ASBESTOS, AND ASSUMES NO RESPONSIBILITY RELATING TO ITS EXISTENCE OR REMOVAL. SHOULD THESE SERVICES BE REQUIRED FOR THE PROJECT, THE OWNER SHALL TAKE ACTION FOR DIRECTLY CONTRACTING WITH A STATE LICENSED CONSULTANT OR SPECIALIST FOR SUCH.
15. THESE PLANS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM WHATSOEVER, NOR ARE THEY TO BE ASSIGNED TO A THIRD PARTY WITHOUT FIRST OBTAINING THE WRITTEN PERMISSION AND CONSENT OF THE ARCHITECT. IN THE EVENT OF UNAUTHORIZED USE OF THESE PLANS BY A THIRD PARTY, THE THIRD PARTY SHALL HOLD THE ARCHITECT HARMLESS AND PAY ALL ATTORNEY FEES AND COURT COSTS IN THE EVENT OF ARBITRATION OR LITIGATION..
16. COORDINATE AND VERIFY WITH THE PLUMBING, MECHANICAL AND ELECTRICAL ENGINEERS AND TRADES, THE SIZES AND LOCATIONS OF ALL PIPING, DUCTWORK, SLEEVES, SPECIAL BOLTING REQUIREMENTS, ETC.
17. THE USE OF THE WORD 'PROVIDE' IN CONNECTION WITH ANY ITEM SPECIFIED IS INTENDED TO MEAN THAT SUCH SHALL BE FURNISHED, INSTALLED AND CONNECTED, WHERE SO REQUIRED, EXCEPT AS NOTED.
18. SUBMIT ALL PERTINENT SHOP DRAWINGS AND PRODUCT APPROVALS FOR CONSTRUCTION PERMIT TO THE ARCHITECT FOR REVIEW PRIOR TO FABRICATION AND INSTALLATION, ALLOWING SUFFICIENT TIME FOR REVIEW AND CORRECTION ACTION SHOULD IT BE REQUIRED. SUBMIT CATALOG CUTS OF ALL FIXTURES AND EQUIPMENT AND SAMPLES OF ALL FINISHES SPECIFIED FOR APPROVAL PRIOR TO FABRICATION AND INSTALLATION. SUBMIT ALL DOCUMENTS IN TRIPLICATE.
19. PRIOR TO COMMENCEMENT OF CONSTRUCTION, NOTIFY THE ARCHITECT IN WRITING, OF SPECIFIED MATERIALS OR EQUIPMENT WHICH ARE EITHER UNAVAILABLE OR WILL CAUSE DELAY IN THE CONSTRUCTION COMPLETION SCHEDULE, INCLUDE SUFFICIENT INFORMATION FOR EVALUATION OF ANY PROPOSED ALTERNATE.
20. SUPPLY ALL TEMPORARY ELECTRICAL POWER TO THE JOB SITE FOR USE BY ALL CONSTRUCTION TRADES PRIOR TO THE FINAL HOOK UP OF SPECIFIED ELECTRICAL WORK.
21. PROVIDE AND MAINTAIN TEMPORARY BARRICADES, FENCES, ENCLOSURE WALLS, ETC, AS REQUIRED TO PROTECT THE PUBLIC DURING THE PERIOD OF CONSTRUCTION.
22. PREPARE ALL FLOORS TO RECEIVE FINISHES AS INDICATED. ANY SURFACE DEFECTS AND IRREGULARITIES SHALL BE FILLED AND LEVELED. FLOOR SURFACES ARE TO BE LEVEL, CLEAN AND SMOOTH, MEETING THE MANUFACTURER'S SPECIFICATIONS, PRIOR TO THE INSTALLATION OF ANY FLOOR COVERINGS.
23. THE ARCHITECT IS NOT RESPONSIBLE FOR THE ACCURACY OF INFORMATION CONTAINED IN OWNER SUPPLIED DOCUMENTS
24. MAINTAIN THE JOBSITE IN A CLEAN, ORDERLY CONDITION, FREE OF DEBRIS AND LITTER.
25. ALL MATERIALS STORED ON THE SITE SHALL BE PROPERLY STACKED AND PROTECTED TO PREVENT DAMAGE AND DETERIORATION UNTIL USED. FAILURE TO PROTECT MATERIALS MAY BE CAUSE FOR REJECTION OF WORK.
26. NO PRODUCTS CONTAINING ASBESTOS IN ANY FORM SHALL BE USED ON ANY PART OF THIS WORK. NO PRODUCTS CONTAINING HIGH CONCENTRATION OF VOC (VOLATILE ORGANIC COMPOUND) IN ANY FORM SHALL BE USED ON ANY PART OF THIS WORK.
27. PROVIDE ALL NECESSARY BLOCKING, BACKING AND FRAMING FOR LIGHT FIXTURES, ELECTRICAL DEVICES, MECHANICAL EQUIPMENT, AND ALL OTHER ITEMS REQUIRING SAME.
28. ALL PIPING AND CONDUIT SHALL BE LOCATED WITHIN WALLS, PARTITIONS OR FURRED SPACES, UNLESS OTHERWISE NOTED.
29. MECHANICAL UNITS SHALL BE ANCHORED AS PER FBC WINDLOAD REGULATIONS.
30. RECEPTACLE OUTLETS, ELECTRICAL DEVICES, TELEPHONE OUTLETS, ETC. BACK TO BACK IN WALLS SHALL BE SEPARATED A MINIMUM OF ONE STUD SPACE.
31. THE CONTRACTOR IS TO MAKE EXACT DETERMINATION AS TO THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO COMMENCEMENT OF WORK. DO NOT PROCEED UNTIL ALL EXISTING UTILITIES HAVE BEEN FIELD VERIFIED. THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE CAUSED BY FAILURE TO LOCATE AND PRESERVE UTILITIES.
32. BEFORE STARTING THE WORK, THE CONTRACTOR AND/OR SUBCONTRACTOR SHALL CAREFULLY EXAMINE ALL PREPARATORY WORK THAT HAS BEEN EXECUTED TO RECEIVE HIS WORK. HE SHALL CHECK CAREFULLY, BY WHATEVER MEANS ARE NECESSARY, TO INSURE THAT HIS WORK, AND ANY ADJACENT RELATED WORK, WILL FINISH TO PROPER LEVELS AND TO PLAN. SUBCONTRACTOR SHALL PROMPTLY NOTIFY THE GENERAL CONTRACTOR OF ANY DEFECTS OR IMPERFECTIONS IN PREPARATORY WORK WHICH WILL IN ANY WAY AFFECT SATISFACTORY COMPLETION OF HIS WORK. ASSENCE OF SUCH NOTICE WILL BE CONSTRUED AS AN ACCEPTANCE OF THE PREPARATORY WORK, AND LATER CLAIMS OF DEFECTS WILL NOT BE RECOGNIZED.
33. UNDER NO CONDITIONS SHALL WORK PROCEED PRIOR TO PREPARATORY WORK HAVING BEEN COMPLETED, CURED, DRIED AND/OR OTHERWISE MADE SATISFACTORY TO RECEIVE SUCH RELATED WORK. RESPONSIBILITY FOR TIMELY INSTALLATION OF ALL MATERIALS RESTS SOLELY WITH THE GENERAL CONTRACTOR, WHO WILL MAINTAIN COORDINATION AT ALL TIMES.
34. DO NOT CUT-AND-PATCH STRUCTURAL WORK IN A MANNER RESULTING IN A REDUCTION OF LOAD CARRYING CAPACITY OR LOAD/DEFLECTION RATIO. DO NOT CUT-AND-PATCH OPERATIONAL ELEMENTS AND SAFETY-RELATED COMPONENTS IN A MANNER RESULTING IN A REDUCTION OF CAPACITIES TO PERFORM IN THE MANNER INTENDED OR RESULTING IN DECREASED OPERATIONAL LIFE, INCREASED MAINTENANCE OR DECREASED SAFETY. DO NOT CUT-AND-PATCH WORK WHICH IS EXPOSED ON THE EXTERIOR OR EXPOSED IN OCCUPIED SPACES OF THE BUILDING, IN A MANNER RESULTING IN A REDUCTION OF VISUAL QUALITIES, OR RESULTING IN SUBSTANTIAL EVIDENCE OF THE CUT-AND-PATCH WORK, AS JUDGED SOLELY BY THE STRUCTURAL ENGINEER. REMOVE AND REPLACE WORK JUDGED BY THE ARCHITECT TO BE UNSATISFACTORY.
35. ALL OPENINGS THROUGH FIRE-RATED WALLS SHALL BE PROTECTED WITH RATED ASSEMBLIES IN ACCORDANCE WITH THE REQUIREMENTS OF FBC AND NFPA.
36. INTERIOR WALL AND CEILING FINISHES SHALL BE INSTALLED IN ACCORDANCE WITH THE FIRE-RESISTIVE REQUIREMENTS OF THE FBC. MAXIMUM ALLOWABLE FLAME SPREAD SHALL NOT BE EXCEEDED BY FINISH MATERIALS USED.
37. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION SCHEDULING AND SHALL BE RESPONSIBLE TO SEE THAT THE WORK IS DONE IN A TIMELY MANNER. A PROGRESS SCHEDULE SHALL BE PREPARED AND SUBMITTED AS REQUIRED BY THE OWNER.
38. THE GENERAL CONTRACTOR SHALL NOT ALLOW OR DIRECT MATERIALS OF ANY TRADE TO BE INSTALLED PREMATURELY WHEN IT IS OBVIOUS THAT SUCH MATERIALS MAY BE DAMAGED BY SUBSEQUENT WORK OF OTHER TRADES. WHEN RECOGNIZED CONSTRUCTION PROCEDURES OR DESIGN REQUIREMENTS PRESCRIBE THAT MATERIALS BE INSTALLED BEFORE EXECUTION OF OTHER WORK WHICH MAY DAMAGE OR DEFACE SUCH COMPLETED WORK, THE GENERAL CONTRACTOR SHALL THEN TAKE SUCH STEPS AS ARE NECESSARY TO PROTECT SUCH COMPLETED WORK, EXCEPT WHEN SUCH WORK IS EXPRESSLY SPECIFIED TO BE PROTECTED BY THE CONTRACTOR OR SUBCONTRACTOR INSTALLING THE WORK.
39. SHOP DRAWINGS AND ALL REQUIRED CALCULATIONS SHALL BE PROVIDED BY THE SUBCONTRACTOR FOR ALL DOORS AND WINDOWS, MECHANICAL, PLUMBING, ELECTRICAL, FIRE PROTECTION AND LOW-VOLTAGE SYSTEMS AS REQUIRED BY THE BUILDING DEPARTMENT. SUBMIT TO THE BUILDING DEPARTMENT FOR PLAN APPROVAL PRIOR TO ALL CONSTRUCTION.
40. ALL EXTERIOR 8" CMU WALLS SHALL BE INSULATED WITH FI-FOIL A42 VAPOR BARRIER UNLESS OTHERWISE SPECIFIED. INSULATION OF BUILDING ENVELOPE SHALL BE CONTINUOUS. REFER TO FBC CHAPTER 13 (ENERGY EFFICIENCY) FOR ANY ADDITIONAL INSULATION REQUIREMENTS.
41. SOUND INSULATION SHALL BE INSTALLED AT ALL INTERIOR PARTITIONS (UNLESS OTHERWISE INDICATED) AND AROUND ALL PLUMBING PIPING. SEE INDIVIDUAL PARTITION TYPES FOR ALL SOUND INSULATION AND SOUND ISOLATION MATERIAL TO BE INSTALLED.
42. ALL WOOD IN CONTACT WITH MASONRY, CONCRETE OR STEEL SHALL BE PRESSURE TREATED.
43. REFER TO FBC CHAPTER 4. ENERGY EFFICIENCY FOR ANY ADDITIONAL INSULATION REQUIREMENTS.

DESIGN CRITERIA

CODES: FLORIDA BUILDING CODE, 2020
Per Chapter 1609, using ASCE 7-10
Wind Load: 170mph V(ULT), 132 mph V(ASD), Exposure: "C"
Risk Category: II
Internal Pressure Coefficient = 0.18
Roof Height: 28'-2" FT
Cladding / Component Pressures on Bldg Elevations
Impact Protection Shutters____ Impact Glass_X_
All Windows to meet Design Pressure +X / -X or per STR DWGS
FLORIDA FIRE PREVENTION CODE, 6TH EDITION

PROJECT INFORMATION

Owner: Holy Spirit Lutheran Church
13301 Ellison Wilson Rd
Juno Beach, FL 3340

Architect: M Architecture Studio, LLC
2401 PGA Blvd, Ste 248
Palm Beach Gardens, FL 33410
561-429-4467
AR95372

Structural Engineer: Allen Wieder, PE
Wieder Engineering, Inc.
11718 SE Federal Hwy, #373
Hobe Sound, FL 33455
772-546-5823
Lic. #28036

Elec. Engineer: Cardinal Engineering Associates, Inc.
540 NW University Blvd., Suite 206
Port St. Lucie, FL 34986
561-746-6343

Civil Engineer: McLeod, McCarthy & Associates, P.A.
1655 Palm Beach Lakes Blvd #901
West Palm Beach, FL 33401
561-689-9500

LEGAL DESCRIPTION

29-41-43, N 538.39 FT OF S 1876.78 FT OF E 1/2 OF SE 1/4 LYG E OF & ADJ TO ROLLING GREEN RD (LESS ELLISON WILSON RD)
PCN # 28-43-41-29-00-000-5370

AREA CALCULATIONS

Conditioned Space - Level 1	2284 SF	
Conditioned Space - Level 2	1250 SF	
Total Conditioned Space		3534 SF
Breezeway	436 SF	
Entry Porch	135 SF	
East Porch	149 SF	
Total Building Square Footage		4254 SF

BUILDING USE IS B: BUSINESS

Occupancy Load:
Business (A2.0)
Level 1: 2284 sf Gross / 100sf per person = 22 people
Level 2: 1250 sf Gross / 100sf per person = 12 people

NOTE: CALCULATIONS BASED ON PALM BEACH COUNTY TAX RECORDS, SURVEY & EXISTING BUILDING DOCUMENTS

DRAWING INDEX

A1.0	COVER SHEET, PROJECT INFORMATION
A1.1	KEY PLAN, SITE PLAN
A1.2	LANDSCAPE PLAN
A2.0	SITE FLOOR PLAN @ LEVEL 1
A2.1	FLOOR PLAN, LEVEL 1
A2.2	FLOOR PLAN, LEVEL 2
A3.0	EXTERIOR ELEVATIONS
A3.1	EXTERIOR ELEVATIONS
A3.2	EXTERIOR ELEVATIONS SITE
C-1	CIVIL ENG., DRAINAGE PLAN
Exhibit 2B	Prior Drainage Plan for Reference Only
Survey	EXISTING SURVEY

M ARCHITECTURE STUDIO
2401 PGA Blvd, Suite 248
Palm Beach Gardens, FL 33410
561.429.4467

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NOT FOR CONSTRUCTION

HSLC OFFICE ADDITION
13301 ELLISON WILSON RD
JUNO BEACH, FLORIDA 33408

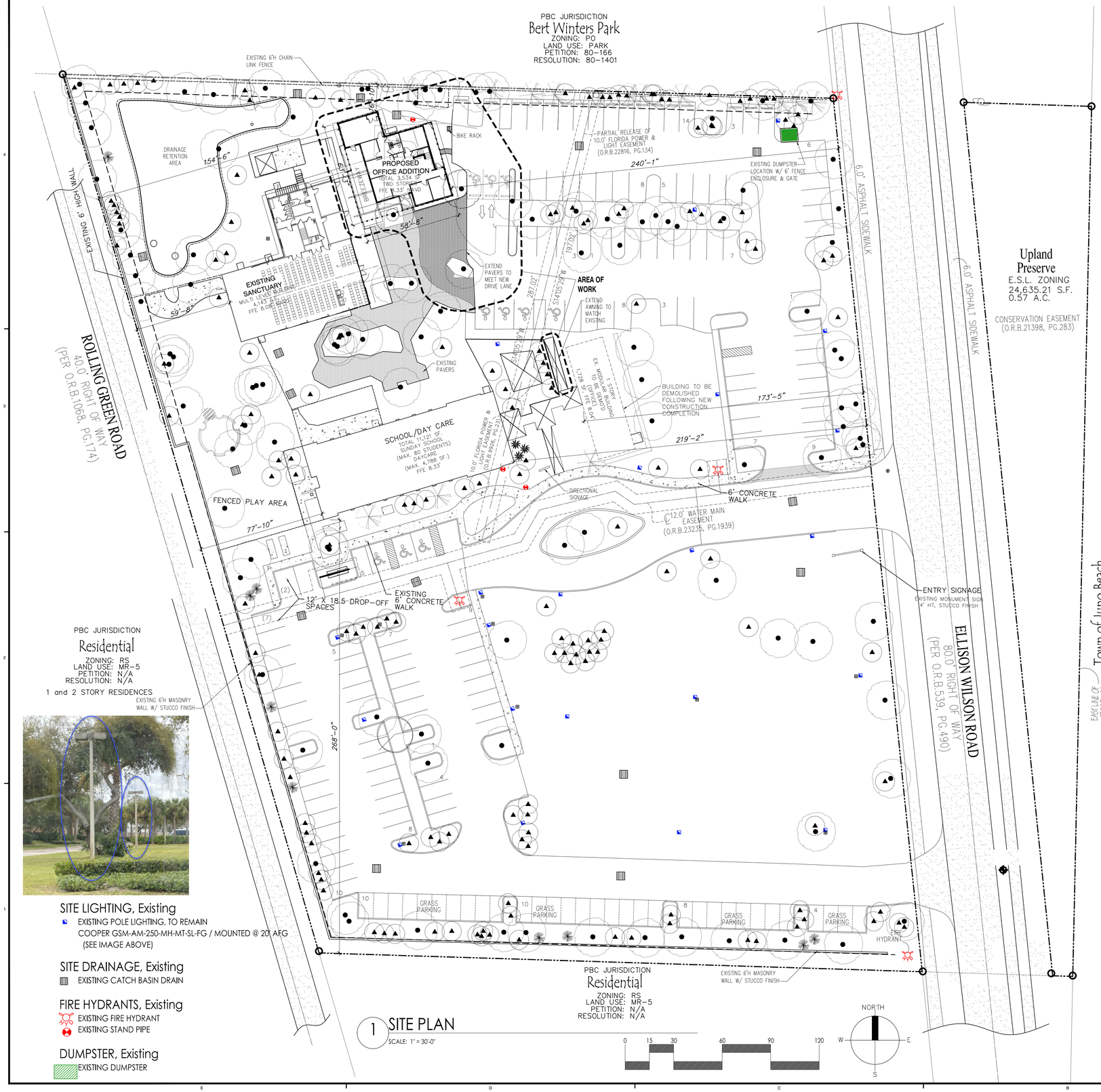
SUBMITTALS/REVISIONS:

SITE PLAN REVIEW

PROJECT No. 13013 DATE 08.30.22

SHEET TITLE
COVER SHEET & PROJECT INFORMATION

A1.0



SITE LIGHTING, Existing

EXISTING POLE LIGHTING, TO REMAIN
COOPER GSM-AM-250-MH-MT-SL-FG / MOUNTED @ 20' AFG
(SEE IMAGE ABOVE)

SITE DRAINAGE, Existing

EXISTING CATCH BASIN DRAIN

FIRE HYDRANTS, Existing

EXISTING FIRE HYDRANT
EXISTING STAND PIPE

DUMPSTER, Existing

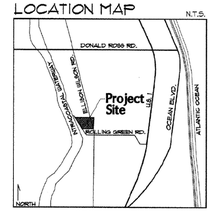
EXISTING DUMPSTER

1 SITE PLAN
SCALE: 1" = 30'-0"

SITE DATA

PARCEL CONTROL NUMBER	28-43-41-29-00-000-5370
NAME OF DEVELOPMENT	HOLY SPIRIT LUTHERAN CHURCH
PRINCIPAL USE	PLACE OF WORSHIP
ACCESSORY USE	DAYCARE
ZONING DISTRICT	Residential / ESL

LOCATION MAP N.T.S.



SITE AREA CALCULATIONS

TOTAL GROSS ACREAGE	5.82 AC. (253,325.21 SF)	
TOTAL GROSS FLOOR AREA	20,776 SF	8%
Existing Sanctuary (4143 sf Original + 538 sf Prior Addition)	4,681 SF (Existing to Remain)	
School / Daycare (Daycare Max 4,788 SF)	11,121 SF (Existing to Remain)	
Office Addition - Proposed	3,534 SF	
Breezeway Porch	1,440 SF	
Total Building Area	20,776 SF	

TOTAL FAR:	0.08		
BUILDING COVERAGE	6 %		
IMPERVIOUS AREA:	81,892 SF	1.88 AC	32%
OPEN SPACE/COMMON AREA (Includes Grass Parking)	113,831.93 SF	2.61 AC	45%
RETENTION AREA	6,191.75 SF	0.14 AC	2%
	REQUIRED	PROPOSED	
PRESERVE AREA	15,806.8 SF	24,635.21 SF	0.57 AC 10%
LANDSCAPE BUFFERS		26,774.32 SF	0.62 AC 11%
		TOTAL	5.82 AC 100%

BUILDING HEIGHT: 35'-0" Existing Sanctuary Peak from Grade Avg. (34-7" to T.O. SLAB)
29'-8" Proposed Office Addition to Grade (29'-4" to T.O. SLAB)
NUMBER OF STORIES: 2

PARKING DATA

* Existing Parking will meet the needs of the Addition and it was developed per PB County Requirements

TOTAL REQUIRED PARKING		134 SPACES
Place of Worship, Existing	86 Spaces (1 per 3 seats @ 256 Seats)	
Daycare, Existing	36 Spaces (per K-8 req'mt. 16 staff + 20 visitors)	
Office	12 Spaces (3,534 SF / 300 SF)	
TOTAL PARKING PROVIDED		165 SPACES
North Parking Lot	75 Spaces	
South Parking Lot (Exist.)	58 Spaces	
Grass Parking (Exist.)	32 Spaces	
HANDICAP PARKING REQUIRED:		6 SPACES Existing
HANDICAP PARKING PROVIDED		6 SPACES Existing
TOTAL DROP-OFF SPACE REQUIRED (12' x 18.5') per PB COUNTY		8 SPACES Existing
TOTAL DROP-OFF SPACE PROVIDED (12' x 18.5')		9 SPACES Existing

Landscape 20 SF x 165 Parking Spaces = 3300 SF Min
HSLC far exceeds this minimum requirement, see Table above

Bicycle Parking : Bike Rack is to be added near the north Property Line, between the Parking and the Office Addition

Bike Lanes do not currently exist on Ellison Wilson under PB County Jurisdiction

Loading Space not Required beyond Parking Spaces

Site Plan Requirements –	Residential Density (RS-1)	**Applicant's proposal**
Minimum lot area	10,000 sq. ft.	**253,325.21 sq. ft. (5.82 AC)**
Minimum lot width	75 ft. total	**538.39 ft.**
Minimum lot depth	100 ft. total	**373.16 ft.**
Density	4 dwelling units/gross acre	**1 Church, Existing**
Front yard setback	25 ft. from street line	**173'-5" to Existing Canopy, 219'-2" to Existing Learning Center Building**
Side yard setback	10 ft. per side	**16'-10" at North side**
Rear yard setback	10 ft.	**59'-8" to Existing Sanctuary**
Ocean setback	50 feet west of CCCL	**Not applicable**
High-rise setback	Not applicable	**Not applicable**
Minimum floor space per dwelling unit	1,000 to 1,400 sq. ft. habitable space range	**Not applicable**
Maximum building height	2 stories not to exceed 30 ft.	**35'-0" Existing Sanctuary Peak to Average Adj. Grade, 29'-8" Office Addition Proposed Peak to Adj. Grade**
Maximum building dimension	100 feet	**56' x 64'**
Maximum lot coverage	35%	**32%**
Minimum landscaped open space	25% of lot area	**68%**
Maximum tower height	225 sq. ft.	**Not applicable**
Minimum parking	134 Spaces Required (Existing) Worship Space, Existing: 86 Spaces (1/3 seats) Daycare, Existing: 36 Spaces (16 staff + 20) Office: 12 Spaces (3534 SF / 300SF)	**165 Spaces, Existing to Remain Additional Parking information on A1.1**

M ARCHITECTURE STUDIO
2451 PGA Blvd. Suite 240
Palm Beach Gardens, FL 33410
561.429.8477

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NOT FOR CONSTRUCTION

HSLC OFFICE ADDITION
13301 ELLISON WILSON RD
JUNO BEACH, FLORIDA 33408

SUBMITTALS/REVISIONS:

SITE PLAN REVIEW

PROJECT No. 13013 DATE 06.24.22

SHEET TITLE
SITE PLAN

A1.1

RESOLUTION NO. 2022-10

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, APPROVING A MAJOR AMENDMENT TO AN EXISTING SITE PLAN FOR THE HOLY SPIRIT LUTHERAN CHURCH LOCATED AT 13301 ELLISON WILSON ROAD, AS MORE PARTICULARLY DESCRIBED HEREIN, TO DEMOLISH AN EXISTING MODULAR BUILDING AND CONSTRUCT A NEW OFFICE ADDITION; PROVIDING FOR CONDITIONS OF APPROVAL; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, through the adoption of Ordinance No. 648, the Town Council annexed the Holy Spirit Lutheran Church ("Church" or "Applicant"), located on 5.82 acres of real property at 13301 Ellison Wilson Road, as more particularly described in Exhibit A attached hereto and incorporated herein ("Property"), into the corporate limits of the Town; and

WHEREAS, the Church has filed an application to modify the site plan previously approved by Palm Beach County to demolish an existing 1,728 square foot modular building and construct a new 3,534 square foot office addition ("Project"); and

WHEREAS, the Planning and Zoning Board reviewed the Church's application for a major amendment to the approved site plan and recommended approval; and

WHEREAS, having considered the recommendation of the Planning and Zoning Board, the Town Council determines that the application meets all Town Comprehensive Plan and Zoning Code requirements and wishes to approve the major amendment to the site plan, subject to the conditions set forth in this Resolution; and

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

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 a major amendment to the approved site plan for the Church to demolish an existing 1,728 square foot modular building and construct a new 3,534 square foot office addition on the Property. The Project shall be constructed in conformance with the development plans submitted by the Applicant as of the date of this approval and on file with the Town, including, but not limited to, site plans, landscape plans, engineering plans and architectural plans and elevations.

Section 3. The Town Council's approval of the major amendment to the site plan is expressly subject to the conditions set forth herein, which shall run with the property and be binding on the Applicant and all successors in interest:

1. The Applicant shall comply with all requirements of the Town of Jupiter Utilities Department and the Loxahatchee River District for water and sewer services.

2. The Applicant shall submit final civil engineering and utility/water management plans to the Town Engineer for review and approval and shall obtain administrative approval from the Town prior to any land clearing or grading activities. The Applicant shall obtain all necessary surface water management permits and water use permits from the South Florida Water Management District and the Department of Environmental Protection and shall create all easements required by either the utility providers or the permitting agencies.

3. To the extent not already in existence, the Applicant shall execute appropriate Development Agreements with utility service providers to reserve water and wastewater service capacity prior to the filing of any building permit application.

4. The Applicant shall adhere to the Town's Community Appearance Standards, as set forth in Sections 34-1302 through 34-1307 of the Town Code of Ordinances. If these standards cannot be met, the Applicant shall supply the Town with the necessary funds to provide the required infrastructure and incorporate such standards. The amount necessary to meet these standards shall be reviewed and approved by the Town Engineer.

5. The Applicant shall submit architectural elevations for any accessory structures to the Planning and Zoning Director for review and approval prior to the filing of any building permit application

6. The Applicant shall post sufficient surety for all infrastructure and landscaping improvements by letter of credit or some other adequate form of surety approved by the Town Attorney prior to any land clearing activities or the filing of any building permit application. The Town Engineer and the Planning and Zoning Director shall determine the appropriate sum of such surety. The Applicant shall also provide the required deposit ($2,000.00) for site plan and project review/approval in accordance with Town requirements.

7. The Applicant shall screen all utility/mechanical equipment features as required by Section 34-908 of the Town Code.

8. In accordance with Section 34-119(a) of the Town Code, the approval of the site plan amendment shall be valid for two years from the effective date of this Resolution. If the Applicant has not commenced development within two years, this approval shall become null and void. For the purposes of this condition, "commencement of development" shall mean receipt of a validly issued building permit and first building inspection approval for a minimum of one principal structure or completion of 25 percent of the total cost of the infrastructure (water, sewer, roads and drainage) on site. Infrastructure costs shall be reviewed and approved by the Town Engineer prior to final approval of the engineering plans. The Applicant may seek an extension of such approval pursuant to Section 34-119(b) of the Town Code.

9. The Applicant shall complete perimeter screening of the construction site prior to vertical construction in order to maintain acceptable visual impacts during the construction phase of the Project. Additionally, the Applicant shall comply with all OSHA and other minimum safety requirements during any demolition activities and throughout the construction of the project.

10. In granting this approval, the Town Council relied upon the oral and written representations of the Applicant both on the record and as part of the application process. Any deviations from such representations will be addressed in accordance with Section 34-34 and 34-35 of the Town Code.

12. The Applicant shall provide all approved plans in digital format prior to building permit submission.

13. As required by Section 6-24 of the Town Code (amendments to Chapter 1 of the Florida Building Code), a building permit for a project between 5,000 square feet to 9,999 square feet in size shall become invalid unless the work authorized by such permit is commenced and completed within twenty-four (24) months after issuance of the permit.

14. All native plants removed for the Project shall be relocated on site or to relocated to an appropriate location within the Town.

15. All building permits are subject to the time limitations set forth in Section 6-24 of the Town Code (Administrative Amendments to the Florida Building Code).

Section 4. Should the Applicant fail to meet these conditions, this approval shall be revoked and no additional work shall proceed on site until such time as this Resolution is renewed or amended by the Town Council. These conditions shall be binding on the Applicant and its successors and assigns and violation of such conditions shall constitute a violation of the development approval, which may be enforced by the Town as set forth in the Town Code or as otherwise authorized by law

Section 5. All resolutions or prior approvals, or parts of resolutions or prior approvals, in conflict with this Resolution are hereby repealed to the extent of such conflict.

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

RESOLVED AND ADOPTED this 28th day of September, 2022.

DD Halpern, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC
Town Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Leonard G. Rubin, Town Attorney

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: E. Alves, CPA, Finance/HR Director

Item Title: Year to Date (YTD) Financial Statements

DISCUSSION:

Please find attached the YTD financial reports for your review. Figures are unaudited and subject to additional reconciliations and adjustments.

RECOMMENDATION:

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

TOWN OF JUNO BEACH

BALANCE SHEET FOR 2025 10

				NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND: 01	GENERAL FUND				
ASSETS					
	01	10101	GENERAL FUND CHECKING	-175,805.33	-220,618.66
	01	10102	PAYROLL CHECKING	-197,331.00	-190,467.64
	01	10106	CREDIT CARD ACCOUNT	.00	1,687,379.92
	01	10201	PETTY CASH	.00	600.00
	01	10202	PETTY CASH-PD	.00	250.00
	01	10410	WELLS FARGO-MM SWEEP	.00	3,788,061.97
	01	10412	MONEY MARKET	.00	2,779,816.00
	01	10420	POOLED CASH-STATE BD OF A	.00	700,258.50
	01	10421	FL PALM INVESTMENT	.00	3,263,195.50
	01	10424	FMIT-0-2 HQ BOND FUND	.00	250,718.63
	01	10425	FMIT-SHORT TERM BOND	.00	479,561.70
	01	10426	FMIT-INTERMEDIATE TERM BD	.00	584,742.23
	01	10435	CERTIFICATES OF DEPOSIT	.00	1,097,426.71
	01	11510	ACCOUNTS RECEIVABLE	.00	-6,768.87
	01	11590	AR-RETIREE INSURANCES	162.63	-6.31
	01	13310	DUE FROM OTHER GOV'T UNIT	.00	25,075.49
	01	13501	ACCRUED INTEREST RECEIVABLE	.00	166,531.26
	01	15500	PREPAID EXPENSES	794.03	92,888.62
		TOTAL ASSETS		-372,179.67	14,498,645.05
LIABILITIES					
	01	20200	ACCOUNTS PAYABLE	-34,613.28	-34,644.30
	01	20205	FRIENDS OF THE ARTS	.00	1,420.65
	01	20210	PENSION PAYABLE-FRS	-55,338.47	-104,296.08
	01	20211	RETIRE-GEN. EMP. PAYABLE	-14,186.70	-61,723.43
	01	20220	DEFERRED COMPENSATION	-6,601.23	-5,532.92
	01	20241	125-CAFE.HEALTH INSURANCE	-5,071.57	-8,123.54
	01	20242	125-CAFE. MEDICAL FSA	-297.66	33,444.33
	01	20245	ALLSTATE VOLUNTARY INSURANCE	303.70	-1.42
	01	20247	PIC-VOLUNTARY INSURANCES	.00	66.46
	01	20250	125-CAFE. VISION CARE	119.88	108.82
	01	20295	PD-TAKE HOME CAR	-760.00	-15,460.00
	01	20810	DUE TO PALM BEACH COUNTY	6,035.50	-43,795.20
	01	20830	DUE TO STATE-BLDG PERMIT FEES	.00	-10,770.86
	01	20835	DUE TO STATE-REDLIGHT	.00	-13,981.16
	01	21700	WITHHOLDING TAXES	-30,084.79	13,277.36
	01	21720	SOCIAL SECURITY TAXES	-40,528.76	-83,894.10
		TOTAL LIABILITIES		-181,023.38	-333,905.39
FUND BALANCE					
	01	17100	ESTIMATED REVENUES	.00	10,785,377.00
	01	17200	REVENUE CONTROL	.00	-8,701,639.21
	01	24100	APPROPRIATIONS CONTROL	.00	-10,785,377.00
	01	24200	EXPENDITURE CONTROL	553,203.05	6,789,200.90
	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

TOWN OF JUNO BEACH

BALANCE SHEET FOR 2025 10

FUND: 01 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE				
01	28103	RESTRICTED ONE-CENT SURTAX	.00	-1,304,452.95
01	28115	BUILDING CODE ENFORCEMENT	.00	-2,290,118.45
01	28120	RESTRICTED-LAW ENFORCEMENT	.00	-13,581.25
01	28121	RESTRICTED-STATE/LOCAL FORFEIT	.00	-109,314.40
01	28300	ASSIGNED-SUBSEQUENT YEAR	.00	-2,942,500.00
01	28400	UNASSIGNED-FUND BALANCE	.00	-5,277,076.70
01	28410	UNASSIGNED-CONTRIBUTIONS	.00	-40,571.32
TOTAL FUND BALANCE			553,203.05	-14,167,868.22
TOTAL LIABILITIES + FUND BALANCE			372,179.67	-14,501,773.61

** END OF REPORT - Generated by Emily Alves **

TOWN OF JUNO BEACH
MONTH ENDING JULY 31, 2025

GENERAL FUND	Original	Amended	Actual		
	FISCAL YEAR	FISCAL YEAR	YTD 7/31/25	Difference	% To Amended Budget
REVENUES	**2024-2025**	**2024-2025**			
Ad Valorem Taxes	$4,231,420	$4,231,420	$4,211,118	$20,302	100%
Local Option, Use & Fuel Taxes	57,283	57,283	39,370	17,913	69%
One-Cent Discretionary Surtax	305,851	305,851	262,386	43,465	86%
Utility Services Taxes	953,364	953,364	701,072	252,292	74%
Local Business Tax	70,000	70,000	20,743	49,257	30%
Building Permits	1,100,000	1,100,000	1,632,024	(532,024)	148%
Franchise Fees	100,000	100,000	54,537	45,463	55%
Permits, Fees & Special Assessments	159,950	159,950	161,505	(1,555)	101%
Grants	577,500	577,500	160,297	417,203	28%
Intergovernmental Revenue	536,079	536,079	365,398	170,681	68%
Charges for Services	40,000	40,000	14,730	25,270	37%
Fines and Forfeitures	25,500	25,500	9,252	16,248	36%
Investment Earnings	250,000	250,000	504,300	(254,300)	202%
Miscellaneous	86,000	86,000	614,214	(528,214)	714%
From Impact Fees-Restricted	38,840	38,840	0	38,840	0%
From Forfeiture Fund-Restricted	10,000	10,000	0	10,000	0%
From Contributions-Restricted	111,581	111,581	0	111,581	0%
From One-Cent Surtax-Restricted	566,649	566,649	0	566,649	0%
From Unassigned Fund Balance	1,565,360	1,565,360	0	1,565,360	0%
TOTAL REVENUES	**$10,785,377**	**$10,785,377**	**$8,750,947**	**$2,034,430**	81%
EXPENDITURES BY DEPARTMENT					
LEGISLATIVE					
Salaries	$42,000	$42,000	$33,880	$8,120	81%
Employee Benefits	3,213	3,213	2,592	621	81%
Operating Expenses	12,500	12,500	5,482	7,018	44%
TOTAL LEGISLATIVE	**57,713**	**57,713**	**41,954**	**15,759**	73%
FINANCE & ADMINISTRATION					
Salaries	$727,000	$727,000	$471,595	$255,405	65%
Employee Benefits	234,753	234,753	133,150	101,603	57%
Professional Fees	130,000	130,000	155,764	(25,764)	120%
Operating Expenses	190,900	190,900	115,783	75,117	61%
Capital Outlay	145,000	145,000	55,673	89,327	38%
TOTAL FINANCE & ADMINISTRATION	**1,427,653**	**1,427,653**	**931,965**	**495,688**	65%

TOWN OF JUNO BEACH
MONTH ENDING JULY 31, 2025

	FISCAL YEAR 2024-2025	FISCAL YEAR 2024-2025	Actual YTD 7/31/25	Difference	% To Amended Budget
COMPREHENSIVE PLANNING					
Salaries	$568,300	$568,300	$421,159	$147,141	74%
Employee Benefits	190,294	190,294	118,597	71,697	62%
Professional Fees	1,054,000	1,054,000	977,666	76,334	93%
Operating Expenses	71,700	71,700	58,312	13,388	81%
Capital Outlay	7,500	7,500	0	7,500	0%
TOTAL COMPREHENSIVE PLANNING	**1,891,794**	**1,891,794**	**1,575,734**	**316,060**	83%
LAW ENFORCEMENT					
Salaries	$1,989,200	$1,989,200	$1,440,275	$548,925	72%
Employee Benefits	1,035,402	1,035,402	735,443	299,959	71%
Professional Fees	53,700	53,700	18,313	35,387	34%
Operating Expenses	418,700	418,700	364,342	54,358	87%
Capital Outlay	268,000	268,000	246,093	21,907	92%
TOTAL LAW ENFORCEMENT	**3,765,002**	**3,765,002**	**2,804,465**	**960,537**	74%
PUBLIC WORKS					
Salaries	$368,250	$368,250	$266,985	$101,265	73%
Employee Benefits	146,155	146,155	90,864	55,291	62%
Professional Fees	20,000	20,000	1,804	18,196	9%
Operating Expenses	604,810	604,810	460,068	144,742	76%
Capital Outlay	1,414,000	1,414,000	202,835	1,211,165	14%
TOTAL PUBLIC WORKS	**2,553,215**	**2,553,215**	**1,022,556**	**1,530,659**	40%
GENERAL GOVERNMENT					
Insurance	440,000	440,000	297,165	$142,835	68%
Town Debt Service	0	0	0	0	0%
Contingency	650,000	650,000	115,362	534,638	18%
TOTAL GENERAL GOVERNMENT	**1,090,000**	**1,090,000**	**412,527**	**677,473**	38%
TOTAL EXPENDITURES	**$10,785,377**	**$10,785,377**	**$6,789,201**	**$3,996,176**	**63%**
Net Income YTD	**$0**	**$0**	**$1,961,746**		

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 5, 2025

Prepared By: Davila, F. CFM.

Item Title: Special Event Request – 23rd Annual Juno Beach Craft Festival

DISCUSSION:

Staff received a request for a special event from Ms. Ellen Stewart, Craft Show Committee Member, for the annual Juno Beach Craft Festival. **This is a recurring event in Town at the same location along Ocean Drive, and is why staff put it on the Consent Agenda.**

The event is an arts and crafts market, with various vendors and food/beverages. The location of the event takes place north of Donald Ross Road, within the Ocean Drive right-of-way, and ends at Marcinski Road. The dates of the event are proposed for November 8th and 9th. Therefore, the proposed road closure of Ocean Drive will take place from 12:00pm on Friday, November 7th through the breakdown on Sunday, November 9th ending at 8pm.

The applicant will be charged the standard Permit Fee of $500/day and a $1,000 Security Deposit 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. Based on the event type the applicant will be responsible for providing all outstanding items 45 days prior to the start of the event or be subject to late fees and/or cancelation of event.

Staff will apply all the standard conditions of approval for such an event with addition of the following conditions based on the after-action report recommendations by the Police Department following the 2024 Craft Festival event:

- No vendor parking or vendor setup in front of Ocean Royale;
- Provide bicycle racks at entrances;
- Fire Rescue /EMS to be present during the entire time of the event;
- Archer type Barriers to be included in the MOT;
- Water stations w/ shade at multiple locations through the event area; and
- Parking attendants / volunteers to be present at parking areas to direct traffic.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the Off-Site 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.

ATTACHMENT(S):

- 2025 Craft Festival Juno Beach Application

23rd Craft Festival

TOWN OF JUNO BEACH
PLANNING AND ZONING DEPARTMENT
340 OCEAN DRIVE
JUNO BEACH, FL 33048
PHONE 561.626.1122 • FAX 561.775.0812

For Official Use Only
Date Stamp

TOWN OF JUNO BEACH
RECEIVED
2025 FEB -3 P 3:18

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:

Event Type	Deadlines Application/ Obligations	Application Fee	Permit Fee*	Security Deposit	Deadline Late Fee
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:

cgs ____ Application Fee is due at time of Application submittal and is not refundable. Deadline Late Fee (if applicable) is an additional charge and is not refundable.

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

cgs ____ 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.

cgs ____ 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.

cgs ____ Town Staff will determine if application will require additional conditions to be added or existing conditions modified, dependent upon each individual event.

cgs ____ 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.

cgs ____ 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.

CJS If it is determined that your event will require Police staff to be present, you must contact Extra Duty solutions in order to schedule the required Officers prior to your application being approved. Please note that the Extra Duty Solutions obligations shall be submitted 30 days prior to the event. Additional information on Extra Duty Solutions is provided in "Section III".

CJS If any road closures are proposed, attach maintenance of traffic (MOT) plan. The individual preparing the MOT must be certified by the Florida Department of Transportation (FDOT) or equivalent to prepare a MOT. The MOT plan is required 45 days prior to the event. Police Officers may be required to direct traffic, and if so, a fee will be assessed.

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:*** The Rotary Club of Jupiter-Tequesta

Name of Applicant/Sponsor: Ellen Stewart Phone: 561-629-4514

Relationship to Organization Represented; Craft Show Committee Member

Address of Applicant/Sponsor: 118 Bonaire Lane, Jupiter, FL 33458

Name, Address, Phone of Organization Represented:
Rotary Club of Jupiter-Tequesta, PO Box 3118, Tequesta, FL 33469

Principal contact person on Event Day/Phone: Jim Hurlburt 772-530-8955

Alternate contact person on Event Day/Phone: Ellen Stewart 561-629-4514

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

Address/Location: Ocean Drive, A1A, Adjacent to Loggerhead Park

Name of Subdivision: n/a

- ***Regarding the Special Event Specifics:***

Please describe the special event being requested:

23rd Annual Juno Beach Craft Festival on the Ocean, craft show with sales of merchandise, food and beverages

Indicate roadway(s) to be closed: Ocean Drive, A1A, Adjacent to Loggerhead Park
Between Donald Ross Road and Marcinski Road

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: Yes
Rotarians will serve

Indicate types of equipment, tents, trailers or other temporary structures that will be part of the event: 10 x 10 Tents = Approx 100 tents

Number of employees/volunteers working the event: approx 12 at a time - Rotarians and Friends

Number of anticipated attendees for the event: 4900

Length of time proposed for the event to take place, including set-up and tear down, **(dates/times):** Friday November 7, 2025 Noon to 7pm Set Up
Saturday November 8, 2025 10am to 5pm SHOW OPEN
Sunday, November 9, 2025 10am to 5pm SHOW OPEN
Sunday, November 9, 2025 5pm to 8pm TEAR DOWN/clean up

- ***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):*
  Police will be needed for the event.

TOWN OF JUNO BEACH
RECEIVED
2025 FEB -3 P 3:19

- ***Please initial each line to confirm attachments:***

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

Indicate items not submitted and reasons for non-submittal: Road Closure and Fire Rescue will be made after Juno Beach Intake

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.

Ellen Stewart — Applicant/Sponsor Signature

January 31, 2025 — Date

Ellen Stewart — Print Name

Office Use Only:

Received By

Date (Please Date Stamp)

Section III Police Department-Special Event Requirements

The following are additional obligations your organization may have to meet.

To schedule the required Police Officers for your event please visit Extra Duty Solutions at https://portal.extradutysolutions.com to submit your request, if this is your first time using the Extra Duty Solutions customer portal please register as a new customer. You can also reach our Extra Duty Solutions account team at 561-437-4499 or JunoBeachFL@extradutysolutions.com. 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 - $68.94*** ***Supervisor (if required) - $80.43***

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

****An additional 10% scheduling fee will apply to all police department pay rates***

- ***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.***

Office Use Only:

_____ Officers @ $68.94/hour: total of _____ hours = $_____

_____ Supervisors @ $80.43/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

Regular Staff	***$35.00***
Supervisor (if required)	***$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 SHALLOCK@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	8/5/25 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

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/01/2025

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

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

PRODUCER	CONTACT NAME: Sara Humphries / Macy Gorrell
Hylant Group Inc. 811 Madison Ave. Toledo, OH 43604	PHONE (A/C, No, Ext): (419) 259-2710 FAX (A/C, No): (419) 255-7557 E-MAIL ADDRESS: Rotary@hylant.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Westchester Surplus Lines Ins	10172
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
All Active U.S. Rotary Clubs & Districts
Jupiter-Tequesta Rotary Club
ATTN: Risk Management Dept.
1560 Sherman Avenue
Evanston, IL 60201

COVERAGES **CERTIFICATE NUMBER:** **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR X Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY [ ] PRO-JECT [ ] LOC OTHER:	X		G73578917 004	7/1/2025	7/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 500,000 $ 0 $ 2,000,000 $ 4,000,000 $ 4,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY [ ] SCHEDULED AUTOS X HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY	X		G73578917 004	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
	UMBRELLA LIAB [ ] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N [ ] If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

Town of Juno Beach
340 Ocean Drive
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
Judy K. Wilson

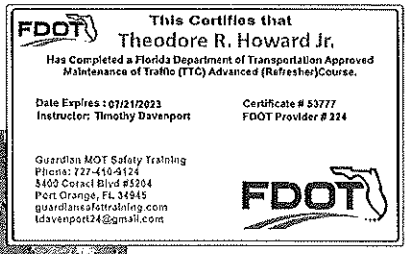
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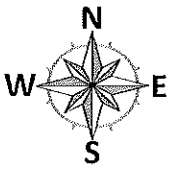
DRAWING NOT TO SCALE



23rd Annual Juno Beach Craft Festival on the Ocean
November 8th & 9th, 2025







Legend
Channelized Devices
POLICE

PAGE 1

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CONTINUE

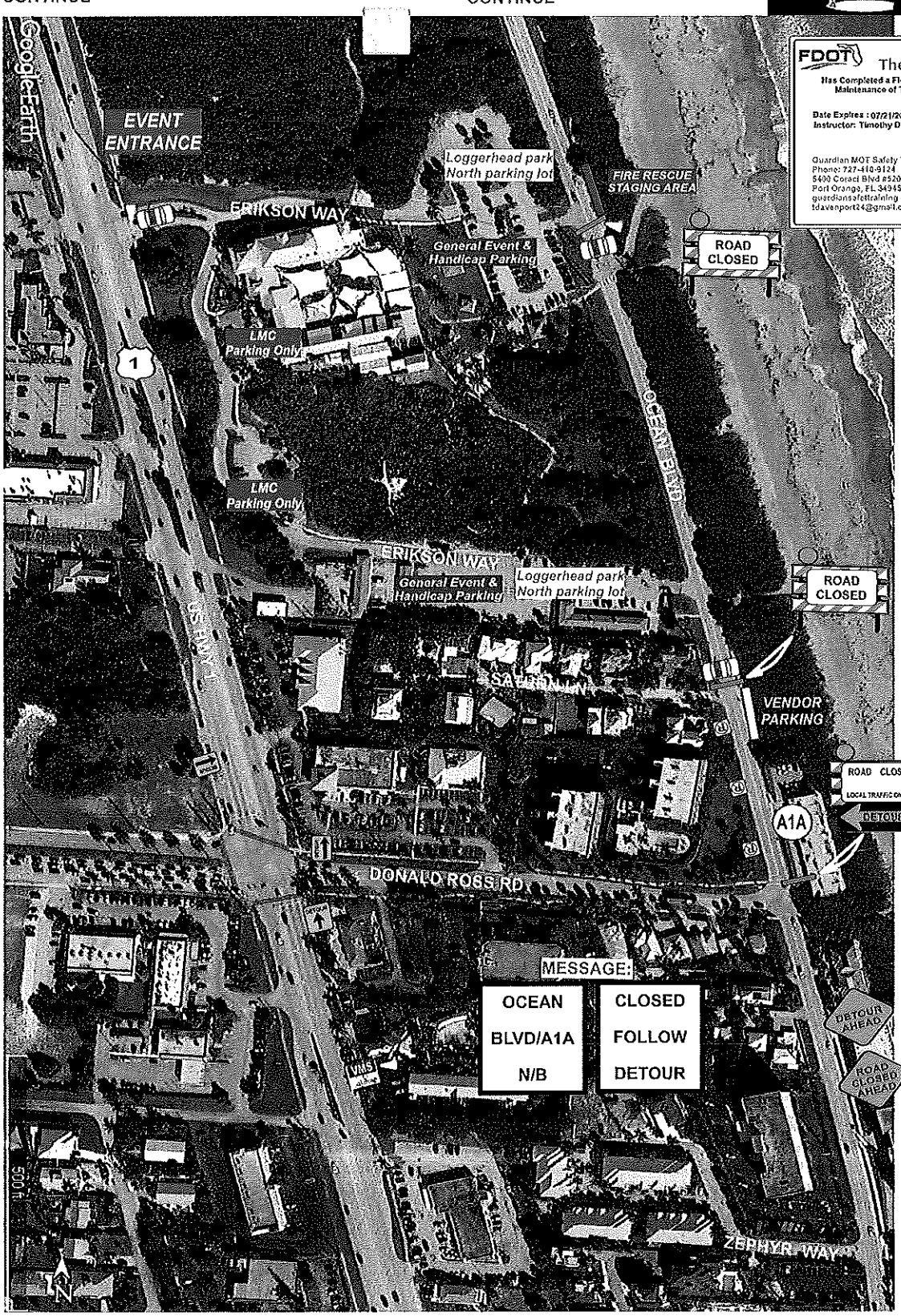
Howard Alan Events / Town of Juno Beach / Megan McMahan Operations Manager for ArtFestival.com Cell Phone: (609) 330-6504

FOR OVERVIEW PURPOSE ONLY

23rd Annual Juno Beach Craft Festival on the Ocean
November 8th & 9th, 2025

Artfestival.com
Howard Alan Events & American Craft Endeavors

CONTINUE CONTINUE



This Certifies that
Theodore R. Howard Jr.
Has Completed a Florida Department of Transportation Approved Maintenance of Traffic (TTC) Advanced (Refresher) Course.

Date Expires : 07/21/2023 Certificate # 53777
Instructor: Timothy Davenport FDOT Provider # 224

Guardian MOT Safety Training
Phone: 727-410-9124
5400 Coraci Blvd #5204
Port Orange, FL 34945
guardiansafetytraining.com
tdavenport24@gmail.com

FDOT

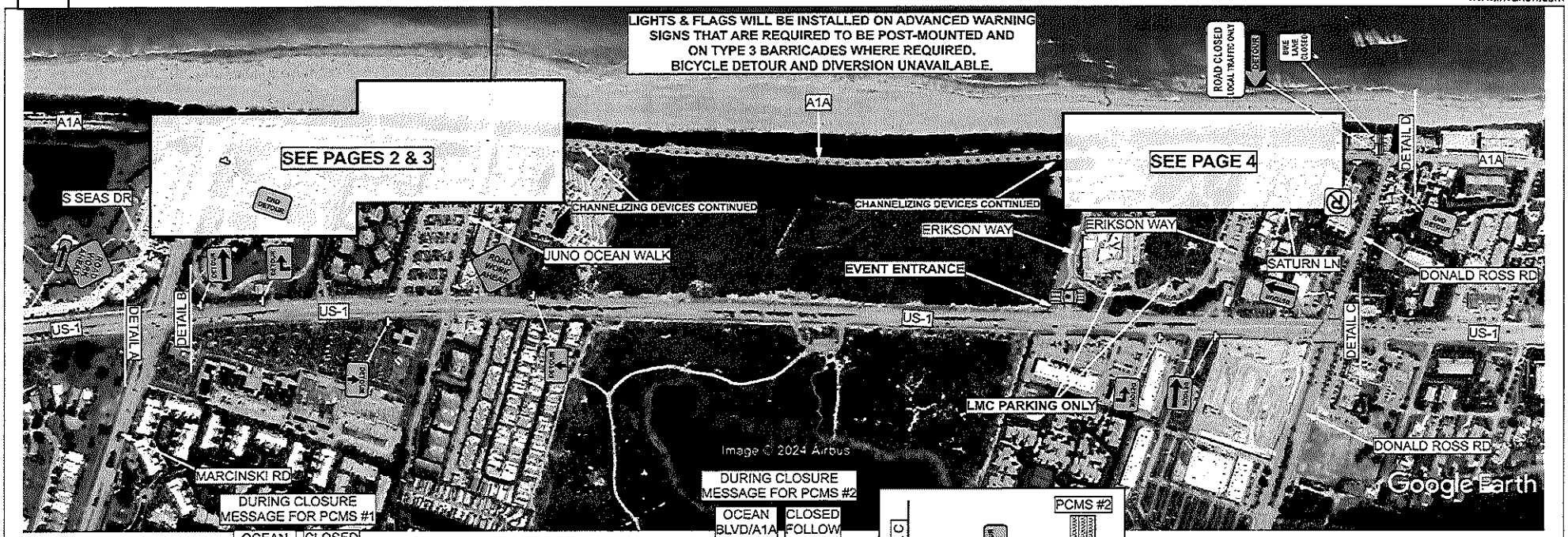
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Legend
Channelized Devices
POLICE

PAGE 2

Howard Alan Events / Town of Juno Beach / Megan McMahan Operations Manager for ArtFestival.com Cell Phone: (609) 330-6504

www.invarion.com

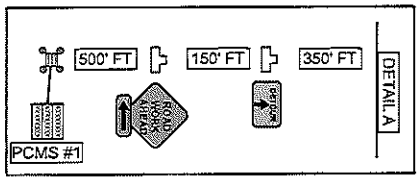


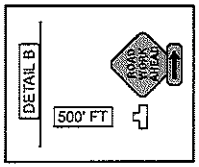
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OCEAN BLVD/A1A S-BND | CLOSED FOLLOW DETOUR

DURING CLOSURE MESSAGE FOR PCMS #2

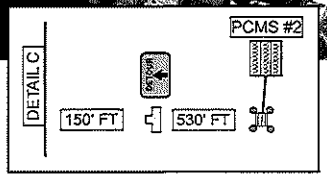
OCEAN BLVD/A1A N-BND | CLOSED FOLLOW DETOUR





LEGEND

- CHANNELIZING DEVICE
- SIGN LEGEND
- TRAFFIC CONTROL OFFICER
- TYPE 3 BARRICADE
- PCMS



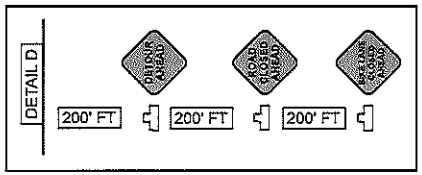


TABLE 1
CHANNELIZING DEVICE SPACING

Work Zone Speed (mph)	Max. Spacing (feet)			
	Cones or Temporary Traffic Barriers		Type I Barricades, Type II Barricades, Vertical Panels, or Drums	
	Tapered	Tangent	Tapered	Tangent
25	45	90	30	60
30	60	120	30	60
35	70	160	30	60
40	80	240	30	60
45	90	320	30	60
50	100	400	30	60
55	110	500	30	60
60	120	600	30	60
65	130	700	30	60
70	140	800	30	60
75	150	900	30	60
80	160	1000	30	60

TABLE 2
TAPER LENGTH "L"

Work Zone Speed (mph)	Min. Length (feet)
25	125
30	180
35	245
40	320
45	540
50	600
55	660
60	720
65	780
70	840
75	900
80	960

TABLE 3
WORK ZONE SIGN SPACING "X"

Road Type	Min. Spacing (feet)
Arterials and Collectors with Work Zone Speed of 40 mph or less	350
Arterials and Collectors with Work Zone Speed of 45 mph or more	500
Limited Access Roadways *	1,000

* For turnpike and toll roadways with work zone speed of 55 mph, the minimum spacing may be reduced to accordance with the MUTCD and as approved by the Engineer.

TABLE 4
BUFFER LENGTH "B"

Work Zone Speed (mph)	Min. Length (feet)
25	155
30	200
35	250
40	305
45	360
50	425
55	495
60	570
65	645
70	730

Note: When Buffer Length "B" cannot be attained due to geometric constraints, use the greatest length possible, but not less than 155 feet.

Bob's BARRICADES INC.

FDOT

ISAAC CROSS

Certificate: 622164

Issued: 04/02/2024

Expires: 03/25/2028

Instructor(s): N/A

Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course.

Training Provider: American Traffic Safety Services Association (ATSSA), 15 Riverside Parkway Ste 100, Fredericksburg, VA 22406, Ph: 540.368.1701

Verify this Certificate at www.atssa.com.

MOT SHALL COMPLY WITH THE FDOT DESIGN STANDARDS INDEX 102-600 SERIES & THE MUTCD
FIELD CONDITIONS MAY VARY
PLAN NOT TO SCALE

1. All signs shall be post mounted when work operations exceed one day except for:
   a. Road closure signs mounted in accordance with the vendor drawing for the Type III Barricade shown on the APL.
   b. Pedestrian and bicycle advanced warning or pedestrian regulatory signs mounted on sign supports in accordance with the vendor drawing shown on the APL.
   c. Median barrier mounted signs per Index 700-013.
   d. Bridge mounted signs per Index 700-012.

MARCINSKI RD DESIGN SPEED: SPEED LIMIT 35

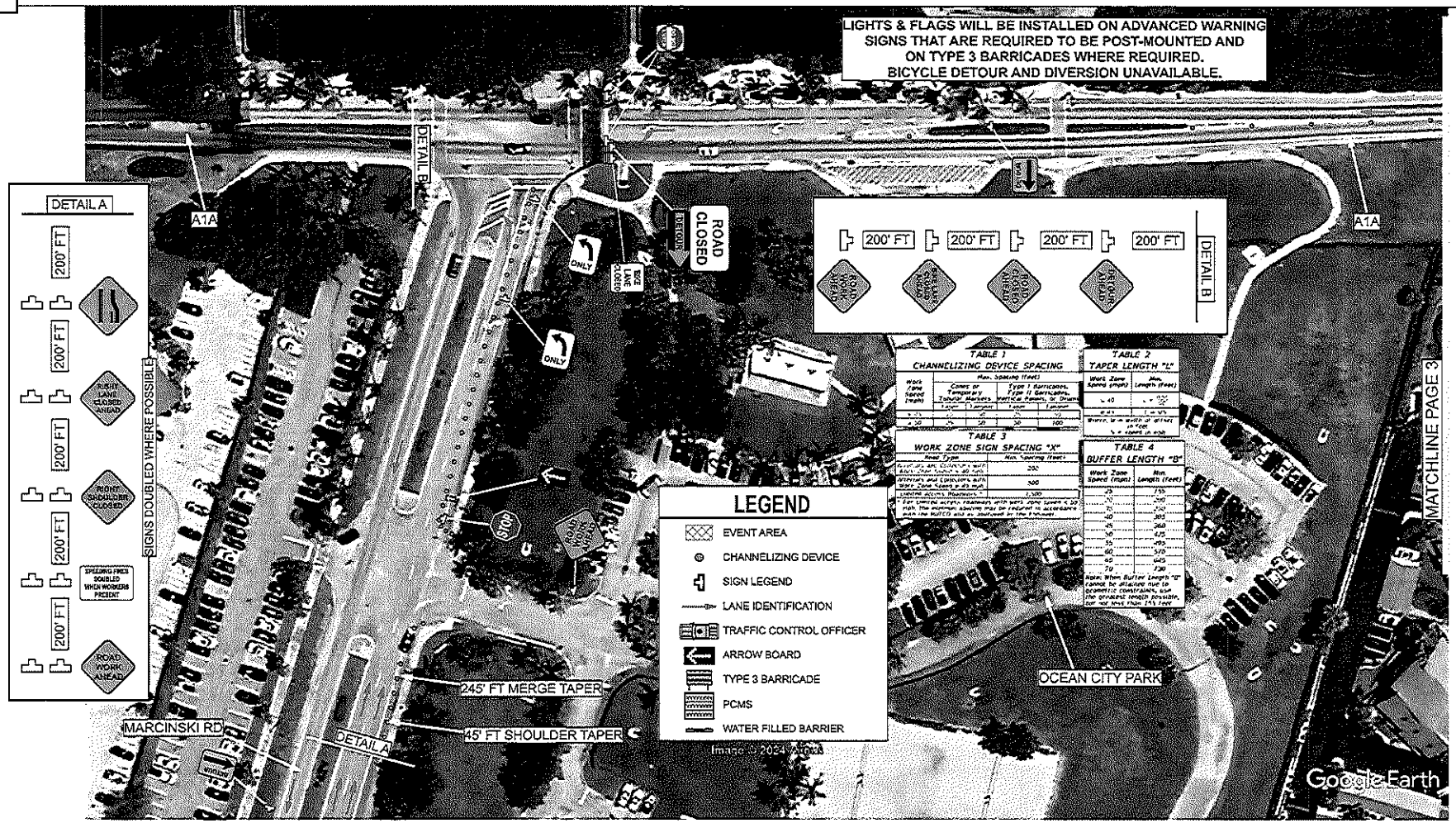
A1A DESIGN SPEED: SPEED LIMIT 30

N

Juno Beach Craft Festival on the Ocean

Howard Alan Events & American Craft Endeavors

www.invarion.com



Bobs BARRICADES INC.

FDOT

ISAAC CROSS

Certificate: 622164

Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course.

Issued: 04/02/2024

Expires: 03/25/2028

Instructor: B

Training Provider: American Traffic Safety Services Association (ATSSA), 15 Riverside Parkway Ste.100, Fredericksburg, VA 22406, Ph: 540.368.1701

Verify this Certificate at www.fdotsdm.com.

MOT SHALL COMPLY WITH THE FDOT DESIGN STANDARDS INDEX 102-600 SERIES & THE MUTCD
FIELD CONDITIONS MAY VARY
PLAN NOT TO SCALE

1. All signs shall be post mounted when work operations exceed one day except for:
   a. Road closure signs mounted in accordance with the vendor drawing for the Type III Barricade shown on the APL.
   b. Pedestrian and bicycle advanced warning or pedestrian regulatory signs mounted on sign supports in accordance with the vendor drawing shown on the APL.
   c. Median barrier mounted signs per Index 700-013.
   d. Bridge mounted signs per Index 700-012.

MARCINSKI RD DESIGN SPEED: SPEED LIMIT 35

A1A DESIGN SPEED: SPEED LIMIT 30



Bob's BARRICADES INC.

FDOT

ISAAC CROSS

Certificate: 622164

Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course.

Training Provider: American Traffic Safety Services Association (ATSSA) 15 Riverside Parkway Ste.100 Fredericksburg, VA 22406

Issued: 04/02/2024 Expires: 03/25/2028 Instructor: B

Verify this Certificate at www.fdot.com.

MOT SHALL COMPLY WITH THE FDOT DESIGN STANDARDS INDEX 102-600 SERIES & THE MUTCD

FIELD CONDITIONS MAY VARY

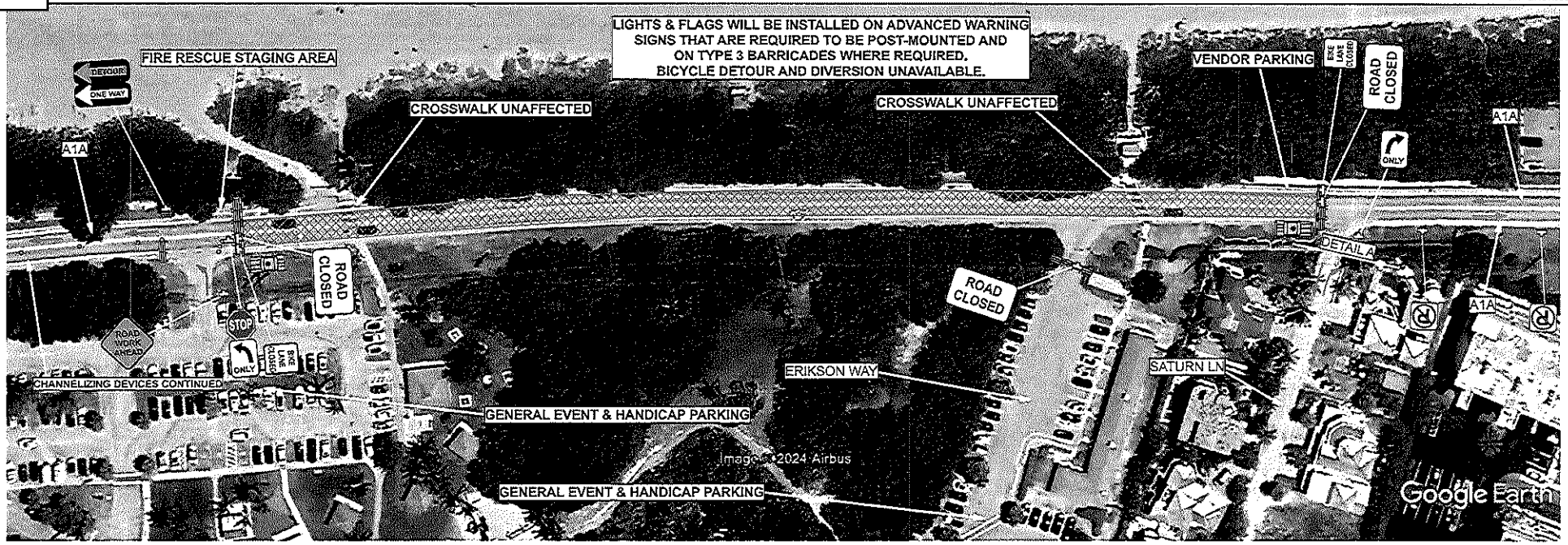
PLAN NOT TO SCALE

1. All signs shall be post mounted when work operations exceed one day except for:
   a. Road closure signs mounted in accordance with the vendor drawing for the Type III Barricade shown on the APL.
   b. Pedestrian and bicycle advanced warning or pedestrian regulatory signs mounted on sign supports in accordance with the vendor drawing shown on the APL.
   c. Median barrier mounted signs per Index 700-013.
   d. Bridge mounted signs per Index 700-012.

A1A DESIGN SPEED

SPEED LIMIT 30

www.invarion.com



LEGEND

- EVENT AREA
- CHANNELIZING DEVICE
- SIGN LEGEND
- LANE IDENTIFICATION
- TRAFFIC CONTROL OFFICER
- ARROW BOARD
- TYPE 3 BARRICADE
- PCMS
- WATER FILLED BARRIER

TABLE 1
CHANNELIZING DEVICE SPACING

Work Zone Speed (mph)	Max. Spacing (feet)			
	Cones or Temporary Tubular Markers		Type I Barricades, Type II Barricades, Vertical Panels, or Drums	
	Taper	Tangent	Taper	Tangent
≤ 40	20	40	20	40
≥ 50	25	50	50	100

TABLE 2
TAPER LENGTH "L"

Work Zone Speed (mph)	Min. Length (Feet)
≤ 40	$L = \frac{WS^2}{60}$
≥ 45	$L = WS$

Where: W = width of offset in feet
S = speed in mph

TABLE 3
WORK ZONE SIGN SPACING "X"

Road Type	Min. Spacing (feet)
Where the posted speed limit is 45 mph or less	350
Where the posted speed limit is 50 mph or more	
Arterials and Collectors with Work Zone Speed ≥ 45 mph	500
Limited Access Roadways *	1,500

* For Limited Access roadways with work zone speeds ≥ 50 mph, the minimum spacing may be adjusted in accordance with the MUTCD and as approved on the Proposal.

TABLE 4
BUFFER LENGTH "B"

Work Zone Speed (mph)	Min. Length (Feet)
25	150
30	200
35	250
40	305
45	360
50	425
55	495
60	570
65	645
70	730

Note: When Buffer Length "B" cannot be attained due to geometric constraints, use the greatest length possible, but not less than 75% Len.

Bob's BARRICADES INC.

FDOT

ISAAC CROSS

Certificate: 622164

Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course.

Issued: 04/02/2024

Expires: 03/25/2028

Training Provider:

American Traffic Safety Services Association (ATSSA)
15 Riverside Parkway Ste.100
Fredericksburg, VA 22406
Ph: 540.368.1701

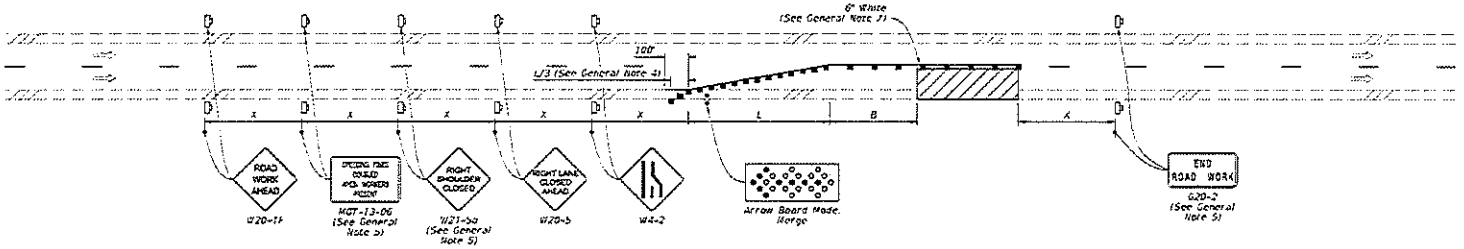
Verify this Certificate at: www.fdotcertification.com.

MOT SHALL COMPLY WITH THE FDOT DESIGN STANDARDS INDEX 102-600 SERIES & THE MUTCD
FIELD CONDITIONS MAY VARY
PLAN NOT TO SCALE

1. All signs shall be post mounted when work operations exceed one day except for:
   a. Road closure signs mounted in accordance with the vendor drawing for the Type III Barricade shown on the APL.
   b. Pedestrian and bicycle advanced warning or pedestrian regulatory signs mounted on sign supports in accordance with the vendor drawing shown on the APL.
   c. Median barrier mounted signs per Index 700-013.
   d. Bridge mounted signs per Index 700-012.

A1A
DESIGN SPEED
SPEED LIMIT
30

N



SINGLE LANE CLOSURE

SYMBOLS:

- Work Area
- Channelizing Device (See Index 102-600)
- Work Zone Sign
- Arrow Board
- Lane Identification and Direction of Traffic

GENERAL NOTE:

1. L = Taper Length
   B = Buffer Length
   X = Work Zone Sign Distance
   See Index 102-600 for "L", "B", "X", and channelizing device spacing values.
2. On undivided highways the median signs as shown are to be omitted.
3. On limited access facilities, omit "Right Shoulder Closed" signs (W21-5a) and associated work zone sign spacing distances.
4. If the paved shoulder is less than 3' in width, omit the taper and channelizing devices from the paved shoulder.
5. The "Speeding Fines Doubled When Workers Present" signs (RM7-13-06) and "End Road Work" signs (G20-2) and "Right Shoulder Closed" (W21-5a), along with associated work zone sign distances, may be omitted when the work operation will be in place for 24 hours or less. For Single Lane Closures, arrow boards and buffer (B) may also be omitted when the work operation will be in place for 60 minutes or less and the speed limit is 45 mph or less.
6. Use inverted plan of the illustrations for work on left side of roadways.
7. Temporary pavement markings may be omitted when the work operation is in place for 3 days or less.

MARCINSKI RD
DESIGN SPEED
SPEED LIMIT 35

TABLE 1
CHANNELIZING DEVICE SPACING

Work Zone Speed (mph)	Max. Spacing (feet)	
	Cones or Temporary Tubular Markers	Type I Barricades, Type II Barricades, Vertical Panels, or Drums
	Taper / Tangent	Taper / Tangent
≤ 30	25 / 50	50 / 100

TABLE 2
TAPER LENGTH "L"

Work Zone Speed (mph)	Min. Length (feet)
≤ 40	$L = \frac{WS^2}{60}$
≥ 45	$L = WS$

Where: W = width of offset in feet
S = Speed in mph

TABLE 3
WORK ZONE SIGN SPACING "X"

Road Type	Min. Spacing (Feet)
Urban and Suburban with Work Zone Speed ≤ 40 mph	200
Arterials and Collectors with Work Zone Speed ≥ 45 mph	500
Limited Access Roadways *	1,500

* For Limited access roadways with work zone speed ≤ 50 mph, the minimum spacing may be reduced in accordance with the MUTCD and as approved by the Engineer

TABLE 4
BUFFER LENGTH "B"

Work Zone Speed (mph)	Min. Length (Feet)
25	155
30	200
35	245
40	305
45	360
50	425
55	495
60	570
65	645
70	730

Taper from Buffer Length "B" cannot be attained due to geometric constraints, use the greatest length possible, but not less than 155 feet.

LAST REVISION	DESCRIPTION:	FDOT	FY 2024-25 STANDARD PLANS	MULTILANE ROADWAY, LANE CLOSURES	INDEX	SHEET
11/01/21					102-613	1 of 5

Bob's BARRICADES INC.

FDOT

ISAAC CROSS

Certificate: 622164

Has Completed a FDOT Approved Temporary Traffic Control: Advanced Course.

Issued: 04/02/2024

Expires: 03/25/2028

Training Provider:

American Traffic Safety Services Association (ATSSA)
15 Riverside Parkway Ste 100
Fredericksburg, VA 22406

Verify this Certificate at www.bobsbarricades.com.

Juno Beach Craft Festival on the Ocean

Howard Alan Events & American Craft Endeavors

Notes for Figure 6H-19—Typical Application 19
Detour for One Travel Direction

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. The STREET CLOSED legend may be used in place of ROAD CLOSED.
4. Additional DO NOT ENTER signs may be used at intersections with intervening streets.
5. Warning lights may be used on Type 3 Barricades.
6. Detour signs may be located on the far side of intersections.
7. 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:

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

Juno Beach Craft Festival on the Ocean

Howard Alan Events & American Craft Endeavors

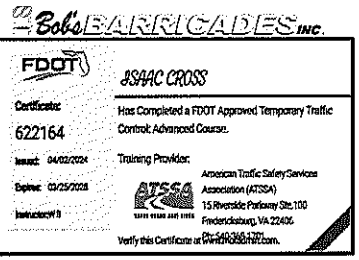
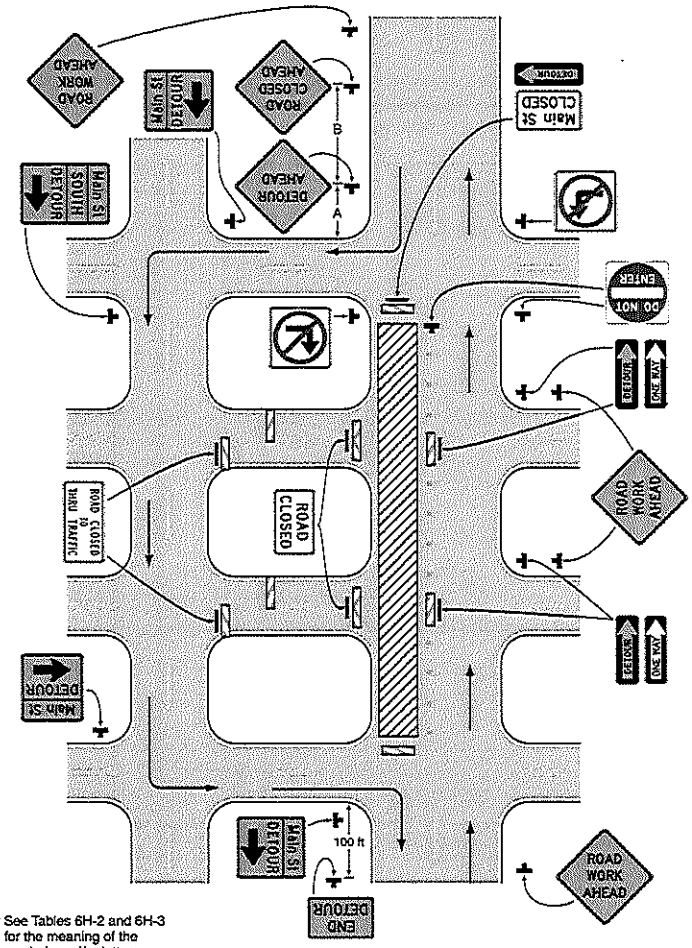


Figure 6H-19. Detour for One Travel Direction (TA-19)



Note: See Tables 6H-2 and 6H-3 for the meaning of the symbols and/or letter codes used in this figure.

Typical Application 19

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.

Juno Beach Craft Festival on the Ocean

Howard Alan Events & American Craft Endeavors

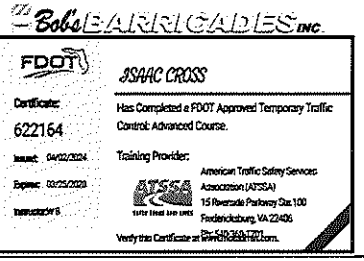
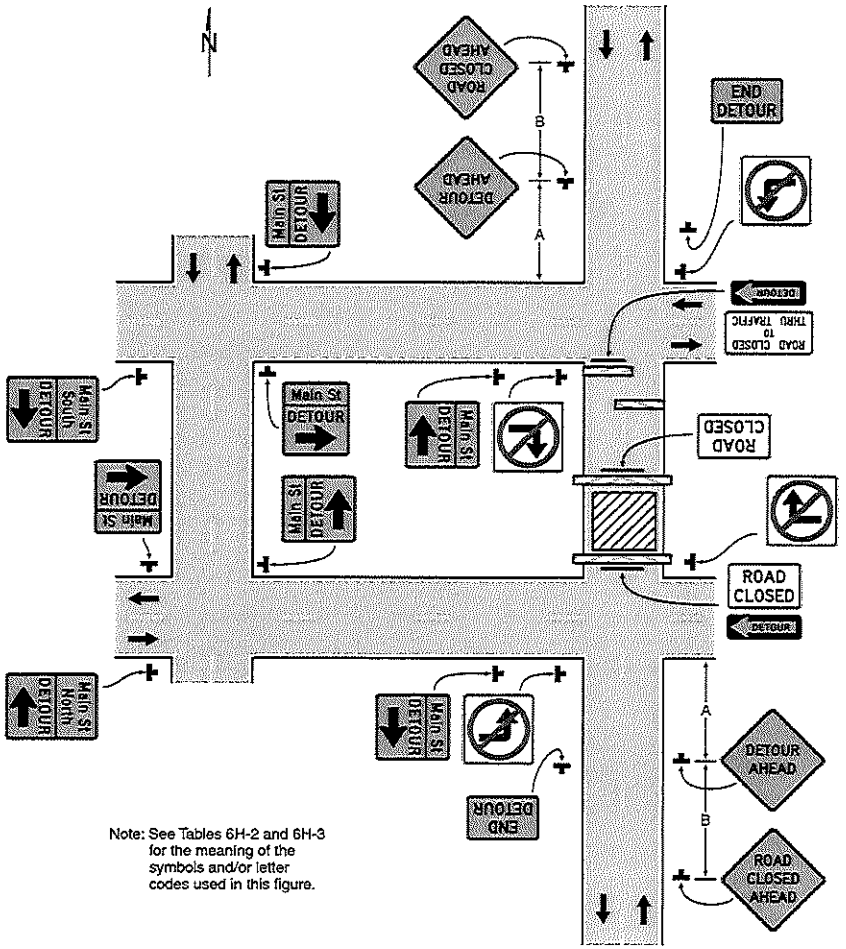


Figure 6H-20. Detour for a Closed Street (TA-20)



Note: See Tables 6H-2 and 6H-3 for the meaning of the symbols and/or letter codes used in this figure.

Typical Application 20

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: Andrea Dobbins, Project Coordinator/Risk Manager

Item Title: Information Technology (IT) Consulting Services- RFP

DISCUSSION:

The Town outsources our IT needs and has done so for many years. This is a common practice for many small to mid-size municipalities. The current contract with our IT Consultant will expire October 1, 2025. Staff advertised the Request for Proposal (RFP) for IT Consulting Services. There were four (4) consulting firms that participated in this process and submitted proposals for consideration. The evaluation committee held a public meeting on August 13, 2025, to rank the submittals per the criteria set forth in the proposal package. The consultants are ranked below from 1-4 with #1 being the highest ranking given by the evaluation committee.

#1 Node0 IT Professionals (267 points)

#2 Flagler Technologies (247 points)

#3 Rolle IT Cybersecurity (211 points)

#4 Golden Five (132 points)

RECOMMENDATIONS:

Staff recommends that the Town Council make a motion to award the proposal to Node0 IT Professionals and enter into an agreement for $4,150/month with an hourly rate of $115/hour for additional non-scheduled technical support with the contract terms from October 1, 2025 through September 30, 2027 with the option to renew for up to two (2) two (2)-year renewal terms for a maximum of six (6) years and authorize the Town Manager to execute the contract and future renewal options as appropriate.

ATTACHMENTS:

Evaluation committee ranking forms

Contract for Services with Node0 IT Professionals

EVALUATION COMMITTEE MEETING - REQUEST FOR PROPOSALS MINUTES

August 13, 2025 at 11:00 AM

Council Chambers – 340 Ocean Drive

PRESENT: ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
MARK SALOIO, ASSISTANT CHIEF OF POLICE

ALSO PRESENT: CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK
BRIAN SMITH, CHIEF OF POLICE

AUDIENCE: 1 *(See attached Sign-In Sheet)*

CALL TO ORDER

Project Coordinator/Risk Manager Dobbins called the meeting to order at 11:00am. She announced that the public is allowed to attend the meeting, but participation is limited to the Evaluation Committee members only. She also stated that the purpose of the Committee meeting is to review, rank and vet out the companies which submitted proposals to the Town's Request for Proposal (RFP) for Information Technology Consulting Services for the Town of Juno Beach.

REVIEW OF PROPOSALS - INFORMATION TECHNOLOGY CONSULTING SERVICES

Project Coordinator/Risk Manager Dobbins stated that they received a total of four (4) responses to the RFP and explained the process for ranking the firm and giving a recommendation to Council.

The Committee reviewed and discussed the following proposals:

(See attached evaluation sheets.)

FLAGLER TECHNOLOGIES

Director of Planning & Zoning Davila stated that he gave this company a total of 90 out of 100.

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

Assistant Chief of Police Saloio stated that he gave this company a total of 77 out of 100.

GOLDEN FIVE

Director of Planning & Zoning Davila stated that he gave this company a total of 66 out of 100.

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 37 out of 100.

Assistant Chief of Police Saloio stated that he gave this company a total of 29 out of 100.

NODE0IT

Director of Planning & Zoning Davila stated that he gave this company a total of 100 out of 100.

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 72 out of 100.

Assistant Chief of Police Saloio stated that he gave this company a total of 95 out of 100.

ROLLE IT CYBERSECURITY

Director of Planning & Zoning Davila stated that he gave this company a total of 78 out of 100.

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

Assistant Chief of Police Saloio stated that he gave this company a total of 63 out of 100.

FINAL RANKINGS AND RECOMMENDATION TO THE TOWN COUNCIL

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

The Committee gave unanimous consensus to recommend approval of Node0IT to the Town Council.

ADJOURNMENT

The meeting was adjourned at 11:24am.

ATTEST:

Caitlin E. Copeland-Rodriguez, MMC, Town Clerk

Town of Juno Beach
Evaluation Committee Meeting
Information Technology Consulting Services
August 13, 2025 at 11AM

SIGN-IN SHEET

NAME	REPRESENTING	PHONE # & EMAIL
Mark Rutledge	NodeOIT	mark@nodeoit.com 561-246-8082

Town of Juno Beach
EVALUATION COMMITTEE SUMMARY TABULATION
August 13, 2025

Request for Proposal: Information Technology Consulting Services

FLAGLER TECHNOLOGIES

		Scoring Criteria Tabulation				
Evaluation Committee Member	#1	#2	#3	#4	#5	Total
Frank Davila *Director of Planning & Zoning*	30/30	30/30	20/30	5/5	5/5	90/100
Andrea Dobbins *Project Coordinator/Risk Manager*	20/30	30/30	20/30	5/5	5/5	80/100
Mark Saloio *Assistant Chief of Police*	25/30	25/30	20/30	4/5	3/5	77/100
					TOTAL	247/300

GOLDEN FIVE

		Scoring Criteria Tabulation				
Evaluation Committee Member	#1	#2	#3	#4	#5	Total
Frank Davila *Director of Planning & Zoning*	20/30	30/30	10/30	5/5	1/5	66/100
Andrea Dobbins *Project Coordinator/Risk Manager*	0/30	30/30	5/30	1/5	1/5	37/100
Mark Saloio *Assistant Chief of Police*	5/30	10/30	10/30	2/5	2/5	29/100
					TOTAL	132/300

NODE0IT

		Scoring Criteria Tabulation				
Evaluation Committee Member	#1	#2	#3	#4	#5	Total
Frank Davila *Director of Planning & Zoning*	30/30	30/30	30/30	5/5	5/5	100/100
Andrea Dobbins *Project Coordinator/Risk Manager*	30/30	10/30	30/30	1/5	1/5	72/100
Mark Saloio *Assistant Chief of Police*	30/30	30/30	25/30	5/5	5/5	95/100
					TOTAL	267/300

ROLLE IT CYBERSECURITY

Evaluation Committee Member	Scoring Criteria Tabulation #1	#2	#3	#4	#5	Total
Frank Davila *Director of Planning & Zoning*	30/30	30/30	10/30	5/5	3/5	78/100
Andrea Dobbins *Project Coordinator/Risk Manager*	20/30	30/30	10/30	5/5	5/5	70/100
Mark Saloio *Assistant Chief of Police*	20/30	20/30	15/30	4/5	4/5	63/100
					TOTAL	211/300

Completed By ***Town Clerk Copeland-Rodriguez:*** _____ Date: 8/13/2025

	Max. Points	Category
#1	30	***Qualifications & Experience of Firm*** • Qualifications and experience working with Law Enforcement & Government agencies • Provide at least three (3) references with a minimum of one (1) government and one (2) law enforcement agency all references shall be within the past three (3) years
#2	30	***Knowledge/Understanding of Town's Network*** • Affirmative responses to the software programs and certifications identified in the "Scope of Work/Specifications" detailed list (pgs 13-14)
#3	30	***Contract Price***
#4	5	***Scheduling*** • Willingness to meet time and budget requirements, where necessary. • Recent, current and projected workload(s) of the consultant. • 24/7 availability of key personnel when and if necessary.
#5	5	***Location considerations and how it impacts on maintaining effective communication between the Town & Consultant:*** • Location of the consultant and proximity of key personnel.

Town of Juno Beach
EVALUATION COMMITTEE TABULATION
August 13, 2025

Request for Proposal: Information Technology Consulting Services

Firm *(in alphabetical order)*	Scoring Criteria Tabulation					
	#1	#2	#3	#4	#5	Total
Flagler Technologies	30 /30	30 /30	20 /30	5 /5	5 /5	90 /100
Golden Five	20 /30	30 /30	10 /30	5 /5	1 /5	66 /100
Node0IT	30 /30	30 /30	30 /30	5 /5	5 /5	100 /100
Rolle IT Cybersecurity	30 /30	30 /30	10 /30	5 /5	3 /5	78 /100

	Max. Points	Category
#1	30	***Qualifications & Experience of Firm*** • Qualifications and experience working with Law Enforcement & Government agencies • Provide at least three (3) references with a minimum of one (1) government and one (2) law enforcement agency all references shall be within the past three (3) years
#2	30	***Knowledge/Understanding of Town's Network*** • Affirmative responses to the software programs and certifications identified in the "Scope of Work/Specifications" detailed list (pgs 13-14)
#3	30	***Contract Price***
#4	5	***Scheduling*** • Willingness to meet time and budget requirements, where necessary. • Recent, current and projected workload(s) of the consultant. • 24/7 availability of key personnel when and if necessary.
#5	5	***Location considerations and how it impacts on maintaining effective communication between the Town & Consultant:*** • Location of the consultant and proximity of key personnel.

Completed By: _____ Date: 8/13/25
Signature

FRANK DAVILA
Print Name

Flagler $61,8K
Golden $ 114K
Node0 $49,8K
Rolle $108K

Town of Juno Beach
EVALUATION COMMITTEE TABULATION
August 13, 2025

Request for Proposal: Information Technology Consulting Services

		Scoring Criteria Tabulation					
	Firm *(in alphabetical order)*	#1	#2	#3	#4	#5	Total
(1)	**Flagler Technologies**	20/30	30/30	20/30	5/5	5/5	80/100 247
(4)	**Golden Five**	0/30	30/30	5/30	1/5	1/5	37/100 132
(2)	**Node0IT**	30/30	10/30	30/30	1/5	1/5	72/100 267
(3)	**Rolle IT Cybersecurity**	20/30	30/30	10/30	5/5	5/5	70/100 211

	Max. Points	Category
#1	30	***Qualifications & Experience of Firm*** • Qualifications and experience working with Law Enforcement & Government agencies • Provide at least three (3) references with a minimum of one (1) government and one (1) law enforcement agency all references shall be within the past three (3) years
#2	30	***Knowledge/Understanding of Town's Network*** • Affirmative responses to the software programs and certifications identified in the "Scope of Work/Specifications" detailed list (pgs 13-14)
#3	30	***Contract Price***
#4	5	***Scheduling*** • Willingness to meet time and budget requirements, where necessary. • Recent, current and projected workload(s) of the consultant. • 24/7 availability of key personnel when and if necessary.
#5	5	***Location considerations and how it impacts on maintaining effective communication between the Town & Consultant:*** • Location of the consultant and proximity of key personnel.

Completed By: _____ Date: 8-13-2025
Signature

Andrea Dobbins
Print Name

① Golden Five

- No municiple or L.E. agencies listed as Reference; List City of Lima & County of Santa Clara as clients but no References
- 2 hr. drive for technician to be on-site
- Company is based out of Calif.

$114,600 cost for services includes $9,000 one time fees to start;

$105,600 per yr ; $8,800 per month
But shows $9550 as monthly price(?)
Applied for a Florida Business Tax Application but no BTR for PBC, or UB.

② Flagler

David ~~Asg~~ Ft Pierce P.D. ~ 2025; Technical competence is high but they did specific projects completed; since beg. ~~of~~ not day to day tasks

City of Riviera Beach
Town of Pembroke
Jupiter

→ Do not have FCIC/NCIC certifications, but this is optional + not mandatory

$61,800 annual / $5,150 mth.
CJIS Level 4 cert. ✓

→ over

Flagler ~ Town of Pembroke Park
Mark 954-701-4345

Handle help desk for the Town the last couple of years. (3-4 yrs)

They don't do the Police side exclusively but they assist Mark w/ police work
Mark had great things to say. + will continue to have them work for the Town / PD

Town of Jupiter ~ Karl Craig, Dir. IT SVC

Riviera Beach ~ Keith - CIO

(3) NodeØ

Extensive References + the most listed experience working for L.E. agencies + municipalities.

$4150 mth / $49,800 yr.

Highland Beach P.D. – 12-14 yrs working for them; invaluable level of svc. * Successful LEO audits over the yrs. Runs commission meetings etc. His LEO clearances are outstanding

NodeØ offers FULL support to PD's + cities.

- They don't affirmatively list the programs identified in RFP as Requested + they don't address location of key personnel.

(4) Rolle IT

4 yrs in bus. meets min. of 5 yrs

Located in Melbourne

$9,000 mth / $108,000 yr.

Melbourne Airport Police Dept. ~~Chief Graham 321-288-0085~~

CJIS credentials ; does not have FCIC/NCIC

↳ but they don't have CJIS Level 4 ; said they will obtain as needed.

Chief
Renee Purden 321-288-0147 msg
ms.

No other municiple exp. listed

Town of Juno Beach
EVALUATION COMMITTEE TABULATION
August 13, 2025

Request for Proposal: Information Technology Consulting Services

Firm *(in alphabetical order)*	Scoring Criteria Tabulation						
	#1	#2	#3	#4	#5	Total	
Flagler Technologies	25 /30	25 /30	20 /30	4 /5	3 /5	77 /100	2
Golden Five	5 /30	10 /30	10 /30	2 /5	2 /5	29 /100	4
Node0IT	30 /30	30 /30	25 /30	5 /5	5 /5	95 /100	1
Rolle IT Cybersecurity	20 /30	20 /30	15 /30	4 /5	4 /5	63 /100	3

	Max. Points	Category
#1	30	***Qualifications & Experience of Firm*** • Qualifications and experience working with Law Enforcement & Government agencies • Provide at least three (3) references with a minimum of one (1) government and one (2) law enforcement agency all references shall be within the past three (3) years
#2	30	***Knowledge/Understanding of Town's Network*** • Affirmative responses to the software programs and certifications identified in the "Scope of Work/Specifications" detailed list (pgs 13-14)
#3	30	***Contract Price***
#4	5	***Scheduling*** • Willingness to meet time and budget requirements, where necessary. • Recent, current and projected workload(s) of the consultant. • 24/7 availability of key personnel when and if necessary.
#5	5	***Location considerations and how it impacts on maintaining effective communication between the Town & Consultant:*** • Location of the consultant and proximity of key personnel.

Completed By: _____ Date: 8/13/25
Signature

Asst Chief Mark C. Sabis
Print Name

CONTRACT FOR SERVICES

This Contract is made as of the _____ day of _____, 2025, by and between the Town of Juno Beach, a Florida municipal corporation, hereinafter referred to as the TOWN, and Node0 IT LLC, a Florida limited liability company, hereinafter referred to as the CONTRACTOR, whose Federal I.D. or Social Security number is 47-2447370.

In consideration of the mutual promises contained herein, the TOWN and the CONTRACTOR agree as follows:

ARTICLE 1-SERVICES

The CONTRACTOR shall furnish an on-site engineer for a minimum of **four (4) days per month** (eight hours per day/32 hours per month) to manage the Town's computer network at a monthly rate of $4,150. The contractor shall also furnish remote information technology services throughout the month, monitoring the Town's network and responding to issues as they arise which is included in the monthly fee. Additional on-site non-scheduled technical support shall be provided upon request and availability and will be billed at the agreed upon rate of $115 per hour.

The TOWN'S representative/liaison during the performance of this Contract shall be Andrea Dobbins, Project Coordinator/Risk Manager, telephone number (561) 656-0326, adobbins@juno-beach.fl.us .

ARTICLE 2-TERM/COMMENCEMENT DATE

This Contract shall become effective October 1, 2025, and shall remain in effect through September 30, 2027, unless earlier terminated in accordance with Article 4. The Town shall have the option to renew this Contract for up to two (2) additional two-year renewal terms for a maximum of six (6) years pursuant to the same terms and conditions contained herein.

ARTICLE 3-COMPENSATION TO CONTRACTOR

A. Generally - The TOWN agrees to compensate the CONTRACTOR in accordance with the Proposal submitted by the CONTRACTOR. CONTRACTOR'S Proposal is incorporated herein by reference. The total and cumulative amount of this contract shall not exceed the amount of funds budgeted for these services nor shall said fees exceed the amounts as set forth in the Proposal.

B. Payments - Invoices received from the CONTRACTOR pursuant to this Contract will be reviewed and approved by the TOWN'S representative, indicating that services have been rendered in conformity with the Contract and then will be sent to the Finance Department for payment. CONTRACTOR will invoice the TOWN in advance for each payment period. Invoices will normally be paid within thirty (30) days following the TOWN representative's approval.

ARTICLE 4-TERMINATION

This Contract may be cancelled by the CONTRACTOR upon **ninety (90) days** prior written notice to the TOWN'S representative in the event of substantial failure by the TOWN to perform in accordance with the terms of this Contract through no fault of the CONTRACTOR. It may also be terminated, in whole or in part, by the TOWN, with or without cause, upon thirty (30) days written notice to the CONTRACTOR. Unless the CONTRACTOR is in breach of this Contract, the CONTRACTOR shall be paid for services rendered to the TOWN'S satisfaction through the date of termination. After receipt of a Termination Notice and except as otherwise directed by the TOWN the CONTRACTOR shall:

A. Stop work on the date and to the extent specified.

B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.

C. Transfer all work in progress, completed work, and other materials related to the terminated work to the TOWN.

D. Continue and complete all parts of the work that have not been terminated.

ARTICLE 5-PERSONNEL

The CONTRACTOR represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the TOWN.

All of the services required hereunder shall be performed by the CONTRACTOR or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

The CONTRACTOR warrants that all services shall be performed by skilled and competent personnel to the highest professional standards in the field.

All of the CONTRACTOR'S personnel (and all Subcontractors), while on Town premises, will comply with all Town requirements governing conduct, safety, and security.

ARTICLE 6-INSURANCE

A. Prior to execution of this Contract by the TOWN the CONTRACTOR shall provide certificates evidencing insurance coverage as required hereunder. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Certificates shall clearly indicate that the CONTRACTOR has obtained insurance of the type, amount, and classification as required for strict compliance with this Article and that no material change or cancellation of the insurance shall be effective

without thirty (30) days prior written notice to the TOWN'S representative. Compliance with the foregoing requirements shall not relieve the CONTRACTOR of its liability and obligations under this Contract.

B. The CONTRACTOR shall maintain, during the life of this Contract, Commercial General Liability, including Professional Liability Errors and Omissions insurance in the amount of $1,000,000.00 in aggregate to protect the CONTRACTOR from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the CONTRACTOR or by anyone directly employed by or contracting with the CONTRACTOR.

C. The CONTRACTOR shall maintain, during the life of this Contract, comprehensive automobile liability insurance in the minimum amount of $500,000 combined single limit for bodily injury and property damages liability to protect the CONTRACTOR from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by the CONTRACTOR.

D. The parties to this Contract shall carry Workers' Compensation Insurance and Employer's Liability Insurance for all employees as required by Florida Statutes. In the event that a party does not carry Workers' Compensation Insurance and chooses not to obtain same, then such party shall. in accordance with Section 440.05, Florida Statutes, apply for and obtain an exemption authorized by the Department of Insurance and shall provide a copy of such exemption to the TOWN.

E. All insurance, other than Worker's Compensation, to be maintained by the CONTRACTOR shall specifically **include the TOWN OF JUNO BEACH as an "Additional Insured."**

ARTICLE 7-INDEMNIFICATION

A. To the fullest extent permitted by applicable laws and regulations, the CONTRACTOR shall indemnify and save harmless and defend the TOWN, its officials, agents, servants, and employees from and against any and all claims, liability, losses, and/or causes of action arising out of or in any way related to the services furnished by the CONTRACTOR pursuant to this Contract, including, but not limited to, those caused by or arising out of any act, omission, negligence or default of the CONTRACTOR and/or its subcontractors, agents, servants or employees.

B. The CONTRACTOR shall not be required to indemnify the TOWN, its officials, agents, servants, and employees when the occurrence results solely from the wrongful acts or omissions of the TOWN, its officials, agents, servants, and employees. The terms of this Section shall survive completion of all services, obligations and duties provided for in this Contract as well as the termination of this Contract for any reason.

C. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against either the TOWN or the CONTRACTOR, nor shall this Contract be construed a waiver of sovereign immunity beyond the waiver provided in §768.28, Florida Statutes.

ARTICLE 8-SUCCESSORS AND ASSIGNS

The TOWN and the CONTRACTOR each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the TOWN nor the CONTRACTOR shall assign, sublet, convey, or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the TOWN which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the TOWN and the CONTRACTOR.

ARTICLE 9- GOVERNING LAW, VENUE AND REMEDIES.

A. This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce this Contract will be held in Palm Beach County.

B. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

C. The TOWN and CONTRACTOR **knowingly, voluntarily, and intentionally waive any right they may have to a trial by jury** with respect to any litigation arising out of or in connection with this Contract.

ARTICLE 10-EXCUSABLE DELAYS

The CONTRACTOR shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the CONTRACTOR or its subcontractors and without their fault or negligence. Such causes include but are not limited to: acts of God; natural or public health emergencies; labor disputes; freight embargoes; and abnormally severe and unusual weather conditions.

Upon the CONTRACTOR'S request, the TOWN shall consider the facts and extent of any failure to perform the work and, if the CONTRACTOR'S failure to perform was without it or its subcontractor's fault or negligence the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the TOWN'S rights to change, terminate, or stop any or all of the work at any time.

ARTICLE 11-INDEPENDENT CONTRACTOR RELATIONSHIP

The CONTRACTOR is, and shall be, in the performance of all work, services and/or activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the TOWN. All persons engaged in any of the work, services and/or activities performed pursuant to this Contract shall at all times, and in all places, be subject to the CONTRACTOR'S sole direction, supervision, and control. The CONTRACTOR shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the CONTRACTOR'S relationship and the relationship of its employees, agents, or servants to the TOWN shall be that of an Independent Contractor and not as employees or agents of the TOWN.

The CONTRACTOR does not have the power or authority to bind the TOWN in any promise, agreement, or representation other than as specifically provided for in this Contract.

ARTICLE 12-NONDISCRIMINATION

The CONTRACTOR warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, or sexual orientation.

ARTICLE 13-ENFORCEMENT COSTS

If any legal action or other proceeding is brought for the enforcement of this Contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses (including taxes) even if not taxable as court awarded costs (including, without limitation, all such fees, costs and expenses incident to appeals), incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled.

ARTICLE 14-AUTHORITY TO CONDUCT BUSINESS

The CONTRACTOR hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the TOWN'S representative upon request.

ARTICLE 15-SEVERABILITY

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 16-PUBLIC ENTITY CRIMES

As provided in Sections 287.133, Florida Statutes, by entering into this Contract or performing any work in furtherance hereof, CONTRACTOR certifies that it, its affiliates, suppliers, subcontractors and any other contractors who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the date hereof. This notice is required by Section 287.133(3)(a), Florida Statutes.

ARTICLE 17-MODIFICATIONS OF WORK

The TOWN reserves the right to make changes in Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the CONTRACTOR of the TOWN'S notification of a contemplated change, the CONTRACTOR shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the TOWN of any estimated change in the completion date, and (3) advise the TOWN if the contemplated change shall effect the CONTRACTOR'S ability to meet the completion dates or schedules of this Contract.

If the TOWN so instructs in writing, the CONTRACTOR shall suspend work on that portion of the Scope of Work affected by the contemplated change, pending the TOWN'S decision to proceed with the change.

If the TOWN elects to make the change, the TOWN shall initiate a Contract Amendment and the CONTRACTOR shall not commence work on any such change until such written amendment is signed by the CONTRACTOR and approved and executed by the Town of Juno Beach.

ARTICLE 18-NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, and if sent to the TOWN shall be mailed to:

Town of Juno Beach
340 Ocean Drive
Juno Beach, Florida 33408
Attention: Andrea Dobbins, Project Coordinator/Risk Manager

and if sent to the CONTRACTOR shall be mailed to:

Node0 IT LLC
12765 West Forest Hill Boulevard
Suite 1310
Wellington, Florida 33414
Attention: Mark Rutledge, Managing Member

ARTICLE 19-ENTIRETY OF CONTRACTUAL AGREEMENT

The TOWN and the CONTRACTOR agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded, or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 17- Modifications of Work.

ARTICLE 20-WARRANTY/GUARANTY

CONTRACTOR warrants that its Services under this Contract will be free of defects in materials and workmanship for a period of one year following completion of those Services or as otherwise provided by manufacturer.

ARTICLE 21-PROTECTION OF WORK AND PROPERTY

The CONTRACTOR shall continuously maintain adequate protection of all work from damage and shall protect the TOWN'S property from injury or loss arising in connection with the Contract. Except for any such damage, injury, or loss, except that which may be directly due to errors caused by the TOWN or employees of the TOWN, the CONTRACTOR shall provide any necessary materials to maintain such protection.

Until acceptance of the work by the TOWN, the TOWN'S property shall be under the charge and care of the CONTRACTOR and the CONTRACTOR shall take every necessary precaution against injury or damage to the work by the action of elements or from any other cause whatsoever, and the CONTRACTOR shall repair, restore and make good, without additional work occasioned by any of the above causes before its completion and acceptance.

ARTICLE 22-WAIVER

Failure of the TOWN to enforce or exercise any right(s) under this Contract shall not be deemed a waiver of TOWN'S right to enforce or exercise said right(s) at any time thereafter.

ARTICLE 23-PREPARATION

This Contract shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

ARTICLE 24-MATERIALITY

All provisions of the Contract shall be deemed material. In the event CONTRACTOR fails to comply with any of the provisions contained in this Contract or exhibits, amendments and addenda attached hereto, said failure shall be deemed a material breach of this Contract and TOWN may at its option and without notice terminate this Contract.

ARTICLE 25-CONTRACT DOCUMENTS AND CONTROLLING PROVISIONS

This Contract incorporates the terms of the Request for Proposals issued by the TOWN and the Proposal Response submitted by CONTRACTOR, and CONTRACTOR agrees to be bound by all the terms and conditions set forth in the aforementioned documents. To the extent that a conflict exists between this Contract and the remaining documents, the terms, conditions, covenants, and/or provisions of this Contract shall prevail. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

ARTICLE 26-DEFAULT

Notwithstanding anything contained in this Contract to the contrary, the parties agree that the occurrence of any of the following shall be deemed a material event of default and shall be grounds for termination:

A. The filing of a lien by any subcontractor or third tier subcontractor including, but not limited to material men, suppliers, or laborers, upon any property, right of way, easement or other interest in land or right to use within the territorial boundaries of the TOWN which lien is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR;

B. The filing of any judgment liens against the assets of CONTRACTOR related to the performance of this Contract which is not satisfied, discharged, or contested in a court of law within thirty (30) days from the date of notice to the CONTRACTOR; or

C. The filing of a petition by or against CONTRACTOR for relief under the Bankruptcy Code, or for its reorganization or for the appointment of a receiver or trustee of CONTRACTOR or CONTRACTOR'S property; or an assignment by CONTRACTOR for the benefit of creditors; or the taking possession of the property of CONTRACTOR by any governmental officer or agency pursuant to statutory authority for the dissolution or liquidation of CONTRACTOR; or if a temporary or permanent receiver or trustee shall be appointed for CONTRACTOR or for CONTRACTOR'S property and such temporary or permanent receiver or Trustee shall not be discharged within thirty (30) days from the date of appointment.

CONTRACTOR shall provide written notice to the TOWN of the occurrence of any event of default within ten (10) days of CONTRACTOR’s receipt of notice of any such default.

ARTICLE 27-AUDITS

CONTRACTOR shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing services pursuant to this Contract for at least five (5) years after termination of this Contract. The TOWN shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at CONTRACTOR’s place of business. Under no circumstances will CONTRACTOR be

required to disclose any confidential or proprietary information regarding its products and service costs.

ARTICLE 28-LEGAL EFFECT

This Contract shall not become binding and effective until approved by the TOWN Council of the TOWN of Juno Beach or its designated representative.

ARTICLE 29-REPRESENTATIONS/BINDING AUTHORITY

CONTRACTOR represents that the person executing this Contract has the power, authority, and legal right to execute and deliver this Contract and perform all of its obligations under this Contract.

ARTICLE 30-INSPECTOR GENERAL

CONTRACTOR is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract and in furtherance thereof may demand and obtain records and testimony from the CONTRACTOR and its subcontractors. CONTRACTOR understands and agrees that in addition to all other remedies and consequences provided by law, the failure of contractor or its subcontractors to fully cooperate with the Inspector General when requested may be deemed by the TOWN to be a material breach of the Contract Documents justifying termination.

ARTICLE 31-PUBLIC RECORDS

In performing services pursuant to this Contract, CONTRACTOR shall comply with all relevant provisions of Chapter 119, Florida Statutes. IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (561) 656-0316; CCOPELAND@JUNO-BEACH.FL.US; OR 340 OCEAN DRIVE, JUNO BEACH, FL 33408.

As required by Section 119.0701, Florida Statutes, CONTRACTOR shall:

(1) Keep and maintain public records required by the TOWN to perform the service.

(2) Upon request from the TOWN's custodian of public records, provide the TOWN with a copy the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

(3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for

the duration of the Contract term and following completion of the Contract if CONTRACTOR does not transfer the records to the TOWN.

(4) Upon completion of the Contract, transfer, at no cost, to the TOWN all public records in possession of CONTRACTOR or keep and maintain public records required by the TOWN to perform the services. If CONTRACTOR transfers all public records to the TOWN upon completion of the Contract, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains public records upon completion of the Contract, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the TOWN, upon request from the TOWN's custodian of public records, in a format that is compatible with the information technology systems of the TOWN.

ARTICLE 32-E-VERIFY

CONTRACTOR warrants and represents that CONTRACTOR and all subcontractors are in compliance with Section 448.095, Florida Statutes, as may be amended. CONTRACTOR has registered to use, and shall continue to use, the E-Verify System (E-Verify.gov) to electronically verify the employment eligibility of newly hired employees and has received an affidavit from each subcontractor stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. If the TOWN has a good faith belief that CONTRACTOR has knowingly violated Section 448.09(1), Florida Statutes, the TOWN shall terminate this Contract pursuant to Section 448.095(2), Florida Statutes, as may be amended. If the TOWN has a good faith believe that a subcontractor has knowingly violated Section 448.09(1), Florida Statutes, but CONTRACTOR has otherwise complained, it shall notify CONTRACTOR, and CONTRACTOR shall immediately terminate its contract with the subcontractor.

IN WITNESS WHEREOF, the TOWN and CONTRACTOR hereto have made and executed this Contract as of the day and year first above written.

TOWN OF JUNO BEACH	CONTRACTOR:
BY: _____ TOWN MANAGER	BY: _____ Name: Title:
ATTEST:	WITNESSED BY:
BY: _____ TOWN CLERK	_____ Print Name:

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
TOWN ATTORNEY

AFFIDAVIT

1. I am over 18 years of age and otherwise competent to affirm the matters set forth in this Affidavit, which are based on my personal knowledge.

2. I am an officer or authorized representative of **Node0 IT LLC.**

3. **Node0 IT LLC** does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.

Under the penalties of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.

By: _____
Print Name:
Title:

AGENDA ITEM

Meeting Name: Town Council Regular Meeting

Meeting Date: August 26, 2025

Prepared By: Chief Brian Smith

Item Title: Police Foundation Donation Request

DISCUSSION:

The Police Department is acquiring three additional patrol rifles to supplement the 10 rifles purchased last year. The purchase of the additional rifles would allow each individual officer to be assigned a rifle.

The Juno Beach Police Foundation has approved a donation request for the purchase of (3) patrol rifle red-dot sights, (3) patrol rifle stream lights and (3) patrol rifle suppressors. This equipment would be installed on our new agency patrol rifles and will both enhance accuracy and reduce the rifle noise.

The above listed equipment is similar to the equipment recently funded by the Foundation for the first 10 patrol rifles. The stream lights illuminate the area when utilizing the rifle, the suppressors significantly reduce the noise levels when firing the rifles, and the red dot sights significantly enhance the accuracy of the rifles.

The funding for the equipment requested from the Foundation was not included in the department's current budget. If the Town Council prefers, the Department can withdraw its request from the Foundation and include these items in the 2025/2026 Fiscal Year budget.

The cost of the equipment requested from the Foundation is $6,627.

RECOMMENDATION:

Staff recommends that the Town Council determine the funding source for the additional rifle equipment.

AGENDA ITEM

Meeting Name: Town Council – Regular Meeting

Meeting Date: August 26, 2025

Prepared By: Chief Smith

Item Title: Mutual Aid Agreement for the Southern Florida Criminal Apprehension Team

DISCUSSION:

This Mutual Aid agreement allows law enforcement agencies in Southern Florida to receive and provide investigational and operational assistance to one another as may be needed. This Agreement increases the resources JBPD may obtain during incidents where additional resources or operational assistance may be required. This in turn will enhance our service to the community.

RECOMMENDATION:

Approve Chief Smith's signature to the agreement.

MUTUAL AID AGREEMENT

SOUTH FLORIDA CRIMINAL APPREHENSION TEAM

WITNESSETH

WHEREAS, the Participating Law Enforcement Agencies shall form the South Florida Criminal Apprehension Team (SFCAT) and are so located in relation to each other that it is to the advantage of each to receive and extend mutual aid in the form of law enforcement services and resources to adequately respond to continuing multi-jurisdictional law enforcement problems, so as to protect the public peace and safety, and preserve the lives and property of the people; and

WHEREAS, the Participating Law Enforcement Agencies have the authority under section 23.12, Florida Statutes et. seq., the Florida Mutual Aid Act, to enter into a combined mutual aid agreement for law enforcement services which permits voluntary cooperation across jurisdictional lines and establishing joint operations to combat law enforcement problems; and

WHEREAS, the Participating Law Enforcement Agencies have identified a need to establish a multi-agency organization to address organized retail crime, burglary offenses, auto theft, any felony or misdemeanor approved by the SFCAT and related criminal activity occurring in South Florida.

NOW, THEREFORE, BE IT KNOWN that the undersigned parties, in consideration for mutual promises to render mutual aid, hereby agree as follows:

SECTION 1: PROVISIONS FOR VOLUNTARY COOPERATION

1.1. The Participating Law Enforcement Agencies, set forth in Attachment 1, hereby approve and enter into this Mutual Aid Agreement ("MAA") whereby each may render law enforcement assistance to the other for the purposes of jointly addressing organized retail crime, burglary offenses, auto theft, **any felony or misdemeanor approved by SFCAT** and related criminal activity which may cross over into a participating law enforcement agency's jurisdictional boundaries. In rendering law enforcement assistance, the Participating Law Enforcement Agencies will assign law enforcement officers as needed to the team, in a joint effort to address such criminal activity.

1.2. In furtherance of such voluntary cooperation, each agency's officers assigned to the SFCAT shall be authorized to provide such assistance in each other participating agency's respective County and/or jurisdictional boundaries and are authorized to take any and all necessary law enforcement action in the investigation, apprehension and arrest of individuals while involved in the SFCAT operations in furtherance of this MAA.

SECTION 2: COMMAND AND SUPERVISOR RESPONSIBILITY

2.1 The personnel and equipment that are assigned by a Participating Agency Head shall be under the immediate control of a supervising officer of the Participating Agency Head and the responsibility for the conduct of the SFCAT members shall remain with their respective participating agency heads. The day-to-day operation and administrative control of the SFCAT will be the responsibility of PBSO. Participating agencies can and are encouraged to provide targets in their jurisdictions and each request will be evaluated and addressed on a priority basis by the SFCAT.

2.2 If a member of a Participating law enforcement agency is involved in a "critical incident" as set forth in Palm Beach County Sheriff's Office (PBSO) General Order 522.00 (Critical Incident Investigations), while rendering law enforcement assistance in Palm Beach County as set forth in this MAA, the Participating law enforcement agency and its member agrees to adhere to that General Order. Further, the Participating law enforcement agency agrees that if one of their law enforcement officers is involved in a critical incident in Palm Beach County, the "involved" or "witness" officer will remain at the scene of the critical incident and comply with Palm Beach County Sheriff's Office General Order 522.00.

SECTION 3: CONFLICTS

3.1 Whenever a law enforcement officer is rendering assistance pursuant to this MAA, the law enforcement officer shall abide by and be subject to the rules and regulations, personnel policies, general orders and standard operating procedures of his/her own employer. If any such rule, regulation, personnel policy, general order or standard operating procedure of the Participating Agency is contradicted, contravened or otherwise in conflict with a direct order of a PBSO Supervisor , then such rule, regulation, policy, general order or procedure of the Participating Agency shall control and shall supersede the direct order.

SECTION 4: HANDLING OF COMPLAINTS

4.1 Whenever there is a cause to believe that a complaint has arisen as a result of a cooperative effort as it may pertain to this MAA, the complaint shall be forwarded to a PBSO Supervisor or his/her designee who shall be responsible for the documentation of said complaint to ascertain at a minimum:

a. The identity of the Complainant
b. An address where the complaining party can be contacted
c. The specific allegation
d. The identity of the employees accused without regard as to agency affiliation

4.2 If it is determined that the accused is an employee of a Participating Agency, the above information, with all pertinent documentation gathered during the receipt and processing of the complaint, shall be forwarded without delay to the agency head or his/her designee of the Participating Agency for review and any action that such agency deems appropriate.

SECTION 5: LIABILITY

5.1 Each agency engaging in any mutual cooperation and assistance, pursuant to this MAA, agrees to assume responsibility for the acts, omissions, or conduct of such agency's own employees while engaged in rendering such aid pursuant to this MAA, subject to the provisions of Section 768.28, Florida Statutes, where applicable. Each agency further agrees to indemnify and hold harmless the other participating agency, its agents, appointees, employees, designees and representatives from any and all claims, demands, judgments, suits and verdicts, cause and causes of action relating to the actions of its own officers in the performance of this MAA, subject to the provisions of Section 768.28, Florida Statutes.

SECTION 6: POWERS, PRIVILEGES, IMMUNITIES AND COSTS

6.1 Under the terms of this MAA, an employee of a Participating Law Enforcement Agency, when actually engaging in mutual cooperation and assistance outside of the jurisdictional limits of the employee's jurisdictional limits, but in such areas as stated in this MAA, shall, pursuant to the provisions of Section 23.127(1), Florida Statutes, have the same powers, duties, rights, privileges and immunities as if the employee was performing duties inside the employee's political subdivision in which he/she is normally employed.

6.2 Each Participating Law Enforcement Agency agrees to furnish necessary personnel, equipment, resources and facilities and to render services to each other party to the MAA as set forth above, provided however, that no party shall be required to deplete unreasonably its own personnel, equipment, resources, facilities, and services in furnishing such mutual aid.

6.3 A political subdivision that furnishes equipment pursuant to this MAA must bear the cost of loss or damage to that equipment and must pay any expense incurred in the operation and maintenance of that equipment.

6.4 The Assisting Agency will pay the salary, benefits, overtime and other compensation to its Officers assigned to the SFCAT, including any amounts paid or due for compensation due to personal injury or death while such Officer is engaged in rendering such assistance.

6.5 The privileges and immunities from liability, exemption from laws, ordinances and rules, and all pension, insurance, relief, disability, worker's compensation, salary, death and other benefits that apply to the activity of an employee of an agency when performing the employee's duties within the territorial limits of the employee's agency apply to the employee to the same degree, manner, and extent while engaged in the performance of the employee's duties extraterritorially under the provisions of this MAA. The provisions of this section shall apply with equal effect to paid, volunteer, and reserve employees.

SECTION 7: FORFEITURE

7.1 The Participating Agency in whose jurisdiction property is seized will maintain the seized property and determine whether there is a good-faith basis to initiate forfeiture proceedings related to property seized by it in the course of the investigations relating to this MAA.

7.2 In cases of overlapping jurisdiction between a County Participating Agency and a Municipality Participating Agency, the municipality shall be responsible for any forfeiture of seized property in accordance with Section 7.1, unless otherwise agreed to by the municipality and the county.

7.3 It is recognized that during the course of the operation of this MAA, property subject to forfeiture under the Florida Contraband Forfeiture Act, Section 932.701, et. seq., Florida Statutes, may be seized. Any such property seized, and if forfeited and awarded, shall be equitably distributed among the participating agencies in proportion to the amount of investigation and participation performed by each agency, less the costs associated with the forfeiture action. The agency pursuing the forfeiture action shall have the exclusive right to control and the responsibility to maintain the property including, but not limited to, the complete discretion to bring the action, to dismiss the action, or to settle, pursuant to the provision of the Florida Contraband Forfeiture Act.

SECTION 8: INSURANCE

8.1 Each party shall provide satisfactory proof of liability insurance by one or more of the means specified in Section 768.28(16), Florida Statutes, in an amount which is, in the judgment of the governing body of that party, at least adequate to cover the risk to which that party may be exposed. Should the insurance coverage, however provided, of any party be canceled or undergo material change, that party shall notify all parties to this MAA of such change within ten (10) days of receipt of notice or actual knowledge of such change.

SECTION 9: EFFECTIVE DATE

9.1 This MAA shall take effect upon execution and approval by the hereinafter named officials (the "effective date") and shall continue in full force and effect for a one year period unless terminated prior thereto by any or all of the parties herein. The prior Mutual Aid Agreement for the Burglary Apprehension Task Force, and its Addendums, shall cease to be in effect upon the effective date of this Agreement. Any individual agency may cancel their participation in this organization and terminate this MAA as to their agency upon thirty (30) days written notice to the other participating agencies. This MAA will be automatically renewed for consecutive one year periods as to the participating agencies that have not provided a notice of termination as set forth herein.

IN WITNESS WHEREOF, the agencies hereto cause these presents to be signed on the date specified.

[Remainder of this page intentionally left blank]

Mutual Aid Agreement

South Florida Criminal Apprehension Team

JUNO BEACH POLICE DEPARTMENT

_____

Chief Brian Smith

_____

Date

GENERAL ORDER **522.00**

SUBJECT: CRITICAL INCIDENT INVESTIGATIONS			
DATE EFFECTIVE	**SUPERSEDES**	**REVISION NUMBER**	**PAGE**
050824	071317	24-06	1 of 8
RESCINDS			

CONTENTS:

This General Order consists of the following numbered sections:

I. COMPOSITION OF THE CRITICAL INCIDENT INVESTIGATIVE TEAM (C.I.I.T.)
II. RESPONSIBILITY OF THE C.I.I.T. INVESTIGATORS
III. NOTIFICATIONS
IV. POST CRITICAL INCIDENT DEBRIEFING
V. POST CRITICAL INCIDENT - INVOLVED MEMBER
VI. POST CRITICAL INCIDENT ASSESSMENT TEAM

DISCUSSION:

This Order establishes guidelines to investigate all member-involved critical incidents and any other critical incidents that the Sheriff deems necessary. At the Sheriff's discretion, he may request or invite an outside law enforcement entity at the federal or state level to investigate, in totality or in part, any aspects of an officer-involved critical incident. PBSO, in conjunction with the State Attorney's Office, will investigate all officer-involved incidents expeditiously, thoroughly and professionally in order to factually establish what occurred. This Order applies to all members.

DEFINITIONS:

ADMINISTRATIVE INVESTIGATION – An investigation conducted by the Division of Internal Affairs to determine if the actions taken during the critical incident were compliant with PBSO procedures.

CRITICAL INCIDENT – An incident that is unusual, is violent, and involves perceived threat to, or actual loss of, human life. The incident is a significant emotional event that breaks through an individual's normal coping mechanisms and may cause extreme psychological distress.

CRITICAL INCIDENT INVESTIGATIVE TEAM (C.I.I.T.) – A team tasked with the responsibility of investigating critical incidents.

CRITICAL INCIDENT INVESTIGATION COORDINATOR - The detective commander, or designee, will act as the investigation coordinator and oversee all aspects of the criminal investigation.

CRITICAL INCIDENT INVESTIGATION TEAM SUPERVISOR - The Critical Incident Investigation Team supervisor will be of the rank of lieutenant or higher, and assigned to the detective unit.

CRIMINAL INVESTIGATION - An investigation conducted by the Critical Incident Investigative Team to determine if actions taken during the critical incident complied with Florida Statutes.

PROCEDURES:

I. COMPOSITON OF THE CRITICAL INCIDENT INVESTIGATIVE TEAM (C.I.I.T.)

A. The C.I.I.T. supervisor may designate another supervisor to be the team supervisor.

B. One or more detectives selected from the Violent Crimes Division.

C. The Violent Crimes Division commander, or designee, will act as the investigation coordinator and oversee all aspects of the criminal investigation.

II. RESPONSIBILITY OF THE C.I.I.T. INVESTIGATORS

A. If the incident involves a death of a human being, the Office of the Medical Examiner will be notified, and a request for a Forensic Investigator to respond to the scene will be made.

B. The State Attorney's Office will be notified, as per their on-call policy.

C. Identify evidence for collection and preservation.

D. The processing and photographing of the scene will be overseen, in conjunction with the Crime Scene Supervisor.

E. Interviews and statements given by witnesses will be recorded.

F. If a full statement will not be provided by the involved member(s), and if the situation dictates, a public safety statement may be requested.

G. The C.I.I.T. supervisor will conduct an on-scene critique, either on-site, or at a place and time designated by the C.I.I.T. supervisor, to discuss the facts and circumstances with the following personnel:

1. C.I.I.T. members
2. The commander of the Violent Crimes Division
3. The Crime Scene Supervisor or designee
4. The Internal Affairs (IA) supervisor/investigator
5. The commander of Legal Affairs or designee

6. The State Attorney or Assistant State Attorney and/or their investigators
7. Any other personnel deemed essential by the C.I.I.T. supervisor

I. The commander of the Violent Crimes Division will conduct an on-scene critique of any video, audio, or digital recordings known to exist, and available, at that time.

J. The C.I.I.T. coordinator, or in his absence, the C.I.I.T. supervisor will ensure PBSO Executive Staff are apprised of all aspects of the investigation as it progresses. This will be a direct line, chain-of-command communication and should not be superseded.

K. All reports and statements pertaining to any investigation conducted by the C.I.I.T. will be prepared and submitted as soon as reasonably possible.

L. The C.I.I.T. supervisor may conduct a post incident debriefing with the C.I.I.T. members, IA supervisor(s)/investigator(s), commander of Legal Affairs or designee, State Attorney or designee, Crime Scene Supervisor or designee, and any other personnel deemed essential by the C.I.I.T. supervisor.

III. NOTIFICATIONS

A. When a police related shooting or other type of critical incident occurs involving a deputy, civilian employee, or an officer or agent from another law enforcement agency within the jurisdiction of PBSO, the Watch Commander and/or designee will notify the C.I.I.T. supervisor, who, upon reviewing the facts related to the incident, will determine whether the C.I.I.T. will be activated.

B. Notifications will be made as required by G.O. 429.01 - Staff Notification During Emergency or Other Serious Situations.

C. The Watch Commander or designee will be responsible for the following:

1. Take command of the scene and protect any known evidence until the arrival of the C.I.I.T. supervisor or designee.

2. Secure the entire area with crime scene tape and remove all unauthorized persons, including officers not required inside the crime scene of the critical incident.

3. Assign a deputy or other personnel at the scene to maintain a log. The log will contain the following information:

   a. The names and ID numbers of officer(s) or other members assigned duties at the scene and a description of those duties.

b. The names of any person(s) who enter the scene, the time they enter the scene, reason for entering the scene, and the time they left the scene.

4. Ensure that all witnesses, including officers, remain at the scene and are separated to ensure proper police protocol and witness credibility.

5. Briefly speak with the involved officer(s) in order to ascertain a basic understanding of what occurred, so that affected supervisors may be briefed to better facilitate the investigation.

6. Advise the member(s) involved and all witnesses not to discuss the details of the incident with any one else, regardless of rank, until they have been interviewed by C.I.I.T.

   a. This does not preclude questions regarding the condition of the witnesses or members by appropriate supervisory personnel.
   b. Allow the involved member(s) to confer with his attorney and the PBSO psychologist, if requested.
   c. The attorney and PBSO psychologist will be granted confidentiality rights as provided by state statute.

7. Provide a reasonably safe environment for the involved members(s) who is waiting to be interviewed.

8. Ensure that the needs of the involved member(s) are met.

9. Immediately initiate an area canvass to locate and identify any additional witnesses who have information relevant to the critical incident. Any witnesses will be made known to the C.I.I.T. supervisor, the lead investigator appointed by the C.I.I.T. supervisor, and the commander of IA or the IA supervisor/investigator.

10. Remain at the scene and take charge of the perimeter and security until relieved by the C.I.I.T. supervisor.

D. The C.I.I.T. supervisor and the IA sergeant/investigator assigned to the critical incident investigation will coordinate the criminal and administrative investigations.

E. The C.I.I.T. and IA will investigate the following critical incidents, and any other incident deemed appropriate by the Sheriff:

1. When a deputy or other sworn officer uses physical force resulting in death, or life threatening injuries likely to result in death of a human being.

2. When a deputy or other sworn officer has shot and injured a person, or has been shot and injured, and the incident occurred within Palm Beach County.

3. When a deputy or other sworn officer suffers a self-inflicted firearm injury, whether intentional or accidental.

4. Any death of a person who is in the custody of any deputy, or other sworn officer, or within the care, custody, and control of any PBSO correctional facility, upon request of the commander of IA, or designee.

5. Any incident, which the Sheriff deems necessary.

F. In the event any of the above critical incidents involving PBSO members occur inside the jurisdiction of any city in Palm Beach County, the Watch Commander will respond to the scene and monitor the situation. The Watch Commander will ensure that:

1. the appropriate staff notification is made as required by G.O. 429.01.

2. the C.I.I.T. supervisor is notified for determining C.I.I.T. response to monitor and/or assist the investigating agency (if requested).

3. the member's Division or District commander, the commander of Legal Affairs, and the commander of IA are notified. The commander of IA will determine which IA sergeant/investigator will respond to monitor the investigation.

4. the C.I.I.T. member(s) and IA supervisor(s)/investigator(s) are briefed on what has occurred to that point, and then turn the investigation over to them.
   a. IA has the option of conducting the administrative investigation immediately following the outside agency's investigation or a later date.

G. The C.I.I.T. (only) will investigate the following critical incidents when an officer(s) or agent(s) from another law enforcement agency is involved in a critical incident within the jurisdiction of PBSO:

1. The C.I.I.T. will keep the affected law enforcement agency appraised of the progress of the investigation.

2. The C.I.I.T. may coordinate the investigation with the other agency, or conduct the investigation independent of the other agency, if the other law enforcement agency has concurrent jurisdiction.

G. The IA supervisor(s)/investigator(s) present will, if necessary:

1. Conduct separate interviews with each member or other sworn officer.

2. Witness members are required to cooperate in the administrative investigation.

   a. If a witness member refuses to cooperate under the belief that he is a participant in the incident, the member will be treated as an involved member.

   b. If a witness member refuses to cooperate, and he is not under the belief that he is a participant, the IA supervisor/investigator will issue a lawful order to cooperate, with the warning that disciplinary action may be taken if the member refuses to comply with the order.

3. The Internal Affairs investigator assigned to the critical incident investigation will be responsible for arranging an appointment for the involved member with a designated psychologist and, when possible, ensuring the visit occurs within 72 hours following the critical incident, or at the earliest time possible if not within 72 hours.

H. All releases to the media will be released through, or in conjunction with, the Director of Public Affairs.

IV. POST CRITICAL INCIDENT DEBRIEFING

A. The commander of VCD may post notice of a critical incident debriefing within 48 hours or at the earliest time possible if not within 48 hours. The attendees will include representatives from C.I.I.T., the commander of Violent Crimes, the commander of Internal Affairs, the commander of Training or designee, a representative from Legal Affairs, the Crime Scene Investigator(s) and Supervisor, the Medical Examiner or representative, and representatives of the State Attorney's Office.

B. The debriefing will cover known facts of the current investigation and review and address significant and/or problematic issues identified during the on-scene critical incident investigation.

V. POST CRITICAL INCIDENT - INVOLVED MEMBER

A. Prior to the involved member(s) returning to duty, an interview with the PBSO designated psychologist will be required. The member(s) will be advised of the availability of the Employee Assistance Program (see GO 312.04) and the Well-Being Program (see GO 312.07).

B. The involved member(s), while on administrative leave, will be available at all times for official interviews and statements regarding the incident and will be subject to recall at any time.

C. The involved member(s) is not to discuss the details of the investigation with anyone except the member's private attorney, the PBSO psychologist, and/or C.I.I.T. investigators.

D. The involved member(s) will not discuss the details of the Administrative Investigation with anyone other than the supervisor(s) of IA, pending the completion of the internal investigation, and acceptance by the Sheriff.

VI. POST CRITICAL INCIDENT ASSESSMENT TEAM

A. The Post Critical Incident Assessment Team (PCIAT) will be responsible for conducting a review of critical incidents in the following areas:

1. Tactical analysis
2. Training issues
3. Quality of supervision at scene
4. Quality of investigative efforts related to the incident

B. Members of the PCIAT will consist of the following members, at a minimum:

1. Member(s) of Senior Executive Staff designated by the Sheriff
2. Major of the Professional Compliance Bureau
3. Major of the Major Crimes Bureau
4. Major of the involved member's assigned Bureau
5. Bureau Director of the Communications Support Bureau
6. Commander of the Training Division
7. Commander of Internal Affairs
8. Commander of Legal Affairs
9. Any other subject matter expert deemed necessary for the review. This determination will be made in collaboration with the Majors of the Professional Compliance Bureau and Major Crimes Bureau

C. Cases will be selected under the direction of Legal Affairs for the purpose of risk assessment and in anticipation of litigation, and will be reviewed by the PCIAT on a quarterly basis.

1. This assessment is to provide Legal Affairs information on current training and policies on which to base possible revisions in training or policies, or both, so that the PBSO can better perform its functions of serving and protecting the public.

D. Cases under consideration must be closed investigations, where a closeout letter from the State Attorney's Office has been received and the Internal Affairs Investigation has been completed.

E. Members of the PCIAT will discuss the circumstances known at the time of the incident and the tactical decision making of deputies, supervisors and Communications personnel.

F. The recommendations of PCIAT will be prepared at the direction of Legal Affairs and constitutes attorney/client privileged information regarding legal tactics and settlement strategy, which is not subject to release as a public record under Chapter 119, Florida Statutes. Once prepared, the PCIAT will forward its assessment and recommendations to Legal Affairs.

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: E. Alves, CPA, Finance/HR Director

Item Title: FY 2025-2026 Budget Discussion

DISCUSSION:
At the July 23rd Town Council meeting, the Council approved setting the proposed (maximum) ad valorem millage tax rate for FY 2025-2026 at 1.8195 mills. This rate presents a 0% millage increase from last year's rate of 1.8195. This is a 5.67% increase above the roll back rate of 1.7219 mills. The Council also set the date for the first budget public hearing for Monday, September 8, 2025, at 5:30pm.

The goal of the August 26th Town Council Budget Discussion is to review the 2025-2026 Proposed Annual Budget in its entirety. The discussion is intended to provide an open dialogue to discuss and approve any changes to the proposed budget.

REMAINING BUDGET MEETING SCHEDULE:
The first public hearing is scheduled for Monday, September 8th at 5:30pm. At this meeting staff will present the 2025-2026 Tentative Annual Budget that incorporates the Town Council's recommendations and tentative millage rate, as well as any additional outstanding revenue and expenditure items.

The final public hearing is scheduled for Wednesday, September 24th at 5:30pm. Staff will be prepared to review and discuss the final budget at that meeting.

RECOMMENDATION:
Review and discuss the 2025-2026 Proposed Annual Budget to obtain input. This will include a discussion on Town Communications at Vice Mayor John Callaghan's request (see attached memo).

Request a Motion to approve the fiscal year 2025-2026 contributions list.

Request a Motion to approve the fiscal year 2025-2026 salary ranges.

TOWN OF
JUNO BEACH
• FLORIDA •
INCORPORATED 1953

FY 2025-2026 BUDGET DISCUSSION

GOALS FOR TONIGHT'S MEETING

Review the 2025-2026 Proposed Annual Budget in its entirety. The discussion is intended to provide an open dialogue to discuss and approve any changes to the proposed budget. This will include a discussion on Town Communications at Vice Mayor John Callaghan's request.

Request a Motion to approve the fiscal year 2025-2026 contribution list.

Request a Motion to approve the fiscal year 2025-2026 salary ranges.

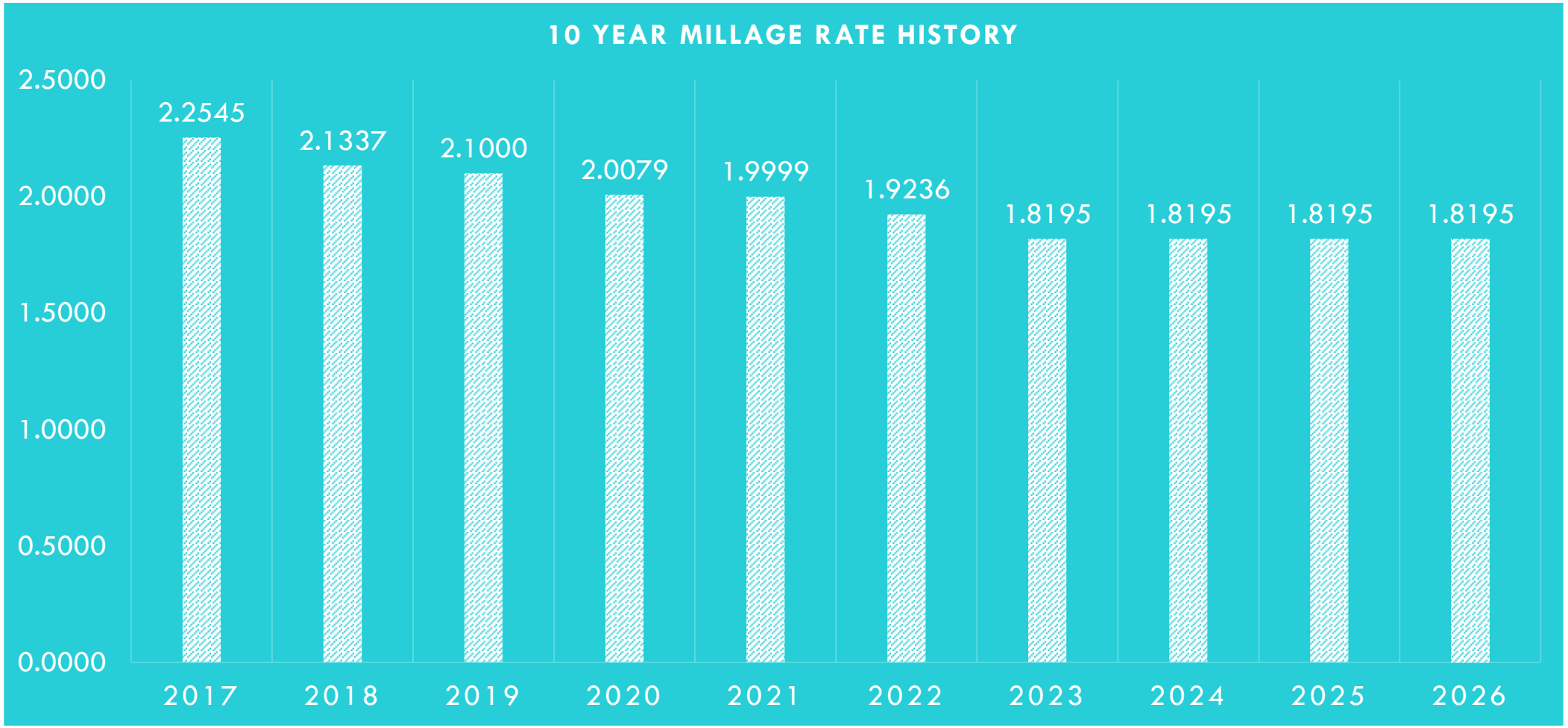
FORMAT OF THE BUDGET PRESENTATION

We will be going over the budget in sections. We will discuss each topic before moving to the next one.

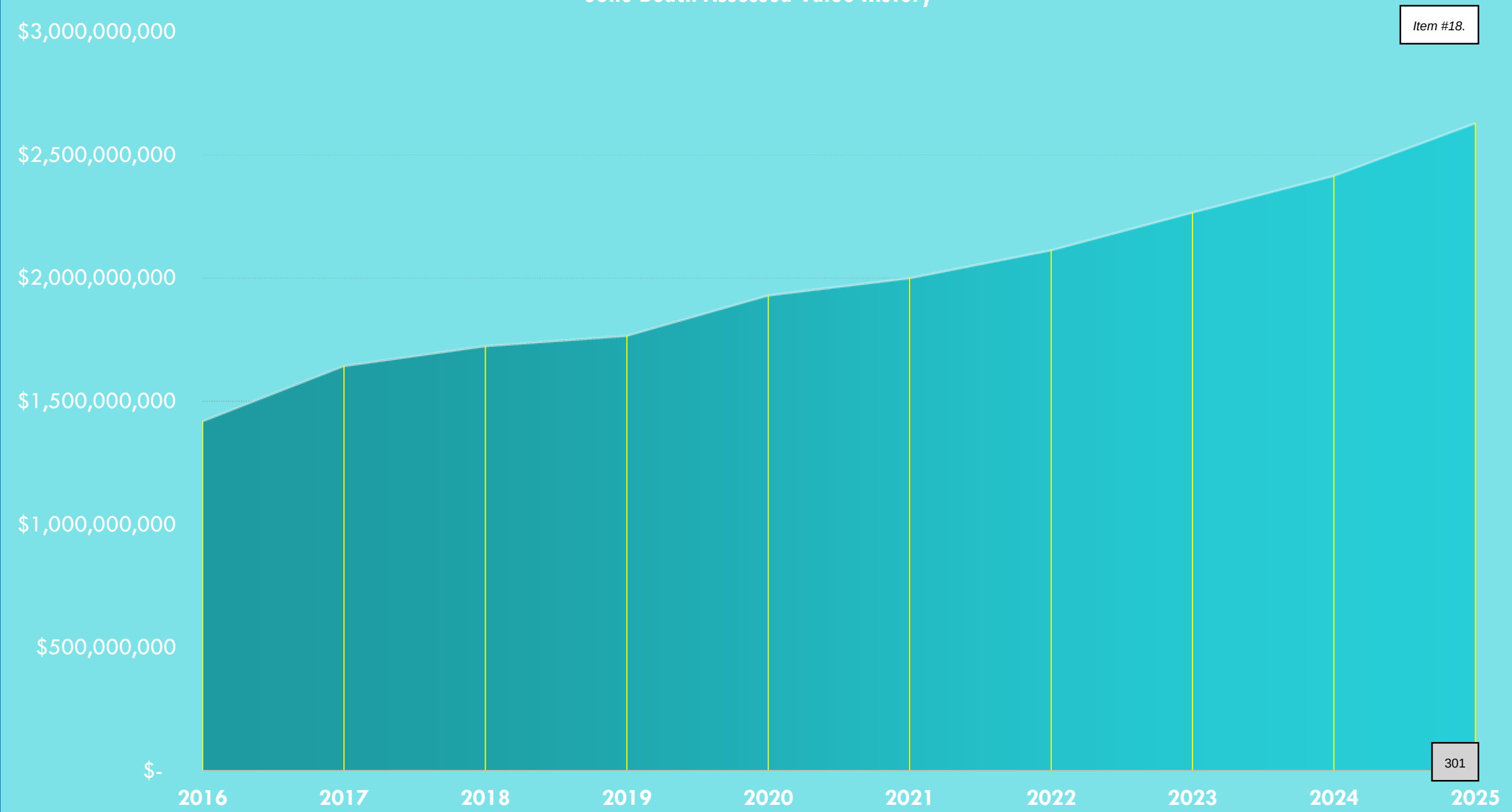
In this presentation we will be focusing on changes that have been made since the last presentation in July.

Department Directors are available to answer questions.

We will start by discussing the overall budget, Strategic Plan Goals, Capital Projects, and Town Positions (including a discussion on Town Communications). We will then go over the Revenue Budget and each Department Budget.


10 YEAR MILLAGE RATE HISTORY
2.5000
2.0000
1.5000
1.0000
0.5000
0.0000
2.2545
2.1337
2.1000
2.0079
1.9999
1.9236
1.8195
1.8195
1.8195
1.8195
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026

Juno Beach Assessed Value History



Allocation by Percent of Where Your Tax Dollar Goes



SCHOOL
34.78%

P.B. COUNTY
24.94%

FIRE/RESCUE MSTU
19.03%

JUNO BEACH
10.01%

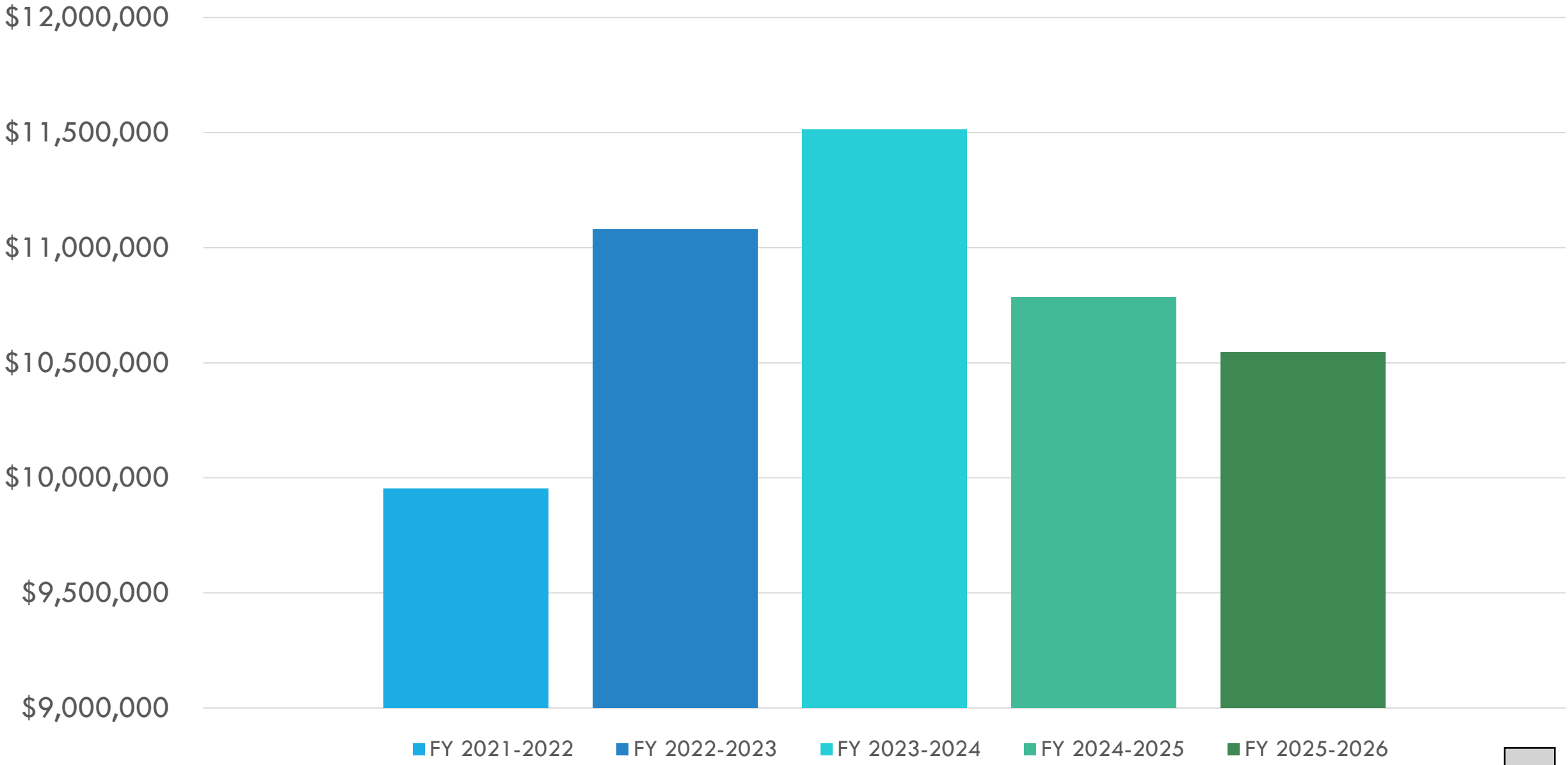
PBC HEALTH
3.61%

LIBRARY
3.02%

CHILDRENS SERVICES
2.70%

OTHER
1.92%

Budget History - Last Five Fiscal Years



Strategic Plan Priority Examples

Goals	Sub Goals	Dept	Sub Goal Title	Description	Cost
Administrative Excellence	AE1	FIN/HR	Rally the Troops I	Doing Quarterly Staff Lunches instead of annual Holiday Party which was not well attended. Budget is the same as the estimated cost of the holiday party.	$5,000
Administrative Excellence	AE1	MULTI	Rally the Troops I	Initiate Fun Committee to identify staff-supported low to no cost opportunities for team building.	$0
Administrative Excellence	AE2	PROJ	Improve Town Center Internet	Analysis was completed by IT consultant; determined that no additional bandwidth was needed.	$0
Administrative Excellence	AE4 and AE5	FIN/HR	Hire Assistant Finance Staff	The Finance/HR Director has requested an additional Accounting Specialist. Projected salary $62,400, loaded cost includes estimate of 40% benefits.	$87,360
Administrative Excellence	AE5	FIN/HR	Rally the Toops II	$5,000 for Baldrige-oriented Organizational Excellence training for leadership staff.	$5,000
Administrative Excellence	AE6	FIN/HR; PROJ	Modernize Software	Implementation of Purchasing and Grants/Projects modules are in process already and go live is scheduled for year end. Annual cost of modules is budgeted.	$6,019

Goals	Sub Goals	Dept	Sub Goal Title	Description	Cost
Manage Growth	MG3	PW	Prioritize Mobility	Universe Blvd project in FY 2026-2027 for multimodal consideration. Reaching out to TPA for planning/grant support.	$0
Manage Growth	MG3	PW	Prioritize Mobility	Bring sidewalks to state of good repair.	$75,000
Manage Growth	MG5	PW	US1 Median Redesign	Quote from Terracon to restore US1 Median to 2005 plans using native vegetation.	$21,594
Manage Growth	MG6	PROJ	Safe Streets for All	$100,000 is budgeted for the Safe Streets Plan. Grant agreement delayed.	$100,000
Manage Growth	MG11	PZ	Implement Master Plan	There is $115,000 budgeted towards "implementing the master plan."	$115,000
Council Effectiveness	CE4	TC	Accommodate more public/resident engagement	New Town Website refresh.	$10,000
Healthier Environment	HE7	PD	Know Your Neighbor	The Police department will be expanding their Pizza with the Police events. No exact cost since food is donated.	

CAPITAL IMPROVEMENT PLAN
Fiscal Year 2025-2026 - Fiscal Year 2029-2030
Updated: 8/15/2025
(Categorized by Funding Source)

	Projected FY 2025-2026	Projected FY 2026-2027	Projected FY 2027- 2028	Projected FY 2028-2029	Projected FY 2029-2030	TOTAL
FUNDED BY: ONE-CENT SURTAX REVENUE						
FY25 Project - Kagan Park Playground Renovation (also restricted funds)	125,000					125,000
FY25 Project - Dune Walkover JB0 Renovation - drainage (grant)	137,500					137,500
FY25 Project - South Littoral Shelf Construction (PBC)	50,000					50,000
Police - Hybrid Vehicle Marked (2) - w/ Equipment	160,634					160,634
Public Works - Road Repaving - Universe Blvd.		683,700				683,700
Public Works - Vehicle	50,000					50,000
Public Works - Sidewalk Sweeper	6,000					6,000
Re-Thatch Chickee Huts	15,000					15,000
Town Center - Silent Alarm System Replacement	25,000					25,000
ONE-CENT SURTAX PROJECTS & EQUIPMENT TOTAL	**569,134**	**683,700**	**0**	**0**	**0**	**1,252,834**
FUNDED BY: RESTRICTED RESERVES						
Town Center - EOC Architectural Work (from Building Reserve $84k, Police Reserve $16k)	100,000					100,000
Town Center - EOC (from Building Reserve, Police Reserve)		1,758,500	646,500			2,405,000
Town Center - Charging Station (from Building Reserve)	7,000					7,000
Kagan Park - Playground Renovation (From Restricted Funds)	100,000					100,000
RESTRICTED RESERVES TOTAL	**207,000**	**1,758,500**	**646,500**	**0**	**0**	**2,612,000**
FUNDED BY: GENERAL FUND, IMPACT FEES, GRANTS AND OTHER SOURCES						
Buildings and Improvements						
Town Center - Restoration & Maintenance		30,000	10,000	10,000		50,000
Town Center - Outside Light Replacements	20,000					20,000
Town Center - Building Department Remodel		30,000	10,000	10,000		50,000
Town Center - AC Replacement	60,000					60,000
Town Center - Painting	30,000					30,000
Town Center - Fire Alarm Refurbished Panel	5,000					5,000
Town Center - Police Dept Locker Room Renovation					150,000	150,000
Town Center - Renovating Break Room/Kitchen					75,000	75,000
Town Center - Roof Replacement					280,000	280,000
Town Center - Generator Replacement		250,000				250,000
Pelican Lake - Lighting Replacements	5,000					5,000
FY25 Project - Pelican Lake - Rennovate Gazebo	80,000					80,000
Public Works Complex - Air Louver Replacement	25,000					25,000
Public Works Complex - Fuel Tank Awning	8,220					8,220
Public Works Complex - Renovate Building					432,000	432,000
Total Buildings and Improvements	**233,220**	**310,000**	**20,000**	**20,000**	**937,000**	**1,5**

	Projected FY 2025-2026	Projected FY 2026-2027	Projected FY 2027- 2028	Projected FY 2028-2029	Projected FY 2029-2030	5-YEAR TOTAL
Streets and Lighting						
Road Improvement - Floral Avenue		81,400				81,400
Road Improvement - Coconut Avenue		100,100				100,100
Road Improvement - Park Street			69,825			69,825
Road Improvement - Oleander			92,400			92,400
Road Improvement - Lyra Circle				168,580		168,580
Road Improvement - Sidewalk & Paver Repairs	75,000	75,000	75,000	75,000	75,000	375,000
Total Streets and Lighting	**75,000**	**256,500**	**237,225**	**243,580**	**75,000**	**887,305**
Stormwater System						
						0
Total Stormwater System	**0**	**0**	**0**	**0**	**0**	**0**

	Projected FY 2025-2026	Projected FY 2026-2027	Projected FY 2027- 2028	Projected FY 2028-2029	Projected FY 2029-2030	
Parks & Amenities						
FY25 Project - JB0 (see rest of project above in Surtax section)	72,500					72,500
Dune Walkover Repairs/Improvements and Shelter Maint.		5,000	5,000	5,000		15,000
Hardscape, Landscape, Sidewalks, Lights, Etc.		60,000	60,000	60,000		180,000
Return of US 1 median to 2005 plans	21,594					21,594
Pelican Lake Landscape Plan		39,360				39,360
Total Parks & Landscaping	**94,094**	**104,360**	**65,000**	**65,000**	**0**	**328,454**
Vehicles, Heavy Equipment, Off-Road						
P&Z - Vehicles				37,000		37,000
Police - Vehicles, including emergency light setup (if marked vehicle)		130,039	217,729			347,768
Public Works - Vehicles			40,000			40,000
Public Works - Dump Truck Replacement					200,000	200,000
Total Vehicles, Heavy Equipment, Off-Road	**0**	**130,039**	**257,729**	**37,000**	**200,000**	**624,768**
Computers, Electronics and Misc. Equipment						
Admin - Desktops, Laptops, Printers, Audio, Video, etc.	5,000	5,000	5,000	5,000	5,000	25,000
Admin - Dais replacement				30,000		30,000
Admin - Timekeeping Software		20,000				20,000
Admin - Network-Servers, Storage, Switches, etc.		10,000	10,000	50,000		70,000
Admin - Copier (upstairs)		13,000				
P&Z - Desktops, Laptops, Printers, Audio, Video, etc.	7,500	7,500	7,500	7,500	7,500	37,500
P&Z - Copier			13,000			
Police - Replacement department computers as needed	6,000	6,000	6,000	6,000	6,000	30,000
Police - Scheduling software	4,000					4,000
Police - Fleet Maintenance Software	10,000					10,000
Police - Tasers				50,000	50,000	100,000
Police - Radio Infrastructure		200,000	200,000			400,000
Police - Radios		154,000	154,000			308,000
Total Equipment	**32,500**	**415,500**	**395,500**	**148,500**	**68,500**	**1,034,500**
GENERAL FUND, IMPACT FEES, GRANTS, OTHER SOURCES	434,814	1,216,399	975,454	514,080	1,280,500	4,395,247
Total Proposed/Projected Annual Expenditures	**1,210,948**	**3,658,599**	**1,621,954**	**514,080**	**1,280,500**	**8 81**

CAPITAL PROJECT CHANGES

- Moved Police Radio project up to FY 2026-2027 and 2027-2028 based on updated timeline.
- Added the Gazebo Repair project, as the project will not be completed in the current fiscal year.
- Moved the Universe Blvd. repaving project to FY 2026-2027 so the project can be reviewed for incorporation of Complete Streets strategies.
- Moved the Dais replacement to FY 2029-2030.
- Removed the Christmas Tree item, a smaller tree will be purchased using operating funds.

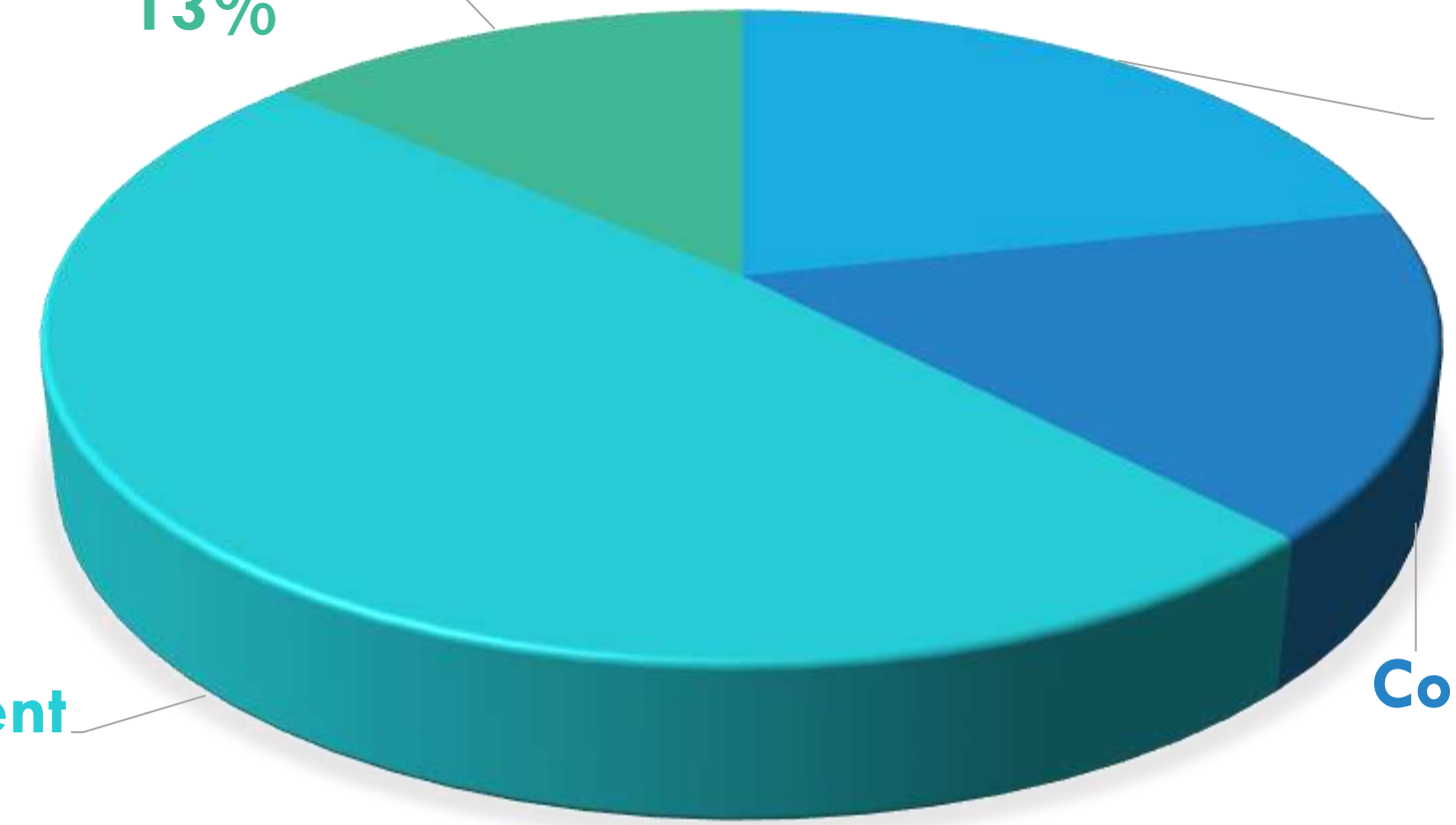
CAPITAL PROJECT CHANGES

- Split the lighting project into two, one for Town Center at $20,000 and one for Pelican Lake at $5,000.
- Increased the Sidewalk and Pavers project to $75,000 each year.
- Split funding of EOC Architectural Work to $84k from Building Reserve at $16k from Police Reserve.
- Added Admin/Finance copier replacement to FY 2026-2027.
- Added P&Z copier replacement to FY 2027-2028.

DISCUSSION ON CAPITAL PROJECTS

Any questions or suggested changes?

TOWN STAFFING BY DEPARTMENT



TOWN OF JUNO BEACH
PAY RANGE SCHEDULE
FOR FISCAL YEAR 2025-2026

	PAY RANGE -ANNUAL		PAY RANGE -HOURLY		
FUNDED POSITIONS - 37	**Minimum**	**Maximum**	**Minimum**	**Maximum**	
Front Desk Receptionist	$ 34,192	$ 51,900	$ 16.44	$ 24.95	
Maintenance Worker I	$ 42,590	$ 66,022	$ 20.48	$ 31.74	
Permit/License Coordinator (2)	$ 47,322	$ 69,277	$ 22.75	$ 33.31	
Administrative Assistant to Town Clerk	$ 47,323	$ 69,277	$ 22.75	$ 33.31	
Maintenance Worker II	$ 48,007	$ 72,011	$ 23.08	$ 34.62	
Grounds Technician	$ 48,007	$ 72,011	$ 23.08	$ 34.62	
Administrative Coordinator	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Accounting Specialist (2)	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Planning Technician	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Police Services Coordinator	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Code Compliance Officer	$ 54,071	$ 79,485	$ 26.00	$ 43.46	**
Principal Planner*	$ 65,113	$ 100,925	$ 31.30	$ 48.52	
Police Officer (9)	$ 75,343	$ 111,072	$ 34.50	$ 50.86	
Deputy Public Works Director*	$ 76,725	$ 107,415	$ 36.89	$ 51.64	
Project/Risk Manager*	$ 82,546	$ 129,194	$ 39.69	$ 62.11	
Police Sergeant (5)	$ 88,988	$ 131,673	$ 40.75	$ 60.29	
Town Clerk*	$ 91,047	$ 132,990	$ 43.77	$ 63.94	
Public Works Director*	$ 97,185	$ 148,335	$ 46.72	$ 71.31	
Director of Planning & Zoning*	$ 102,658	$ 145,624	$ 49.35	$ 70.01	
Assistant Chief of Police*	$ 112,530	$ 158,565	$ 54.10	$ 76.23	
Finance/HR Director*	$ 118,668	$ 179,025	$ 57.05	$ 86.07	
Police Chief*	$ 122,760	$ 192,789	$ 59.02	$ 92.69	
Town Manager*	$ 126,683	$ 223,436	$ 60.91	$ 107.42	

UN-FUNDED POSITIONS	PAY RANGE -ANNUAL Minimum	PAY RANGE -ANNUAL Maximum	PAY RANGE -HOURLY Minimum	PAY RANGE -HOURLY Maximum
Working Foreman	$ 51,289	$ 76,924	$ 24.66	$ 36.98
Code Compliance Officer II	$ 56,138	$ 84,288	$ 26.99	$ 40.52
Senior Planner	$ 58,202	$ 88,925	$ 27.98	$ 42.75
Police Lieutenant*	$ 102,300	$ 143,220	$ 49.18	$ 68.86

All wages are based on a 2,080 hour work year.
Exception: Police Officer and Police Sergeant - 2,184 hours per year per contract

Pursuant to the Town's Personnel Manual, Article IV, Section 29, the Town Council shall establish pay ranges for all positions. The Pay Range Schedule will include the position titles and the pay ranges and will take effect every October 1st with the adoption of the annual operating budget.

All pay ranges have been increased by 2.3% based on the June 2025 Consumer Price Index for the South - All Items from the Bureau of Labor Statistics.
Southeast Information Office CPI Card — June 2025

* Position is classified as exempt under the FLSA.

** The hourly range maximum has been temporarily increased to accommodate a long-tenured employee who is currently working a reduced-hours schedule.

Updated: 8/15/2025

TOWN POSITION PROPOSED CHANGES

- Budget includes 37 full-time employees, an increase of one position over the prior year.
- Comprehensive Planning – Reducing FTE by one by not funding the vacant Senior Planner position.
- Updated title for Projects/Risk Manager, no change in role or responsibilities.
- Finance & Administrative is requesting two additional FTE's.
  - Town Clerk is requesting a Front Desk Associate.
  - Finance/HR is requesting an Accounting Specialist.

DISCUSSION ON TOWN COMMUNICATIONS

Vice Mayor John Callaghan would like to have a discussion on Town Communications (Strategic Plan Goal AE3). Please refer to separate memo in your agenda packet.

Any questions or suggested changes?

Staff requests a motion to Approve the Salary Ranges for FY 2025-2026.

DISCUSSION ON TOWN POSITIONS & MOTION

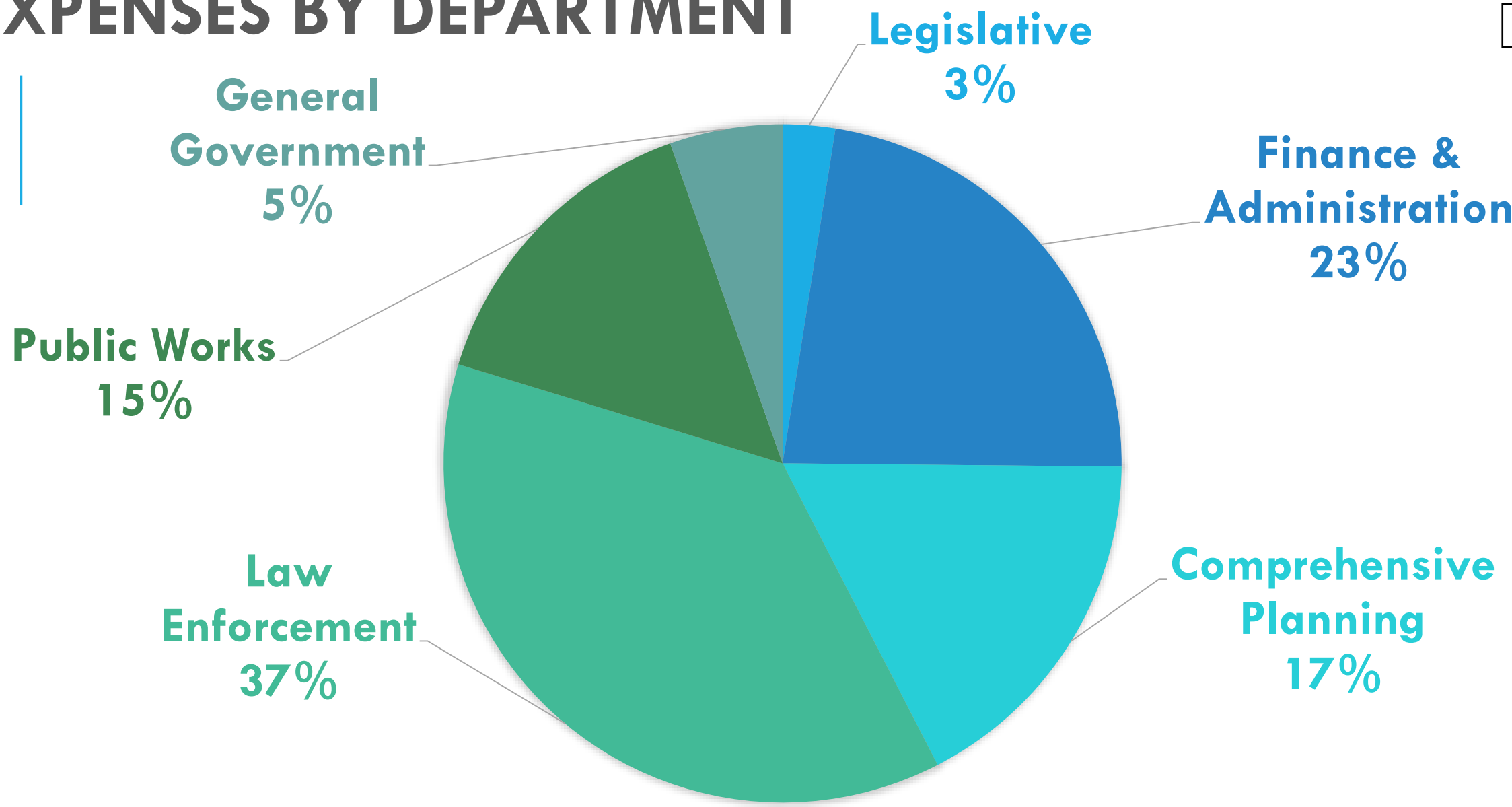
REVENUES	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
Ad Valorem Taxes	$4,231,420	$4,596,375	8.62%	$364,955
Local Option, Use & Fuel Taxes	57,283	58,000	1.25%	717
One-Cent Discretionary Surtax	305,851	125,000	-59.13%	(180,851)
Utility Services Taxes	953,364	1,019,000	6.88%	65,636
Local Business Tax	70,000	50,000	-28.57%	(20,000)
Building Permits	1,100,000	1,000,000	-9.09%	(100,000)
Franchise Fees	100,000	100,000	0.00%	0
Permits, Fees & Special Assessments	159,950	194,000	21.29%	34,050
Grants	577,500	337,499	-41.56%	(240,001)
Intergovernmental Revenue	536,079	491,500	-8.32%	(44,579)
Charges for Services	40,000	17,500	-56.25%	(22,500)
Fines and Forfeitures	25,500	16,000	-37.25%	(9,500)
Investment Earnings	250,000	500,000	100.00%	250,000
Miscellaneous	86,000	120,500	40.12%	34,500
From Impact Fees-Restricted	38,840	0	-100.00%	(38,840)
From Forfeiture Fund-Restricted	10,000	0	-100.00%	(10,000)
From Contributions-Restricted	111,581	100,000	-10.38%	(11,581)
From One-Cent Surtax-Restricted	566,649	569,134	0.44%	2,485
From Assigned/Unassigned Fund Balance	1,565,360	1,249,761	-20.16%	(315,599)
TOTAL REVENUES	$10,785,377	$10,544,270	-2.24%	($241,107)

Any questions or suggested changes?

DISCUSSION ON REVENUE

EXPENDITURES BY DEPARTMENT					
	FISCAL YEAR	FISCAL YEAR	PERCENT	AMOUNT
LEGISLATIVE	2024-2025	2025-2026	CHANGED	CHANGED
Salaries	$42,000	$43,269	3.02%	$1,269
Employee Benefits	3,213	3,310	3.02%	97
Operating Expenses	12,500	216,750	1634.00%	204,250
TOTAL LEGISLATIVE	57,713	263,329	356.27%	205,616
FINANCE & ADMINISTRATION				
Salaries	727,000	874,742	20.32%	147,742
Employee Benefits	234,753	270,770	15.34%	36,017
Professional Fees	130,000	366,750	182.12%	236,750
Operating Expenses	190,900	266,400	39.55%	75,500
Capital Outlay	145,000	610,000	320.69%	465,000
TOTAL FINANCE & ADMINISTRATION	1,427,653	2,388,662	67.31%	961,009

EXPENSES BY DEPARTMENT



LEGISLATIVE CHANGES

Increased legal fees to $190,000, including $15,000 for Employee Handbook review

TOWN OF JUNO BEACH CONTRIBUTION BUDGET & HISTORY

	FY 2026	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018	FY 2017
TOWN OF JUPITER - 4th OF JULY CELEBRATION	$1,000	$1,000	$1,000	$1,000	$750	$750	$750	$750	$750	$750
HOLIDAY BOAT PARADE	$250	250	250	250	250	250	250	250	250	0
FRIENDS OF THE ARTS	$2,500	2,500	500	500	500	1,000	1,000	1,000	1,000	1,000
JUNO BEACH HISTORICAL SOCIETY	$1,000	1,000	1,000	1,000	1,000	500	500	500	3,000	0
MARINELIFE CENTER	$5,000	5,000	5,000	5,000	5,000	5,000	10,000	6,000	6,000	5,000
HISTORICAL SOCIETY OF PALM BEACH COUNTY	$500	500	500	500	500	250	0	0	0	0
LOXAHATCHEE RIVER HISTORICAL SOCIETY	$250	250	250	250	250	250	250	250	0	0
PROJECT GRADUATION W.T. DWYER	$0	0	400	400	400	400	400	400	400	400
PROJECT GRADUATION JUPITER HIGHER SCHOOL	$0	0	400	400	400	400	400	400	400	400
BUSCH WILDLIFE SANCTUARY	$1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	500
ONE-TIME CONTRIBUTIONS	$0	0	0	0	0	0	690	1,000	0	1,600
TOTAL CONTRIBUTIONS	**$ 11,500**	**$ 11,500**	**$ 10,300**	**$ 10,300**	**$ 10,050**	**$ 9,800**	**$ 15,240**	**$ 11,550**	**$ 12,800**	**$ 9,650**

Any questions or suggested changes?

Staff requests a motion to Approve the Contributions for FY 2025-2026.

DISCUSSION ON LEGISLATIVE BUDGET & MOTION

FINANCE & ADMINISTRATION CHANGES

Increased budget for IT consulting to $60,000, based on results of recent RFP

Budgeted to purchase a new cabinet for the town's historical records.

Budgeting for quarterly staff luncheons instead of annual holiday party which was not well attended. (Strategic Plan Goal AE1)

Budgeting for $5,000 for Baldrige Organizational Excellence training for leadership staff. (Strategic Plan Goal AE5)

Budgeted $10,000 for website refresh.

FINANCE & ADMINISTRATION CHANGES

- Added $4,000 to purchase artificial Christmas tree and decorations (was previously capital project).
- Removed “Text My Gov” subscription since new website will have similar feature.
- Budgeted $5,000 for additional staff training – leadership, supervision, etc.

DISCUSSION ON FINANCE & ADMINISTRATIVE BUDGET

Any questions or suggested changes?

	FISCAL YEAR	FISCAL YEAR	PERCENT	AMOUNT
COMPREHENSIVE PLANNING	2023-2024	2025-2026	CHANGED	CHANGED
Salaries	$568,300	$526,960	-7.27%	($41,340)
Employee Benefits	190,294	192,236	1.02%	1,942
Professional Fees	1,054,000	929,000	-11.86%	(125,000)
Operating Expenses	71,700	76,200	6.28%	4,500
Capital Outlay	7,500	98,500	1213.33%	91,000
TOTAL COMPREHENSIVE PLANNING	1,891,794	1,822,896	-3.64%	(68,898)
LAW ENFORCEMENT				
Salaries	1,989,200	2,144,204	7.79%	155,004
Employee Benefits	1,035,402	1,157,641	11.81%	122,239
Professional Fees	53,700	7,150	-86.69%	(46,550)
Operating Expenses	418,700	425,170	1.55%	6,470
Capital Outlay	268,000	196,634	-26.63%	(71,366)
TOTAL LAW ENFORCEMENT	3,765,002	3,930,799	4.40%	165,797

COMPREHENSIVE PLANNING CHANGES

Updated Consultants Budget to $298,000 based on revised estimates:

- $45,000 for Hybrid Comp EAR
- $25,000 for Community Rating System (CRS) consultant
- $5,000 for GIS
- $115,000 for Master Plan Implementation
- $55,000 for Architectural Pattern Book
- $53,000 for Code Rewrites

DISCUSSION ON COMPREHENSIVE PLANNING BUDGET

Any questions or suggested changes?

LAW ENFORCEMENT CHANGES



PBA negotiations are continuing



Added an estimate for FTO, OIC and shift pay

DISCUSSION ON LAW ENFORCEMENT BUDGET

Any questions or suggested changes?

PUBLIC WORKS	FISCAL YEAR 2023-2024	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
Salaries	$368,250	$384,476	4.41%	$16,226
Employee Benefits	146,155	165,441	13.20%	19,286
Professional Fees	20,000	10,000	-50.00%	(10,000)
Operating Expenses	604,810	705,854	16.71%	101,044
Capital Outlay	1,414,000	305,814	-78.37%	(1,108,186)
TOTAL PUBLIC WORKS	2,553,215	1,571,585	-38.45%	(981,630)
GENERAL GOVERNMENT				
Insurance	440,000	567,000	28.86%	127,000
Town Debt Service	0	0	0.00%	0
Contingency	650,000	0	-100.00%	(650,000)
TOTAL GENERAL GOVERNMENT	1,090,000	567,000	-47.98%	(523,000)
TOTAL EXPENDITURES	$10,785,377	$10,544,270	-2.24%	($241,107)

PUBLIC WORKS CHANGES

Increased Repair and Maintenance budget to $25,000

DISCUSSION ON PUBLIC WORKS BUDGET

Any questions or suggested changes?

DISCUSSION ON GENERAL GOVERNMENT BUDGET

Any questions or suggested changes?

As this is the first budget year with our new Town Manager and new Finance/HR Director, we have already identified some areas of improvement for next year's budget process.

We will be starting the process earlier, with the first presentation in May instead of June to give everyone more time.

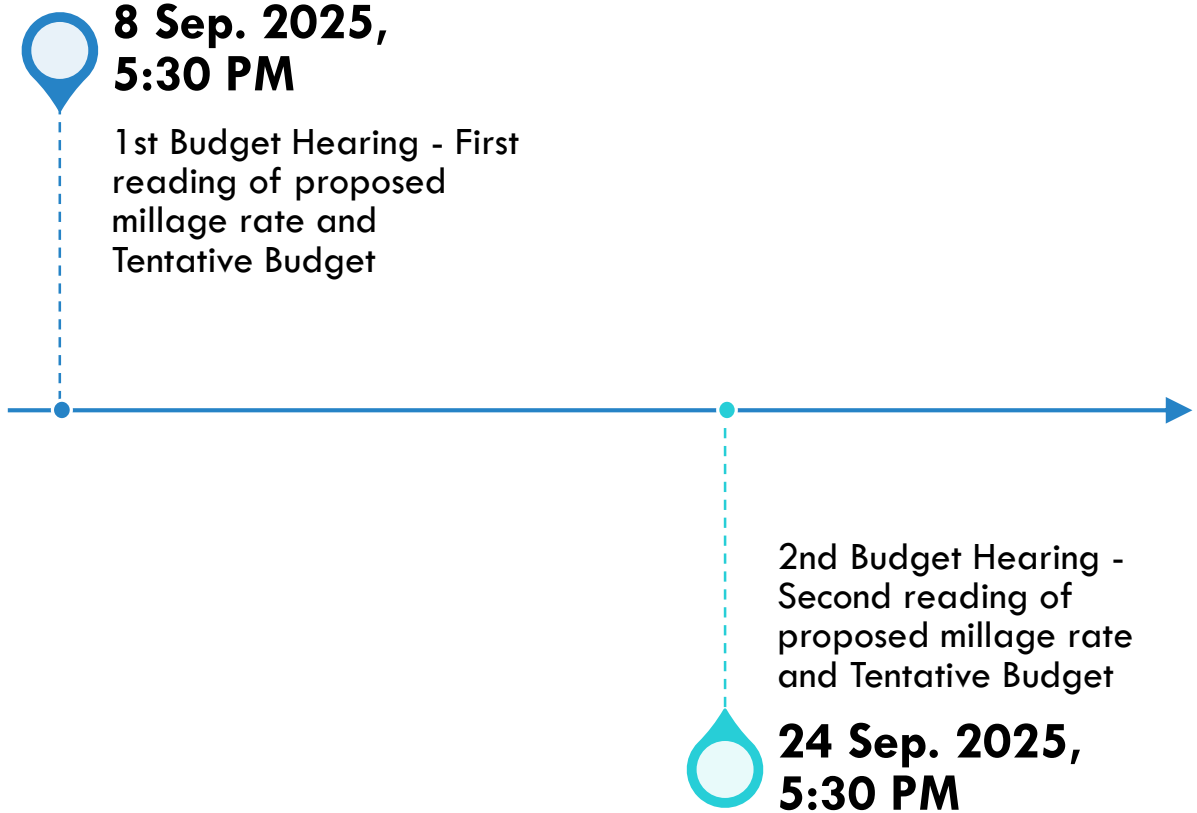
We will be proposing having Budget workshops in July and August; to have more detailed discussions so we aren't rushed during town council meetings. Department Directors will be presenting their own department budgets.

We are open to other suggestions on how we can make the budget process better for FY 2026-2027.

CHANGES FOR NEXT YEAR'S PROCESS

BUDGET CALENDAR

FUTURE STEPS



IN CONCLUSION

Staff will make the changes that were requested tonight and then present the final budget at the September budget hearings.

GENERAL FUND REVENUES	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
31110 PROPERTY TAX	4,226,420	0	4,226,420	4,594,375	8.71%
(REVENUE BASED ON A 1.8195 MILLAGE RATE per $1,000 APPLIED TO $2,630,287,314 OF TAXABLE PROPERTY VALUE LESS 4.0% DISCOUNT)					
(THIS MILLAGE RATE REPRESENTS A % TAX INCREASE, IT IS ALSO 0.00% LOWER THAN THE FY2024 RATE OF 1.8195.)					
31116 PROPERTY TAX - INTEREST	2,500	0	2,500	1,000	-60.00%
31120 DELINQUENT PROPERTY TAX	2,500	0	2,500	1,000	-60.00%
31241 LOCAL OPTION GAS TAX	57,283	0	57,283	58,000	1.25%
31260 ONE-CENT SURTAX	305,851	0	305,851	125,000	-59.13%
31410 UTILITY TAX	515,000	0	515,000	575,000	11.65%
31430 WATER - UTILITY TAX	195,000	0	195,000	200,000	2.56%
31510 COMMUNICATION SERV TAX	243,364	0	243,364	244,000	0.26%
31600 LOCAL BUSINESS TAX RECEIPTS	70,000	0	70,000	50,000	-28.57%
32200 BUILDING PERMITS	1,100,000	0	1,100,000	1,000,000	-9.09%
32370 SOLID WASTE - FRANCHISE FEE	100,000	0	100,000	100,000	0.00%
32520 SOLID WASTE ASSESSMENT	118,500	0	118,500	151,000	27.43%
32920 ZONING PERMITS & FEES	36,950	0	36,950	40,000	8.25%
32925 SITE PLAN PROCESS	1,000	0	1,000	0	-100.00%
32950 POLICE PERMITS & FEES	3,500	0	3,500	3,000	-14.29%
33000 GRANTS	577,500	0	577,500	337,499	-41.56%
33512 STATE REVENUE SHARING	133,079	0	133,079	125,000	-6.07%
33514 MOBILE HOME LICENSES	1,000	0	1,000	1,000	0.00%
33515 ALCOHOLIC BEVERAGE LIC.	7,000	0	7,000	8,000	14.29%
33518 1/2 CENT SALES TAX	379,000	0	379,000	350,000	-7.65%
33540 MOTOR FUEL TAX REBATE	3,500	0	3,500	2,500	-28.57%
33820 COUNTY BUSINESS TAX RECEIPTS	10,500	0	10,500	5,000	-52.38%
33830 SOLID WASTE AUTHORITY	2,000	0	2,000	0	-100.00%
34000 CHARGES FOR SERVICES (ADMIN)	2,500	0	2,500	500	-80.00%
34000 CHARGES FOR SERVICES (P&Z)	2,500	0	2,500	2,500	0.00%
34000 CHARGES FOR SERVICES	30,000	0	30,000	15,000	-50.00%
34700 COMMUNITY ACTIVITIES	5,000	0	5,000	2,000	-60.00%
35400 VIOLATION OF ORDINANCE	18,000	0	18,000	12,000	-33.33%
35900 COURT FINES	5,000	0	5,000	2,500	-50.00%
35910 LAW ENFORCEMENT EDUCAT.	500	0	500	500	0.00%
35999 FORFEITURES; $12.50 RADIO INTEROP.	2,000	0	2,000	1,000	-50.00%
36110 INVESTMENT EARNINGS	250,000	0	250,000	500,000	100.00%
36600 CONTRIBUTIONS	15,000	0	15,000	8,000	-46.67%
36900 MISCELLANEOUS REVENUE	55,000	0	55,000	50,000	-9.09%
36950 CREDIT CARD PROCESSING	0	0	0	20,000	#DIV/0!
36980 WATER IMPROVEMENT FEES	16,000	0	16,000	30,000	87.50%
36981 SEWER IMPROVEMENT FEES	0	0	0	10,000	#DIV/0!
38903 RESERVES-IMPACT FEES-ADMIN	30,000	0	30,000	0	-100.00%
38904 RESERVES-IMPACT FEES-POLICE	8,840	0	8,840	0	-100.00%
38905 RESERVES-FORFEITURE FUND	10,000	0	10,000	0	-100.00%
38906 RESERVES-CAPITAL PROJECTS	0	0	0	0	#DIV/0!
38902 RESERVES-CONTRIBUTIONS	111,581	0	111,581	100,000	-10.38%
38900 RESERVES-ONE-CENT SURTAX	566,649	0	566,649	569,134	0.44%
389XX RESERVES-BUILDING RESERVE	0	0	0	91,000	#DIV/0!
389XX RESERVES-POLICE RESERVE	0	0	0	16,000	#DIV/0!
38910 F/B-ASSIGNED SUBSEQUENT YEAR	1,565,360	0	1,565,360	1,142,761	-27.00%
TOTAL REVENUES	**10,785,377**	**0**	**10,785,377**	**10,544,270**	**-2.24%**

LEGISLATIVE FUND/DEPARTMENT #01511	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
11000 EXECUTIVE PAY	*42,000*	0	*42,000*	*43,269*	3.02%
21000 FICA TAXES	*3,213*	0	*3,213*	*3,310*	3.02%
SUBTOTAL-SALARIES	45,213	0	45,213	*46,579*	3.02%
31200 TOWN ATTORNEY FEES - ADMIN	0	0	0	*120,000*	#DIV/0!
31200 TOWN ATTORNEY FEES - P&Z	0	0	0	*40,000*	#DIV/0!
31200 TOWN ATTORNEY FEES - POLICE	0	0	0	*10,000*	#DIV/0!
31200 TOWN ATTORNEY FEES - HR	0	0	0	*20,000*	#DIV/0!
40000 TRAVEL & PER DIEM	*9,000*	0	*9,000*	*11,500*	27.78%
47000 PRINTING & BINDING	*0*	0	*0*	*750*	#DIV/0!
49000 OTHER CURRENT CHARGES	*3,500*	0	*3,500*	*2,000*	-42.86%
52400 UNIFORMS	*0*	0	*0*	*1,000*	#DIV/0!
57000 CONTRIBUTIONS	*0*	0	*0*	*11,500*	#DIV/0!
SUBTOTAL-OPERATING EXPENSES	12,500	0	12,500	*216,750*	1634.00%
DEPARTMENT TOTALS	***57,713***	***0***	***57,713***	***263,329***	**356.27%**

FINANCE & ADMINISTRATION FUND/DEPARTMENT #01513	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
12000 PAYROLL					
SALARY AND WAGES	723,000	0	723,000	869,742	20.30%
OTHER PAYROLL EXPENSES					
Overtime	4,000	0	4,000	5,000	25.00%
SUBTOTAL-SALARIES	727,000	0	727,000	874,742	20.32%
21000 FICA TAXES	55,616	0	55,616	66,918	20.32%
22000 RETIREMENT CONTRIBUTION	81,600	0	81,600	96,724	18.53%
23000 INSURANCE BENEFITS	96,097	0	96,097	105,600	9.89%
24000 WORKERS' COMPENSATION	1,441	0	1,441	1,528	6.00%
SUBTOTAL-EMPLOYEE BENEFITS	234,754	0	234,754	270,770	15.34%
31200 TOWN ATTORNEY FEES	40,000	0	40,000	0	-100.00%
31300 CONSULTANTS, & I.T. FEES	60,000	0	60,000	336,750	461.25%
32000 ACCOUNTING & AUDITING	30,000	0	30,000	30,000	0.00%
SUBTOTAL-PROFESSIONAL FEES	130,000	0	130,000	366,750	182.12%
40000 TRAVEL & PER DIEM	6,000	0	6,000	10,000	66.67%
40200 CAR ALLOWANCE	6,000	0	6,000	6,000	0.00%
40500 CELL PHONE ALLOWANCE	1,200	0	1,200	1,200	0.00%
41000 COMMUNICATION SERVICES	6,500	0	6,500	7,000	7.69%
42000 POSTAGE & FREIGHT	1,800	0	1,800	5,000	177.78%
46600 SERVICE CONTRACTS	41,000	0	41,000	55,000	34.15%
47000 PRINTING & BINDING	1,250	0	1,250	1,500	20.00%
47100 ORDINANCE CODIFICATION	5,000	0	5,000	3,000	-40.00%
47200 NEWSLETTER	15,000	0	15,000	10,000	-33.33%
48000 COMMUNITY ACTIVITIES/PROMOTIONAL	19,000	0	19,000	20,000	5.26%
49000 OTHER CURRENT CHARGES	12,000	0	12,000	24,000	100.00%
49200 ELECTION EXPENSE	30,000	0	30,000	60,000	100.00%
49300 LEGAL NOTICES	8,000	0	8,000	6,000	-25.00%
49750 FURNISHING, CHAIRS, ERGO, ETC	0	0	0	10,000	#DIV/0!
51000 OFFICE SUPPLIES	1,500	0	1,500	5,000	233.33%
52400 UNIFORMS	0	0	0	1,200	#DIV/0!
52500 COMPUTER SUPPLIES	6,000	0	6,000	8,000	33.33%
54000 BOOKS & PUBLICATIONS	1,350	0	1,350	1,500	11.11%
54100 TRAINING	6,000	0	6,000	18,000	200.00%
54300 DUES	13,000	0	13,000	14,000	7.69%
57000 CONTRIBUTIONS	10,300	0	10,300	0	-100.00%
SUBTOTAL-OPERATING EXPENSES	190,900	0	190,900	266,400	39.55%
64200 COMPUTER AND EQUIPMENT	75,000	0	75,000	5,000	-93.33%
64600 FURNITURE & FIXTURES	70,000	0	70,000	0	-100.00%
63800 PROJECTS - KAGAN PARK PLAYGROUND	0	0	0	225,000	
63800 PROJECTS - SOUTH LITTORAL SHELF (PBC)	0	0	0	50,000	
63800 PROJECTS - CHICKEE HUTS RE-THATCH	0	0	0	15,000	#DIV/0!
63800 PROJECT - JB0 RENNOVATION	0	0	0	210,000	
63800 PROJECTS - SILENT ALARM FOR DOWNSTAIR	0	0	0	25,000	#DIV/0!
63800 PROJECTS - GAZEBO REPAIR	0	0	0	80,000	
SUBTOTAL-CAPITAL OUTLAY	145,000	0	145,000	610,000	320.69%
DEPARTMENT TOTALS	**1,427,654**	**0**	**1,427,654**	**2,388,662**	**67.31%**

COMPREHENSIVE PLANNING FUND/DEPARTMENT #01515	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
12000 PAYROLL					
SALARY AND WAGES	*565,300*	0	*565,300*	*523,260*	-7.44%
OTHER PAYROLL EXPENSES					
Overtime	*3,000*	0	*3,000*	*3,700*	23.33%
SUBTOTAL-SALARIES	568,300	0	568,300	526,960	-7.27%
21000 FICA TAXES	*43,475*	0	*43,475*	*40,312*	-7.27%
22000 RETIREMENT CONTRIBUTION	*55,530*	0	*55,530*	*52,326*	-5.77%
23000 INSURANCE BENEFITS	*85,536*	0	*85,536*	*93,500*	9.31%
24000 WORKERS' COMPENSATION	*5,752*	0	*5,752*	*6,097*	6.00%
SUBTOTAL-EMPLOYEE BENEFITS	190,293	0	190,293	192,236	1.02%
31100 ENGINEERING FEES	*30,000*	0	*30,000*	*30,000*	0.00%
31200 TOWN ATTORNEY FEES	*36,000*	0	*36,000*	*0*	-100.00%
31300 CONSULTANTS & I.T. FEES	*437,000*	0	*437,000*	*298,000*	-31.81%
31400 CHARETTE	*1,000*	0	*1,000*	*1,000*	0.00%
31600 BUILDING OFFICIAL SERVICES	*550,000*	0	*550,000*	*600,000*	9.09%
SUBTOTAL-PROFESSIONAL FEES	1,054,000	0	1,054,000	929,000	-11.86%
40000 TRAVEL & PER DIEM	*4,000*	0	*4,000*	*4,000*	0.00%
41000 COMMUNICATION SERVICES	*6,500*	0	*6,500*	*6,500*	0.00%
42000 POSTAGE & FREIGHT	*1,500*	0	*1,500*	*1,500*	0.00%
46000 REPAIR & MAINTENANCE	*3,000*	0	*3,000*	*3,000*	0.00%
46600 SERVICE CONTRACTS	*20,000*	0	*20,000*	*22,000*	10.00%
47000 PRINTING & BINDING	*2,000*	0	*2,000*	*2,000*	0.00%
49000 OTHER CURRENT CHARGES	*3,500*	0	*3,500*	*0*	-100.00%
49050 CREDIT CARD PROCESSING FEES	*15,000*	0	*15,000*	*20,000*	33.33%
49750 FURNISHING, CHAIRS, ERGO, ETC	*0*	0	*0*	*1,000*	#DIV/0!
51000 OFFICE SUPPLIES	*1,500*	0	*1,500*	*1,500*	0.00%
52200 FUEL	*3,200*	0	*3,200*	*3,200*	0.00%
52500 COMPUTER SUPPORT	*3,500*	0	*3,500*	*3,500*	0.00%
54100 TRAINING	*6,000*	0	*6,000*	*6,000*	0.00%
54300 DUES	*2,000*	0	*2,000*	*2,000*	0.00%
SUBTOTAL-OPERATING EXPENSES	71,700	0	71,700	76,200	6.28%
62700 BUILDING IMPROVEMENT	*0*	0	*0*	*84,000*	#DIV/0!
62700 BUILDING IMPROVEMENT	*0*	0	*0*	*7,000*	#DIV/0!
64200 COMPUTER AND EQUIPMENT	*7,500*	0	*7,500*	*7,500*	0.00%
SUBTOTAL-CAPITAL OUTLAY	7,500	0	7,500	98,500	1213.33%
DEPARTMENT TOTALS	***1,891,793***	***0***	***1,891,793***	***1,822,896***	**-3.64%**

LAW ENFORCEMENT FUND/DEPARTMENT #01521	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
12000 PAYROLL					
SALARY AND WAGES	1,781,440	0	1,781,440	1,900,764	6.70%
OTHER PAYROLL EXPENSES					
Xtra Duty	32,000	0	32,000	0	-100.00%
Overtime	60,000	0	60,000	75,000	25.00%
FTO, OIC & SHIFT PAY	0	0	0	35,000	#DIV/0!
Holiday Pay and Holiday Worked Pay	101,200	0	101,200	120,000	18.58%
Cleaning Allowances	14,560	0	14,560	13,440	-7.69%
SUBTOTAL-SALARIES	1,989,200	0	1,989,200	2,144,204	7.79%
21000 FICA TAXES	152,174	0	152,174	164,032	7.79%
22000 RETIREMENT CONTRIBUTION	620,136	0	620,136	705,760	13.81%
23000 INSURANCE BENEFITS	224,300	0	224,300	246,730	10.00%
24000 WORKERS' COMPENSATION	38,792	0	38,792	41,119	6.00%
SUBTOTAL-EMPLOYEE BENEFITS	1,035,402	0	1,035,402	1,157,641	11.81%
31200 TOWN ATTORNEY FEES	5,700	0	5,700	0	-100.00%
31300 CONSULTANTS, ACCREDITATION, I.T.	43,000	0	43,000	0	-100.00%
31550 ACCREDIDATION-RECERTIFICATION	0	0	0	650	#DIV/0!
31700 MEDICAL/EMPLOYEES	2,000	0	2,000	2,000	0.00%
35000 INVESTIGATIONS	3,000	0	3,000	4,500	50.00%
SUBTOTAL-PROFESSIONAL FEES	53,700	0	53,700	7,150	-86.69%
40000 TRAVEL & PER DIEM	5,500	0	5,500	8,000	45.45%
41000 COMMUNICATION SERVICES	17,000	0	17,000	36,000	111.76%
41500 DISPATCH SERVICES	159,000	0	159,000	166,950	5.00%
42000 POSTAGE & FREIGHT	1,000	0	1,000	1,000	0.00%
46000 REPAIR & MAINTENANCE	30,000	0	30,000	37,500	25.00%
46300 MAINT-SPEEDOMETER CALIB.	1,000	0	1,000	0	-100.00%
46400 MAINT-SUPPLIES/TIRES	6,500	0	6,500	0	-100.00%
46600 SERVICE CONTRACTS	35,000	0	35,000	36,720	4.91%
47000 PRINTING & BINDING	1,000	0	1,000	1,000	0.00%
48000 COMMUNITY ACTIVITIES/PROMOTIONAL	0	0	0	7,000	#DIV/0!
49000 OTHER CURRENT CHARGES	15,000	0	15,000	0	-100.00%
51000 OFFICE SUPPLIES	2,700	0	2,700	5,700	111.11%
52100 CRIME PREVENTION	5,000	0	5,000	0	-100.00%
52200 FUEL	64,500	0	64,500	55,000	-14.73%
52300 MATERIALS & SUPPLIES	4,000	0	4,000	14,000	250.00%
52400 UNIFORMS	17,500	0	17,500	20,000	14.29%
52500 COMPUTER SUPPLIES/SERVICE	10,000	0	10,000	5,000	-50.00%
52600 K9	0	0	0	5,000	#DIV/0!
54000 BOOKS & PUBLICATIONS	1,500	0	1,500	1,000	-33.33%
54100 TRAINING	16,500	0	16,500	16,500	0.00%
54200 HIGH LIABILITY TRAINING	7,000	0	7,000	7,000	0.00%
54300 DUES	19,000	0	19,000	1,800	-90.53%
SUBTOTAL-OPERATING EXPENSES	418,700	0	418,700	425,170	1.55%
64200 COMPUTER AND EQUIPMENT	25,000	0	25,000	20,000	-20.00%
64300 VEHICLES	140,000	0	140,000	160,634	14.74%
62700 BUILDING IMPROVEMENT	0	0	0	16,000	#DIV/0!
64900 EQUIPMENT	103,000	0	103,000	0	-100.00%
SUBTOTAL-CAPITAL OUTLAY	268,000	0	268,000	196,634	-26.63%
DEPARTMENT TOTALS	**3,765,002**	**0**	**3,765,002**	**3,930,799**	**4.40%**

PUBLIC WORKS FUND/DEPARTMENT #01539	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
12000 PAYROLL					
SALARY AND WAGES	358,250	0	358,250	378,476	5.65%
OTHER PAYROLL EXPENSES					
Overtime	10,000	0	10,000	6,000	-40.00%
SUBTOTAL-SALARIES	368,250	0	368,250	384,476	4.41%
21000 FICA TAXES	28,171	0	28,171	29,412	4.41%
22000 RETIREMENT CONTRIBUTION	40,125	0	40,125	50,859	26.75%
23000 INSURANCE BENEFITS	65,975	0	65,975	72,572	10.00%
24000 WORKERS' COMPENSATION	11,885	0	11,885	12,598	6.00%
SUBTOTAL-EMPLOYEE BENEFITS	146,155	0	146,155	165,441	13.20%
31300 CONSULTANT FEES	20,000	0	20,000	10,000	-50.00%
SUBTOTAL-PROFESSIONAL FEES	20,000	0	20,000	10,000	-50.00%
34100 CONTRACT SERVICES-LAKE	24,250	0	24,250	10,000	-58.76%
34200 CONTRACT SERVICES-BLDG.	24,250	0	24,250	39,300	62.06%
34300 LANDSCAPING MAINTENANCE	32,500		32,500	50,000	53.85%
34400 CONTRACT - LANDSCAPING	127,660	0	127,660	157,600	23.45%
34600 STREET SWEEPING	0	0	0	2,304	#DIV/0!
34800 SOLID WASTE ASSESSMENTS	128,500	0	128,500	151,000	17.51%
40000 TRAVEL & PER DIEM	2,000	0	2,000	4,000	100.00%
41000 COMMUNICATION SERVICES	6,000	0	6,000	6,000	0.00%
43000 UTILITY SRV-ELECTRICITY	26,500	0	26,500	25,000	-5.66%
43100 UTILITY SRV-ELECTRICITY	68,000	0	68,000	68,200	0.29%
43300 UTILITY SRV-WATER/SEWER	3,150	0	3,150	3,200	1.59%
43400 UTILITY SRV-WATER	13,750	0	13,750	13,750	0.00%
43800 STORM WATER-NPDES	9,500	0	9,500	32,000	236.84%
43900 WASTE DISPOSAL	4,000	0	4,000	6,000	50.00%
44100 RENTALS & LEASES	1,000	0	1,000	1,000	0.00%
46000 REPAIR / MAINTENANCE	15,000	0	15,000	25,000	66.67%
46100 BUILDING MAINTENANCE	50,000	0	50,000	30,000	-40.00%
46310 PLAYGROUND EQUIP. REPAIR/MAINT	0	0	0	5,000	#DIV/0!
46350 LIGHTS, ELECTRIC, SIGNS	0	0	0	4,000	#DIV/0!
48000 PROMOTIONAL ACTIVITIES	1,000	0	1,000	1,500	50.00%
49000 OTHER CURRENT CHARGES	10,000	0	10,000	8,500	-15.00%
49340 DONATION EXPENSES	2,500	0	2,500	1,500	-40.00%
49360 AMENITY IMPROVEMENTS	12,500	0	12,500	2,000	-84.00%
49370 SIDEWALKS	0	0	0	5,000	#DIV/0!
49375 FENCES	0	0	0	5,000	#DIV/0!
49500 INCIDENT MANAGEMENT	2,500	0	2,500	4,500	80.00%
49700 SMALL EQUIPMENT	2,500	0	2,500	3,000	20.00%
49750 FURNISHING, CHAIRS, ERGO, ETC	0	0	0	1,500	#DIV/0!
52200 FUEL	11,000	0	11,000	12,500	13.64%
52300 MATERIALS & SUPPLIES	9,000	0	9,000	12,000	33.33%
52400 UNIFORMS	1,500	0	1,500	2,000	33.33%
52500 COMPUTER SUPPORT	1,250	0	1,250	1,500	20.00%
53000 ROAD MAINTENANCE & SUPPLIES	14,000	0	14,000	7,500	-46.43%
54000 BOOKS & PUBLICATIONS	0	0	0	500	#DIV/0!
54100 TRAINING	1,000	0	1,000	4,000	300.00%
SUBTOTAL-OPERATING EXPENSES	604,810	0	604,810	705,854	16.71%

PUBLIC WORKS FUND/DEPARTMENT #01539	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
62700 TOWN CENTER	330,000	0	330,000	120,000	-63.64%
63400 KAGAN PARK	225,000	0	225,000		-100.00%
63600 LANDSCAPE ENHANCEMENTS	265,000	0	265,000	21,594	-91.85%
63800 PROJECT - SIDEWALK PAVERS	0	0	0	75,000	#DIV/0!
63800 PROJECT - PUBLIC WORKS	0	0	0	33,220	#DIV/0!
63800 PROJECT -	24,000	0	24,000		-100.00%
63800 PROJECTS	50,000	0	50,000		-100.00%
63800 PROJECTS	90,000	0	90,000		-100.00%
63900 STORMWATER IMPROVEMENTS	50,000	0	50,000		-100.00%
63900 PROJECTS	350,000	0	350,000	0	-100.00%
64000 TOOLS AND EQUIPMENT	30,000	0	30,000	6,000	-80.00%
64300 VEHICLES	0	0	0	50,000	#DIV/0!
SUBTOTAL-CAPITAL OUTLAY	1,414,000	0	1,414,000	305,814	-78.37%
DEPARTMENT TOTALS	**2,553,215**	**0**	**2,553,215**	**1,571,585**	**-38.45%**

GENERAL GOVERNMENT FUND/DEPARTMENT #01595	FY 24-25 Budget	FY 24-25 TRANSFERS	FY 24-25 REVISED	FY 25-26 DRAFT BUDGET	PERCENT CHANGED
23100 HEALTH INSURANCE	*150,000*	0	*150,000*	*242,000*	61.33%
45000 INSURANCE	*290,000*	0	*290,000*	*325,000*	12.07%
71000 DEBT SERVICE	*0*	0	*0*	*0*	0.00%
99900 CONTINGENCY	*650,000*	0	*650,000*	*0*	-100.00%
DEPARTMENT TOTALS	**1,090,000**	**0**	**1,090,000**	**567,000**	**-47.98%**
TOTAL EXPENDITURES	**10,785,377**	**(0)**	**10,785,377**	**10,544,270**	**-2.24%**

TOWN OF JUNO BEACH
ANNUAL BUDGET
FOR FISCAL YEAR ENDING SEPTEMBER 30, 2026

GENERAL FUND

REVENUES	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
Ad Valorem Taxes	$4,231,420	$4,596,375	8.62%	$364,955
Local Option, Use & Fuel Taxes	57,283	58,000	1.25%	717
One-Cent Discretionary Surtax	305,851	125,000	-59.13%	(180,851)
Utility Services Taxes	953,364	1,019,000	6.88%	65,636
Local Business Tax	70,000	50,000	-28.57%	(20,000)
Building Permits	1,100,000	1,000,000	-9.09%	(100,000)
Franchise Fees	100,000	100,000	0.00%	0
Permits, Fees & Special Assessments	159,950	194,000	21.29%	34,050
Grants	577,500	337,499	-41.56%	(240,001)
Intergovernmental Revenue	536,079	491,500	-8.32%	(44,579)
Charges for Services	40,000	17,500	-56.25%	(22,500)
Fines and Forfeitures	25,500	16,000	-37.25%	(9,500)
Investment Earnings	250,000	500,000	100.00%	250,000
Miscellaneous	86,000	120,500	40.12%	34,500
From Impact Fees-Restricted	38,840	0	-100.00%	(38,840)
From Forfeiture Fund-Restricted	10,000	0	-100.00%	(10,000)
From Contributions-Restricted	111,581	100,000	-10.38%	(11,581)
From One-Cent Surtax-Restricted	566,649	569,134	0.44%	2,485
From Assigned/Unassigned Fund Balance	1,565,360	1,249,761	-20.16%	(315,599)
TOTAL REVENUES	$10,785,377	$10,544,270	-2.24%	($241,107)

EXPENDITURES BY DEPARTMENT

LEGISLATIVE	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
Salaries	$42,000	$43,269	3.02%	$1,269
Employee Benefits	3,213	3,310	3.02%	97
Operating Expenses	12,500	216,750	1634.00%	204,250
TOTAL LEGISLATIVE	57,713	263,329	356.27%	205,616
FINANCE & ADMINISTRATION				
Salaries	727,000	874,742	20.32%	147,742
Employee Benefits	234,753	270,770	15.34%	36,017
Professional Fees	130,000	366,750	182.12%	236,750
Operating Expenses	190,900	266,400	39.55%	75,500
Capital Outlay	145,000	610,000	320.69%	465,000
TOTAL FINANCE & ADMINISTRATION	1,427,653	2,388,662	67.31%	961,009

TOWN OF JUNO BEACH
ANNUAL BUDGET
FOR FISCAL YEAR ENDING SEPTEMBER 30, 2026

	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
COMPREHENSIVE PLANNING				
Salaries	$568,300	$526,960	-7.27%	($41,340)
Employee Benefits	190,294	192,236	1.02%	1,942
Professional Fees	1,054,000	929,000	-11.86%	(125,000)
Operating Expenses	71,700	76,200	6.28%	4,500
Capital Outlay	7,500	98,500	1213.33%	91,000
TOTAL COMPREHENSIVE PLANNING	1,891,794	1,822,896	-3.64%	(68,898)
LAW ENFORCEMENT				
Salaries	1,989,200	2,144,204	7.79%	155,004
Employee Benefits	1,035,402	1,157,641	11.81%	122,239
Professional Fees	53,700	7,150	-86.69%	(46,550)
Operating Expenses	418,700	425,170	1.55%	6,470
Capital Outlay	268,000	196,634	-26.63%	(71,366)
TOTAL LAW ENFORCEMENT	3,765,002	3,930,799	4.40%	165,797

	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
PUBLIC WORKS				
Salaries	$368,250	$384,476	4.41%	$16,226
Employee Benefits	146,155	165,441	13.20%	19,286
Professional Fees	20,000	10,000	-50.00%	(10,000)
Operating Expenses	604,810	705,854	16.71%	101,044
Capital Outlay	1,414,000	305,814	-78.37%	(1,108,186)
TOTAL PUBLIC WORKS	2,553,215	1,571,585	-38.45%	(981,630)
GENERAL GOVERNMENT				
Insurance	440,000	567,000	28.86%	127,000
Town Debt Service	0	0	0.00%	0
Contingency	650,000	0	-100.00%	(650,000)
TOTAL GENERAL GOVERNMENT	1,090,000	567,000	-47.98%	(523,000)
TOTAL EXPENDITURES	$10,785,377	$10,544,270	-2.24%	($241,107)

TOWN OF JUNO BEACH
ANNUAL BUDGET
FOR FISCAL YEAR ENDING SEPTEMBER 30, 2026

GENERAL FUND

	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
REVENUES				
Ad Valorem Taxes	4,231,420	4,596,375	9%	$ 364,955
Other Taxes	1,386,498	1,252,000	-10%	$ (134,498)
Permits and Fees	1,359,950	1,294,000	-5%	$ (65,950)
Grants	577,500	337,499	-42%	$ (240,001)
Intergovernmental Revenue	536,079	491,500	-8%	$ (44,579)
Miscellaneous	151,500	154,000	2%	$ 2,500
Investment Earnings	250,000	500,000	100%	$ 250,000
From Restricted	727,070	669,134	-8%	$ (57,936)
From Assigned/Unassigned Fund Balanc	1,565,360	1,249,761	-20%	$ (315,599)
TOTAL REVENUES	10,785,377	10,544,270	-2.2%	$ (241,107)

EXPENDITURES BY TYPE	FISCAL YEAR 2024-2025	FISCAL YEAR 2025-2026	PERCENT CHANGED	AMOUNT CHANGED
SALARIES				
LEGISLATIVE	42,000	43,269	3%	$ 1,269
FINANCE & ADMINISTRATION	727,000	874,742	20%	$ 147,742
COMPREHENSIVE PLANNING	568,300	526,960	-7%	$ (41,340)
LAW ENFORCEMENT	1,989,200	2,144,204	8%	$ 155,004
PUBLIC WORKS	368,250	384,476	4%	$ 16,226
TOTAL SALARIES	3,694,750	3,973,652	8%	$ 278,902
EMPLOYEE BENEFITS				
LEGISLATIVE	3,213	3,310	3%	$ 97
FINANCE & ADMINISTRATION	234,753	270,770	15%	$ 36,017
COMPREHENSIVE PLANNING	190,294	192,236	1%	$ 1,942
LAW ENFORCEMENT	1,035,402	1,157,641	12%	$ 122,239
PUBLIC WORKS	146,155	165,441	13%	$ 19,286
TOTAL EMPLOYEE BENEFITS	1,609,817	1,789,398	11%	$ 179,581
PROFESSIONAL FEES				
FINANCE & ADMINISTRATION	130,000	366,750	182%	$ 236,750
COMPREHENSIVE PLANNING	1,054,000	929,000	-12%	$ (125,000)
LAW ENFORCEMENT	53,700	7,150	-87%	$ (46,550)
PUBLIC WORKS	20,000	10,000	-50%	$ (10,000)
TOTAL PROFESSIONAL FEES	1,257,700	1,312,900	4%	$ 55,200
OPERATING EXPENSES				
LEGISLATIVE	12,500	216,750	1634%	$ 204,250
FINANCE & ADMINISTRATION	190,900	266,400	40%	$ 75,500
COMPREHENSIVE PLANNING	71,700	76,200	6%	$ 4,500
LAW ENFORCEMENT	418,700	425,170	2%	$ 6,470
PUBLIC WORKS	604,810	705,854	17%	$ 101,044
GENERAL GOVERNMENT	440,000	567,000	29%	$ 127,000
TOTAL OPERATING EXPENSES	1,738,610	2,257,374	30%	$ 518,764
CAPITAL OUTLAY				
FINANCE & ADMINISTRATION	145,000	610,000	321%	$ 465,000
COMPREHENSIVE PLANNING	7,500	98,500	1213%	$ 91,000
LAW ENFORCEMENT	268,000	196,634	-27%	$ (71,366)
PUBLIC WORKS	1,414,000	305,814	-78%	$ (1,108,186)
TOTAL CAPITAL OUTLAY	1,834,500	1,210,948	-34%	$ (623,552)
CONTINGENCY	650,000	0	-100%	$ (650,000)
TOTAL EXPENDITURES	10,785,377	10,544,270	-2.2%	(241,106)

AGENDA ITEM

Meeting Name: Town Council Meeting
Meeting Date: August 26, 2025
Prepared By: John Callaghan, Vice Mayor
Item Title: Discussion on Town Communications

DISCUSSION:

It's time to assess how well our town is presently carrying out its communication responsibilities, to decide if improvements should be made, and how to make them.

There are two main kinds of town communications to consider. Florida Statutes, the Town Charter and various ordinances mandate a limited number of official communications including notices of Town Council and Planning & Zoning meetings, public hearings, etc. Our Town Clerk's Job Description describes how he or she is to perform some of these tasks, including "Prepares, types, and publishes adopted ordinances, resolutions, commendations and legal notices required by law or ordinance". Other legal communication requirements are handled by our Town Manager either directly or by delegation to the appropriate town personnel.

The other types of town communications are many and varied and not necessarily required by law. They mainly exist to help carry out Council policies and Staff job responsibilities. They include our Website, YouTube Channel, Weekly Activity Report, Town emails, and Town Quarterly Newsletters.

Here's some examples of communications from other municipalities:

City of Pahokee, Florida - Pahokee, FL Facebook page (Population 5528)
Town of Lake Clarke Shores – Lake Clarke Shores, FL Instagram profile (population 3564)
Town of Ocean Ridge – Ocean Ridge, FL Nextdoor page (population 1830)
"Ask Your City Government" - Page, Arizona website feature (Population 7230)
Village Spotlights – Scarsdale, NY website feature (population 18,036)

RECOMMENDATION:

After Public Comments I believe our discussion this evening should start with each Council Member and the Town Manager taking **2 to 3 minutes** to state their overall opinion on **how well** WE (as a group including Council, Staff, Town Manager, Town Attorney, and the various subcontractors and consultants that work under our direction) are performing, and generally indicating **what improvements** should be made.

When evaluating our current communications, we may want to consider what exactly we should be communicating, and to whom. Only town government business? General news about businesses, non-profits, or volunteer groups in town? What audience should we be reaching – residents, property owners, business owners, visitors, the public?

Then our discussion should shift first to clarifying which existing communication areas we agree are OK as they, and **which ones need changes**. For example, should we start using additional Social Media accounts like Facebook, Instagram, Nextdoor, X (Twitter), Bluesky, or TikTok?

Then let's try to agree on **what** those changes should be, and **how to achieve them**. If we all stay on topic, we should be able to wrap up our discussion and action plans within 30 or 40 minutes, not counting the time for Public Comments.

Of course, that will leave plenty that we don't agree on, so we'll have to save those for another day!

TOWN OF JUNO BEACH
PAY RANGE SCHEDULE
FOR FISCAL YEAR 2025-2026

	PAY RANGE -ANNUAL		PAY RANGE -HOURLY		
FUNDED POSITIONS - 37	**Minimum**	**Maximum**	**Minimum**	**Maximum**	
Front Desk Receptionist	$ 34,192	$ 51,900	$ 16.44	$ 24.95	
Maintenance Worker I	$ 42,590	$ 66,022	$ 20.48	$ 31.74	
Permit/License Coordinator (2)	$ 47,322	$ 69,277	$ 22.75	$ 33.31	
Administrative Assistant to Town Clerk	$ 47,323	$ 69,277	$ 22.75	$ 33.31	
Maintenance Worker II	$ 48,007	$ 72,011	$ 23.08	$ 34.62	
Grounds Technician	$ 48,007	$ 72,011	$ 23.08	$ 34.62	
Administrative Coordinator	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Accounting Specialist (2)	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Planning Technician	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Police Services Coordinator	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Code Compliance Officer	$ 54,071	$ 79,485	$ 26.00	$ 43.46	**
Principal Planner*	$ 65,113	$ 100,925	$ 31.30	$ 48.52	
Police Officer (9)	$ 75,343	$ 111,072	$ 34.50	$ 50.86	
Deputy Public Works Director*	$ 76,725	$ 107,415	$ 36.89	$ 51.64	
Project/Risk Manager*	$ 82,546	$ 129,194	$ 39.69	$ 62.11	
Police Sergeant (5)	$ 88,988	$ 131,673	$ 40.75	$ 60.29	
Town Clerk*	$ 91,047	$ 132,990	$ 43.77	$ 63.94	
Public Works Director*	$ 97,185	$ 148,335	$ 46.72	$ 71.31	
Director of Planning & Zoning*	$ 102,658	$ 145,624	$ 49.35	$ 70.01	
Assistant Chief of Police*	$ 112,530	$ 158,565	$ 54.10	$ 76.23	
Finance/HR Director*	$ 118,668	$ 179,025	$ 57.05	$ 86.07	
Police Chief*	$ 122,760	$ 192,789	$ 59.02	$ 92.69	
Town Manager*	$ 126,683	$ 223,436	$ 60.91	$ 107.42	
UN-FUNDED POSITIONS					
Working Foreman	$ 51,289	$ 76,924	$ 24.66	$ 36.98	
Code Compliance Officer II	$ 56,138	$ 84,288	$ 26.99	$ 40.52	
Senior Planner	$ 58,202	$ 88,925	$ 27.98	$ 42.75	
Police Lieutenant*	$ 102,300	$ 143,220	$ 49.18	$ 68.86	

All wages are based on a 2,080 hour work year.
Exception: Police Officer and Police Sergeant - 2,184 hours per year per contract

Pursuant to the Town's Personnel Manual, Article IV, Section 29, the Town Council shall establish pay ranges for all positions. The Pay Range Schedule will include the position titles and the pay ranges and will take effect every October 1st with the adoption of the annual operating budget.

All pay ranges have been increased by 2.3% based on the June 2025 Consumer Price Index for the South - All Items from the Bureau of Labor Statistics.
Southeast Information Office CPI Card — June 2025

* Position is classified as exempt under the FLSA.

** The hourly range maximum has been temporarily increased to accommodate a long-tenured employee who is currently working a reduced-hours schedule.

Updated: 8/15/2025

TOWN OF JUNO BEACH CONTRIBUTION BUDGET & HISTORY

	FY 2026	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018	FY 2017
TOWN OF JUPITER - 4th OF JULY CELEBRATION	$1,000	$1,000	$1,000	$1,000	$750	$750	$750	$750	$750	$750
HOLIDAY BOAT PARADE	$250	250	250	250	250	250	250	250	250	0
FRIENDS OF THE ARTS	$2,500	2,500	500	500	500	1,000	1,000	1,000	1,000	1,000
JUNO BEACH HISTORICAL SOCIETY	$1,000	1,000	1,000	1,000	1,000	500	500	500	3,000	0
MARINELIFE CENTER	$5,000	5,000	5,000	5,000	5,000	5,000	10,000	6,000	6,000	5,000
HISTORICAL SOCIETY OF PALM BEACH COUNTY	$500	500	500	500	500	250	0	0	0	0
LOXAHATCHEE RIVER HISTORICAL SOCIETY	$250	250	250	250	250	250	250	250	0	0
PROJECT GRADUATION W.T. DWYER	$0	0	400	400	400	400	400	400	400	400
PROJECT GRADUATION JUPITER HIGHER SCHOOL	$0	0	400	400	400	400	400	400	400	400
BUSCH WILDLIFE SANCTUARY	$1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	500
ONE-TIME CONTRIBUTIONS	$0	0	0	0	0	0	690	1,000	0	1,600
TOTAL CONTRIBUTIONS	**$ 11,500**	**$ 11,500**	**$ 10,300**	**$ 10,300**	**$ 10,050**	**$ 9,800**	**$ 15,240**	**$ 11,550**	**$ 12,800**	**$ 9,650**

CAPITAL IMPROVEMENT PLAN
Fiscal Year 2025-2026 - Fiscal Year 2029-2030
Updated: 8/15/2025
(Categorized by Funding Source)

	Projected FY 2025-2026	Projected FY 2026-2027	Projected FY 2027- 2028	Projected FY 2028-2029	Projected FY 2029-2030	5-YEAR TOTAL
FUNDED BY: ONE-CENT SURTAX REVENUE						
FY25 Project - Kagan Park Playground Renovation (also restricted funds)	125,000					125,000
FY25 Project - Dune Walkover JB0 Renovation - drainage (grant)	137,500					137,500
FY25 Project - South Littoral Shelf Construction (PBC)	50,000					50,000
Police - Hybrid Vehicle Marked (2) - w/ Equipment	160,634					160,634
Public Works - Road Repaving - Universe Blvd.		683,700				683,700
Public Works - Vehicle	50,000					50,000
Public Works - Sidewalk Sweeper	6,000					6,000
Re-Thatch Chickee Huts	15,000					15,000
Town Center - Silent Alarm System Replacement	25,000					25,000
ONE-CENT SURTAX PROJECTS & EQUIPMENT TOTAL	**569,134**	**683,700**	**0**	**0**	**0**	**1,252,834**
FUNDED BY: RESTRICTED RESERVES						
Town Center - EOC Architectural Work (from Building Reserve $84k, Police Reserve $16k)	100,000					100,000
Town Center - EOC (from Building Reserve, Police Reserve)		1,758,500	646,500			2,405,000
Town Center - Charging Station (from Building Reserve)	7,000					7,000
Kagan Park - Playground Renovation (From Restricted Funds)	100,000					100,000
RESTRICTED RESERVES TOTAL	**207,000**	**1,758,500**	**646,500**	**0**	**0**	**2,612,000**
FUNDED BY: GENERAL FUND, IMPACT FEES, GRANTS AND OTHER SOURCES						
Buildings and Improvements						
Town Center - Restoration & Maintenance		30,000	10,000	10,000		50,000
Town Center - Outside Light Replacements	20,000					20,000
Town Center - Building Department Remodel		30,000	10,000	10,000		50,000
Town Center - AC Replacement	60,000					60,000
Town Center - Painting	30,000					30,000
Town Center - Fire Alarm Refurbished Panel	5,000					5,000
Town Center - Police Dept Locker Room Renovation					150,000	150,000
Town Center - Renovating Break Room/Kitchen					75,000	75,000
Town Center - Roof Replacement					280,000	280,000
Town Center - Generator Replacement		250,000				250,000
Pelican Lake - Lighting Replacements	5,000					5,000
FY25 Project - Pelican Lake - Rennovate Gazebo	80,000					80,000
Public Works Complex - Air Louver Replacement	25,000					25,000
Public Works Complex - Fuel Tank Awning	8,220					8,220
Public Works Complex - Renovate Building					432,000	432,000
Total Buildings and Improvements	**233,220**	**310,000**	**20,000**	**20,000**	**937,000**	**1,520,220**
Streets and Lighting						
Road Improvement - Floral Avenue		81,400				81,400
Road Improvement - Coconut Avenue		100,100				100,100
Road Improvement - Park Street			69,825			69,825
Road Improvement - Oleander			92,400			92,400
Road Improvement - Lyra Circle				168,580		168,580
Road Improvement - Sidewalk & Paver Repairs	75,000	75,000	75,000	75,000	75,000	375,000
Total Streets and Lighting	**75,000**	**256,500**	**237,225**	**243,580**	**75,000**	**887,305**
Stormwater System						
						0
Total Stormwater System	**0**	**0**	**0**	**0**	**0**	**0**

	Projected FY 2025-2026	Projected FY 2026-2027	Projected FY 2027- 2028	Projected FY 2028-2029	Projected FY 2029-2030	5-YEAR TOTAL
Parks & Amenities						
FY25 Project - JB0 (see rest of project above in Surtax section)	72,500					72,500
Dune Walkover Repairs/Improvements and Shelter Maint.		5,000	5,000	5,000		15,000
Hardscape, Landscape, Sidewalks, Lights, Etc.		60,000	60,000	60,000		180,000
Return of US 1 median to 2005 plans	21,594					21,594
Pelican Lake Landscape Plan		39,360				39,360
Total Parks & Landscaping	**94,094**	**104,360**	**65,000**	**65,000**	**0**	**328,454**
Vehicles, Heavy Equipment, Off-Road						
P&Z - Vehicles				37,000		37,000
Police - Vehicles, including emergency light setup (if marked vehicle)		130,039	217,729			347,768
Public Works - Vehicles			40,000			40,000
Public Works - Dump Truck Replacement					200,000	200,000
Total Vehicles, Heavy Equipment, Off-Road	**0**	**130,039**	**257,729**	**37,000**	**200,000**	**624,768**
Computers, Electronics and Misc. Equipment						
Admin - Desktops, Laptops, Printers, Audio, Video, etc.	5,000	5,000	5,000	5,000	5,000	25,000
Admin - Dais replacement				30,000		30,000
Admin - Timekeeping Software		20,000				20,000
Admin - Network-Servers, Storage, Switches, etc.		10,000	10,000	50,000		70,000
Admin - Copier (upstairs)		13,000				
P&Z - Desktops, Laptops, Printers, Audio, Video, etc.	7,500	7,500	7,500	7,500	7,500	37,500
P&Z - Copier			13,000			
Police - Replacement department computers as needed	6,000	6,000	6,000	6,000	6,000	30,000
Police - Scheduling software	4,000					4,000
Police - Fleet Maintenance Software	10,000					10,000
Police - Tasers				50,000	50,000	100,000
Police - Radio Infrastructure		200,000	200,000			400,000
Police - Radios		154,000	154,000			308,000
Total Equipment	**32,500**	**415,500**	**395,500**	**148,500**	**68,500**	**1,034,500**
GENERAL FUND, IMPACT FEES, GRANTS, OTHER SOURCES	**434,814**	**1,216,399**	**975,454**	**514,080**	**1,280,500**	**4,395,247**
Total Proposed/Projected Annual Expenditures	**1,210,948**	**3,658,599**	**1,621,954**	**514,080**	**1,280,500**	**8,260,081**

AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: August 26, 2025

Prepared By: Stephen Mayer, Principal Planner

Item Title: Appearance Review Single Family Dwellings – Response to Town Council

BACKGROUND

At the July 23rd, 2025, Town Council meeting, the Council discussed the impacts of Senate Bill 180 on Appearance Review and directed staff to come back with available options and a recommendation for a course of action at the next meeting.

At the May 2nd, 2025, Appearance Criteria for Single-Family Homes workshop, the Council directed staff to continue the status quo in the methods used by staff in the application of harmony for single-family homes, pending staff review of *best practices and associated recommendations*.

At the May 28th, 2025, Town Council meeting, the staff discussed the tools and criteria for assessing harmony in single-family homes which were based on the comments provided by the Town Attorney in regards to implementing metrics that result in restricting the size of homes so that a property owner is limited to less square footage than existing homes in the immediate vicinity could potentially result in a Bert Harris Act claims as this regulation could unfairly or unreasonably limit the existing use of property to an extend that the property owner is unable to attain his/her reasonable, invested-backed expectation.

Staff benchmarked other municipalities to find out what controls have been implemented to regulate "super-sized" houses, these included:

a. Limit Building Height*
b. Design Review
c. Floor Area Ratio (FAR)*
d. Make bulk and mass fit neighbors*
e. Increased front, rear and/or side yard setbacks*
f. Floor Area Limit (FAL)
g. Privacy Protections
h. Gross Floor Area (GFA)
i. Daylight Plane Requirements
j. Lot Coverage*
k. Increased Parking*
l. Open Space / Landscape*
m. Overlay/Conservation District
n. Zero Lot Lines

Staff noted that the Town currently regulates 7(*) of these controls through the Building Site Area Regulations (Base Zoning) for each zoning district and through the Appearance Review.

After the discussion, Council directed staff to draft text amendment language to:

1) Amend the zoning code to remove architectural review of single-family and two-family dwellings, amend the zoning code to remove appearance review for single-family dwellings.
2) Amend the zoning Code to revert the review of single-family dwellings from the Planning and Zoning Board back to Town staff.
3) Amend the Zoning code to revise the comparison of harmony language among buildings from the preponderance of building or structures within 300 feet from the proposed site in the same zoning district to the buildings or structures within the same contiguous zoning district, and to
4) Amend the zoning code to implement new tools/regulations to the building site area regulations for each zoning district to promote single family residential harmony by requiring an additional 5 foot setback for second stories, require a second story floor area limit of 75% of the first floor, increase the percentage of minimum landscaped open space, and to implement a design/pattern book highlighting the Town's desired architectural styles and explore the possibility of providing incentives to encourage use of the desired styles.

At the May 28th, 2025, Town Council meeting, Council also enacted a Zoning in Progress (ZIP) to provide staff with ample time to update the Code as necessary, thereby pausing applications for the processing of Appearance Review applications. However, before staff could place these items at the July Planning and Zoning meeting, the State adopted legislation (Senate Bill 180) on June 26, 2025, which pre-empts local government from adopting language stricter than the current code. Please see the relevant excerpt from Senate Bill 180 below:

SENATE BILL 180

> Section 28. (1) Each county listed in the Federal Disaster Declaration for Hurricane Debby (DR-4806), Hurricane Helene (DR1323 4828), or Hurricane Milton (DR-4834), and each municipality within one of those counties, may not propose or adopt any moratorium on construction, reconstruction, or redevelopment of any property damaged by such hurricanes; propose or adopt more restrictive or burdensome amendments to its comprehensive plan or land development regulations; or propose or adopt more restrictive or burdensome procedures concerning review, approval, or issuance of a site plan, development permit, or development order, to the extent that those terms are defined by F.S. 163.3164, Florida Statutes, before October 1, 2027, and any such moratorium or restrictive or burdensome comprehensive plan amendment, land development regulation, or procedure shall be stricken. This subsection applies retroactively to August 1, 2024.

DISCUSSION

As discussed in the staff memorandum on May 28th, staff listed a litany of concepts to manage "Super-Sized" houses or single-family homes that are not harmonious with their surroundings.

Many of these concepts are regulations currently within standard zoning regulations and enforcing them differently that base code was determined infeasible due to concerns that such a concept might jeopardize the Town with a Bert Harris Act claim. Therefore, those concepts were not further researched and were

not recommended. Other concepts are now infeasible because they would require text language that would make the code more restrictive or burdensome and would be pre-empted by SB 180.

To provide a comprehensive "third solution", staff is tasked with providing a neutral assessment of Appearance Review with all potential concepts. Staff compiled a table with all potential concepts, and highlighted those that are feasible, based on low to no Bert Harris Act Claims concerns and SB 180 pre-emptions in green, cautionary in yellow, and those that are not in red. Further discussion is recommended prior to the adoption of any of the recommendations below.

The menu of all concepts discovered by staff

Concept	Description	Senate Bill 180 and/or Bert Harris Act Claim concerns	Staff Comments
Limitations in Building Height	Limit Building Height – depending on the Zoning District, SFH are limited to either 2 or 3 stories (30 ft. or 40 ft. accordingly). Code changes would include reduction of Building Height and/or number of stories allowed.	Both	Tower Elements were discussed in 2024. TC decided to leave the code as is.
Design Review by an Appearance Review Board consisting of people trained in the fields of Architecture, Planning, Real Estate, and similar fields.	Appearance Review following the existing code regulations for Appearance under Code Section 34-116(b)(2). Metrics shall not be codified as directed by legal counsel.	None	Recommended by the Town Attorney on his July 21st memorandum – Senate Bill 180 and its impacts on Appearance Review/ Harmony Standards for SF dwellings.
Design Review by an Appearance Review Board consisting of person trained in the fields of Architecture, Planning, Real Estate, and similar fields.	Design Review including but not limited to: façade articulation, material changes, driveways, building volume ratios, blank walls, wall projections, and the like. Maintaining consistent façade and building orientation along block face. Maintain setbacks that are consistent with other buildings on the block face. Require setbacks do not deviate more than 25% of setbacks on the block face. Require variation in height, or use of step backs when building reaches certain heights. Encourage	Both	Homes would be regulated to be similar in appearance, further eliminating the Town's eclectic architectural style.

	step backs by allowing to encroach a minimal amount into side or front yards. Though not required, may be factors in determining if mass and scale are acceptable.		
Floor Area Ratio Limitations	Although not codified as FAR's, the Town would be limited to the maximum currently permitted based on lot coverage, building height when compared to the lot size.	Both	Due to SB 180 and Bert Harris Act Claims, no reductions would be recommended .
Enforcing bulk and mass fit with neighboring development	Regulating Bulk (Total square footage) or Mass (façade area), with either incremental allowance, or a maximum (which would be under the maximum allowed by code.	Both	Codifying metrics is contrary to the recommendation by Legal Counsel.
Modify front, rear and/or side yard setbacks	Setbacks (increasing rear setbacks and reducing front setbacks at the same amount, to move buildings forward, away from backyards). If moved to the front, the home would engage public spaces like street and front yards, rather than homes to the rear, thus creating less privacy issues.	Total buildable areas would need to remain the same to avoid SB 180 or Bert Harris Act Claims.	It may create nonconformities. Does not achieve a reduction of mass or bulk. It addresses privacy, orientation, and site planning criteria.
Privacy Protections	Privacy provisions. If a 2 story or tower feature is too close to a setback, where the site line may be over a 6' privacy wall/fence, then the windows and/or balconies must be placed away from these areas or shielded in some way. Such as clear story windows, or balconies with side walls to prevent site into yards.	Both	The Town does not have any regulations as it pertains to window types, location or material.
2nd Floor Area Limit (FAL).	Limit the second story to a lesser percentage than the first floor.	SB 180	Staff recommended a 2nd FAL of 75%, unable to move forward due to SB 180.
Gross Floor Area comparisons	Gross Floor Area is the total square footage of all floors. It would be compared to all the homes within the same zoning district. Metrics shall not be codified as directed by legal counsel.	None	Currently being done by staff with our current procedure as identified at the May 2nd workshop. Contrary to legal counsel advice, as directed by Council at the July TC meeting,

			staff continues to use metrics.
Daylight Plane Requirements	Implement a plane requirement for floors above the first floor (setbacks). Allows for sunlight between buildings.	SB 180	Staff recommended an additional 5ft. setback for the 2nd story, unable to move forward due to SB 180.
Decrease maximum Lot Coverage	Reducing the lot coverage percentage to less than what is currently allowed would decrease the overall size of the SFH, most RS zoning districts are limited to 35%.	Both	We cannot adopt language that is stricter than current code.
Increase in Parking required	SFH requires a minimum of 2 parking spaces.	SB 180	We cannot adopt language that is stricter than current code.
Increase in open space and landscaping requirements	Other than minimum landscape open space percentage (SFH require 25%), SFH are exempt from landscaping requirements.	SB 180	We cannot adopt language that is stricter than current code.
Providing separate overlay, CRA or historic district regulations	Adopt an Overlay Zoning District for zoning districts where SFH are permitted use, and provide new regulations, such as lot coverage, landscape open space, height, FAR, architectural elements, etc. Its implementation shall be voluntary.	None, if voluntary.	Overlay districts are not mandatory, incentives are likely needed to encourage participation.
Zero Lot Lines	Allows for one side setbacks to be increased thus creating a larger side yard area but maintains the same distance between structures.	SB 180	Would create nonconformities, and at times separation of building would be less than currently allowed until the other structure get torn down and rebuilt.
Voluntary Architecture Pattern book with incentives	The intent of the Town's Site Plan and Appearance Review Criteria is to obtain harmonious architectural themes. The Town's architectural style is representative of or reflecting the vernacular of Old Florida style which is indigenous to the Town, and which is commonly known and identified by its late Victorian (Key West Cracker), Spanish revival (Mediterranean), Modern (early to	None	Although staff has been directed and advised to remove the architecture style component of the appearance review of single-family homes not located in a PUD, we may provide a pattern/design book which highlights the Town's desired architectural styles

	mid-20th century), or combination thereof style of architecture. Please note that single-family and two-family dwellings are exempt from following the Town's Architectural Style.		reflecting the vernacular of Old Florida as identified in Code Section 34-116 (3)(b)(1). A pattern book would serve as a recommendation guide for single-family projects.
Greater public involvement and notice requirements for applications	Encourage neighbor's consent and greater public participation through Town initiated notices, such as posting a future meeting notification sign on the subject property and the Town's website, and GIS portal.	None	As long as the Town is providing the notice and not the property owner, this is not considered more restrictive or burdensome to the owner.
LEED Certification for "super-size" homes	Requiring sufficient energy technology in houses that are over a certain size, or number of duplicate rooms, as large houses are very insufficient to cool, light and provide water. Duplicate rooms may not always be used and sit dormant while needing AC and lighting. Not done in Florida, but a concept adopted in other states.	SB 180	We cannot adopt language that is stricter than current code.
Front façade softening	Encouraging a certain sized front porch by reducing front setbacks to accommodate them, side loading garages by reducing setbacks to incentive them and provide horizontal stacking of cars, and other features that may provide Juno Beach charm, and soften the mass and scale of buildings. Its implementation shall be voluntary.	None, if voluntary.	This would not reduce the mass and bulk of the property but rather create a pleasant front façade and reinforces desired architectural styles (Late Victorian).
Demolition restriction on Historic structures.	If a structure is considered historic by the Town (new definition would need to be implemented), the tear down of homes may be limited.	Both	A true historic district would be hard to implement. We cannot adopt language that is stricter than current code.
Accessory apartments	Allow smaller granny flats/mother-in-law suites/ accessory apartments which would incentivize expansion in a controlled way. In the RS zoning	None	Accessory apartments can be used as standalone dwellings or vacation rentals. Please note that the State has

	district accessory apartments are not allowed, but if we did, we could allow them as single-story, without changing the maximum lot coverage, landscape open space, building height, etc. Thereby encouraging horizontal construction rather than vertical. It gives homeowners something they wish for to make their homes more viable, and an alternative to selling, tearing down, or mass expansion of the primary home.		preempted municipalities from prohibiting vacation rentals.
Visual Aids for Appearance Review Applications	For applicants to develop a 3-D Model to show what proposed buildings will look like in context.	SB 180	This would be cost-prohibited if created by staff. This would not reduce the mass and bulk of the property simply provide a visual aid.

The following option was previously approved by Council to be implemented as the next course of action:

- Adopting a voluntary architecture guidebook with incentives

Positives	***Negatives***
Reinforces all of the Town's desired architectural styles	Voluntary only, not mandatory regulations
It is easier to convey the desired architectural styles to property owners and applicants	Does not address bulk or mass
Establishes universally accepted elements for each architectural style	Creation of the document is time consuming (4-6 months) and costly (approximately $55k).

The items below are not prohibited based on potential Senate Bill 180 or Bert Harris Act Claim concerns but require further discussion by Council. For Council's consideration see below a description of each recommendation.

- Encourage neighbor's consent and greater public participation through Town initiated notices

Positives	***Negatives***
Provides transparency in the review process	Cannot be codified, serves only as a curtesy notice (policy only)
Providing neighbors or interested parties an opportunity for dialogue with the applicant	Responsibility lays entirely with staff, not on applicant.

- Design Review by professionals in the field, further code changes may be necessary to allow for appeal process.

Positives	***Negatives***
Decision based on professional experience	Challenges in maintaining a full board of professionals
Less risk tolerance for Bert Harris Claims	Potential cost for hiring professionals to participate
	Review would be solely based on current Appearance criteria (unless amended by Council) without the Architectural review component
	Subjectivity of "harmony" remains as codes cannot be codified
	Disagreement on decisions may still occur between perspective from the Board Council and staff

- Modify front/rear yard setbacks

Positives	***Negatives***
Addresses orientation and site planning concepts	Creates nonconformities
Allows further flexibility of buildable area(s) and building design	Does not address bulk or mass
Enhances rear yard privacy	Creates staggered facades which may impede views of that setback farther back

- Providing separate overlay district regulations

Positives	***Negatives***
Allows for flexibility of building design, as overlays are customizable to be site specific	Voluntary only, not mandatory regulations
<u>If self-imposed</u>, creates stricter regulations which are permitted to be codified under SB180	Due diligence and codification are time consuming and costly
Overlays are not restricted to entire zoning district but may be property specific	Unlikely to happen if no incentives are provided

- Front façade softening by providing incentives for front porches and side loading garages

Positives	***Negatives***
Allows further flexibility of buildable area(s) and building design	Does not address bulk or mass
Reinforces the Town's desired architectural styles (Late Victorian/Key West Cracker)	Only works if its voluntarily
Promotes community/social connection	
Creates curb appeal and outdoor living space, adding to Juno Beach charm	

- Allow smaller granny flats/mother-in-law suites/ accessory apartments

Positives	***Negatives***
Allow other options to redevelopment projects (preferably horizontal vs. vertical construction)	Creates additional parking demand
Provides for an additional housing type which is currently limited in the Town	Cannot regulate rental component (short term or long term)
Creates additional income if rented.	Possible code changes to density
	Developers may take advantage of leniency on density and rental possibilities

In addition to the recommendations above, if the Town Council wishes to maintain the Site Plan and Appearance Review for Single-Family Dwellings, staff recommend that the Town Council review the intent and purpose pursuant to Sec. 34-115 of the Juno Beach Town Code and amend it accordingly to match the current state preemptions.

The stated and explicit intent and purpose of site plan and appearance review is:

1) To ensure the best use and the most appropriate development and improvement of each lot in the town;
2) To protect the owners of lots to ensure that the use of surrounding lots will maintain or improve property values;
3) To ensure the erection thereon of well-designed and proportioned structures built of appropriate materials;
4) To preserve, as far as practicable the natural features and beauty of said property;
5) To obtain harmonious architectural themes; to encourage and secure the erection of attractive structures thereon, with appropriate locations thereof on lots;
6) To secure and maintain proper setbacks from streets and adequate open spaces between structures; and
7) In general, to provide adequately for a high type and quality of improvement in said property, and thereby enhance the property values and the quality of life in the town.

While the Town Council considers the next steps, it is important to consider the history and effectiveness of the harmony ordinance. Since 2022, there have been 19 Appearance Review applications. Staff has recommended denial of two (2) of those applications. The Planning and Zoning Board has ultimately denied only one (1) out of 19 applications, which was 451 Neptune Road.

A majority of the applications have been approved by the Planning and Zoning Board without any modifications to the original plans. There have only been minor architectural changes and there has never been an application where the total square footage was reduced by the Site Plan and Appearance Review process. The history of the site plan and appearance review can be reviewed in Attachment 1.

RECOMMENDATION

Staff recommends that the Town Council consider exploring all or any number of the options that have zero to low risk for a Bert Harris Act claim and are permissible due to Senate Bill 180.

ATTACHMENT

- History of the Site Plan and Appearance Review

Attachment 1. History of the Site Plan and Appearance Review

Address	Date	Application Request	Approved or Denied	Changes to the Application
390 Jupiter Lane	March 30, 2022	Demo home and build a new home. Total square footage was not mentioned in the memo. Lot coverage was mentioned.	Approved	No noticeable changes were made
120 Ocean Drive	March 29, 2022	Demo and build new home. Lot coverage proposed is 4,721 sf two-story home	Approved	Additional plans were provided to address site plan concerns. No architectural changes were made
420 Sunrise Way	June 1, 2022	Adding a 5' by 28' enclosed addition and enclosing existing patio	Approved	No changes in the process, the memo never mentions total square footage increase, only lot coverage
13480 US Highway One	July 25, 2022	Total square footage was not mentioned in memo, only lot coverage	Approved	No changes to the square footage, changes to architectural appearance and landscaping
13460 US Highway One	July 25, 2022	Same as above	Approved	Same as above
13440 US Highway One	July 25, 2022	Same as above	Approved	Same as above
240 Celestial Way, Unit	August 30, 2022	520 sf enclosed addition	Approved	No staff recommendation No changes were made from the application
520 S Lyra Circle	September 26, 2022	New home on vacant property 6,858 sf in size	Approved	Minor changes to architectural appearance
430 Jupiter Lane	October 22, 2022	Demo and new home. 5,095 sf. Staff did not make a recommendation on this Memo	Approved	No changes to the total square footage of the application Architectural changes proposed by staff
530 Saturn Lane	May 25, 2023	Addition of a 16' by 20' accessory garage	Approved	No changes were made from the application
401 Zenith Lane	November 6, 2023	404 sf addition.	Approved	No changes were made from the application

479 Ocean Ridge Way	January 17, 2024	Construct a new 4,706 sf home on vacant property	Approved	No changes were made from the application
491 North Lyra Circle	October 7, 2024	Addition of 176 sf garage and 869 sf second story addition and tower	Approved	No changes were made from the application
220 Ocean Drive	November 18, 2024	974 sf addition on second story	Approved	Minimal changes to harden stairwell in flood zone
451 Neptune Road	January 6, 2025	Demo and new home, 3,961 sf	Denied	Minor architectural revisions made
401 Diana Lane	April 7, 2025	Demo and new construction of 5,421 sf home	Approved	Recommended denial. No changes were made from the application
370 Apollo Drive	May 19, 2025	Construct 767 sf addition on second story	Approved	No changes were made from the application
430 Mars Way	June 2, 2025	1,756 sf addition, second story	Approved	No changes to the application
441 Apollo Drive	July 7, 2025	597 sf addition, first floor	Approved	No changes in the process

AGENDA ITEM

Meeting Name:	Town Council Meeting
Meeting Date:	August 26, 2025
Prepared By:	Diana Davis, Vice Mayor Pro Tem
Item Title:	Strategic Plan – Next Steps

1. Town Council voted to pursue a Strategic Plan for Juno Beach. We contracted for the creation of a Strategic Plan with James Karas
2. All public meetings, interviews and staff meetings were conducted as per the contract terms for James Karas.
3. James Karas provided the Strategic Plan part A and part B, attached, in April as his contract required.
4. The Town of Juno Beach has not made final payment for the work by James Karas.
5. It was my understanding that our Town Manager did not want to move forward to completing the Strategic Plan as it did not contain actionable steps. I did a copy-paste from the document provided by Mr. Karas, Part B Gaant chart text and put this text through AI with the prompt to "separate the concepts, create actionable steps, success measures and quarterly checks on progress." Attached is the 14-page document that resulted from the AI query.

Note: Some edits were made in the reformatted document. I renamed "Healthy Environment" to "Environmental Conservation and Community" to reflect the concepts in this section. I did remove the exploration of changing our Town government structure during the next Charter review. We can put that back in, but since the Charter review is not imminent, I took it out. I also removed the language where there was a suggestion to hire new employees, except for a finance

person who was already hired. As a fiscally conservative Town, I thought the most important part was the work to be completed with the "who" that performs the work being a separate budget question under the rubric of commitment of resources.

In closing, a strategic plan is a critically important document to assure that Town Council and the Town Staff are on the same page working efficiently to improve quality of life for our residents. It confirms priorities for the annual work plan, capital improvement plan, and allows focus on near term and longer-term benefits to our community. It is intended to create focus so that the objectives are clear to Staff, Council and our community. Not attached is the excel quarterly checklist document to make sure that the prioritized initiatives are on track.

Suggested Town Council Actions:
1. Authorize staff to pay the final invoice for Mr. Karas
2. Schedule a Town Council workshop to confirm the Strategic Plan action items and to prioritize the action items.

Attachments:

- **From James Karas: Strategic Plan Part A power point**
- **From James Karas: Strategic Plan Part B gaant chart**
- **Draft 14 pages that converted Part B text into actionable steps using AI and a prompt to provide "actionable steps" (not time consuming – merely an administrative function)**

Links to the following excel documents that make up the Part B gaant chart, so if others want to copy-paste into their AI tools to create the actionable strategic plan.

1. **Administrative Excellence**
2. **Council Effectiveness**
3. **Manage Growth**
4. **Environmental Conservation and Community**

Juno Beach
2030
Strategic Plan
Realizing a Shared Vision



Town of Juno Beach [web address to this document here]
Final Draft April 21, 2025

Part A: Summary/Highlights

1. Executive Summary
2. Vision, Principles, Goals
3. Action Strategies (By Title only)
4. Measuring Results (Summary)

Part B: Plan Detail

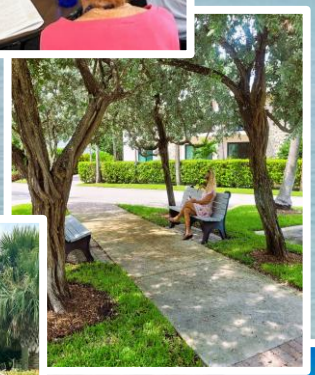
1. Action Strategies (Detail)
2. Plan Impetus, Use, Method
3. Community Inputs (Opportunities, Challenges)
4. Measuring Results (Detail)
5. Acronyms, Sources, Credits

Executive Summary













Strategic planning is a recognized best practice for municipal management to act upon priorities in an ever-challenging environment. Since August 2024, this Plan was composed through discovery including research, field visits, assessment of opportunities and challenges, input from roughly 45 persons from three workshops and eleven interviews. It presents a strategic vision in response to the greatest opportunities and challenges through the year 2030. Guided by ten overarching principles, the Town aspires to achieve four main goals through 38 action strategies.

The summary goals are:

- Administrative Excellence
- Council Effectiveness
- Manage Growth
- Healthier Environment

With some items already funded, the Plan's estimated cost is $714,500 (annual) and $6.7M (one-time). Plan progress will be measured through regular evaluations and updates, with elements integrated into the Town's annual budget and Capital Improvement Plan.













Plan Building Blocks



From priority challenges and opportunities a vision is captured.

Principles are essential values for Council, Staff, and Residents to follow.

Aspirational Goals guide the most pressing actions.

Selected action strategies guide staff, resources, budgeting and community partners. What are the fewest, most important, affordable actions for desired results?

Measuring results means celebrating success or making necessary changes.

Strategic Plan Vision*

Juno Beach 2030: A seaside coastal island gem preserving its small-town charm; demonstrating exceptional customer service, public safety, and leader influence; honoring unity of purpose and neighborly fellowship; embracing nature for health and wellness.

* A community-wide vision will likely result from the ongoing Master Plan, which should compliment and be consistent with this vision.

Principles

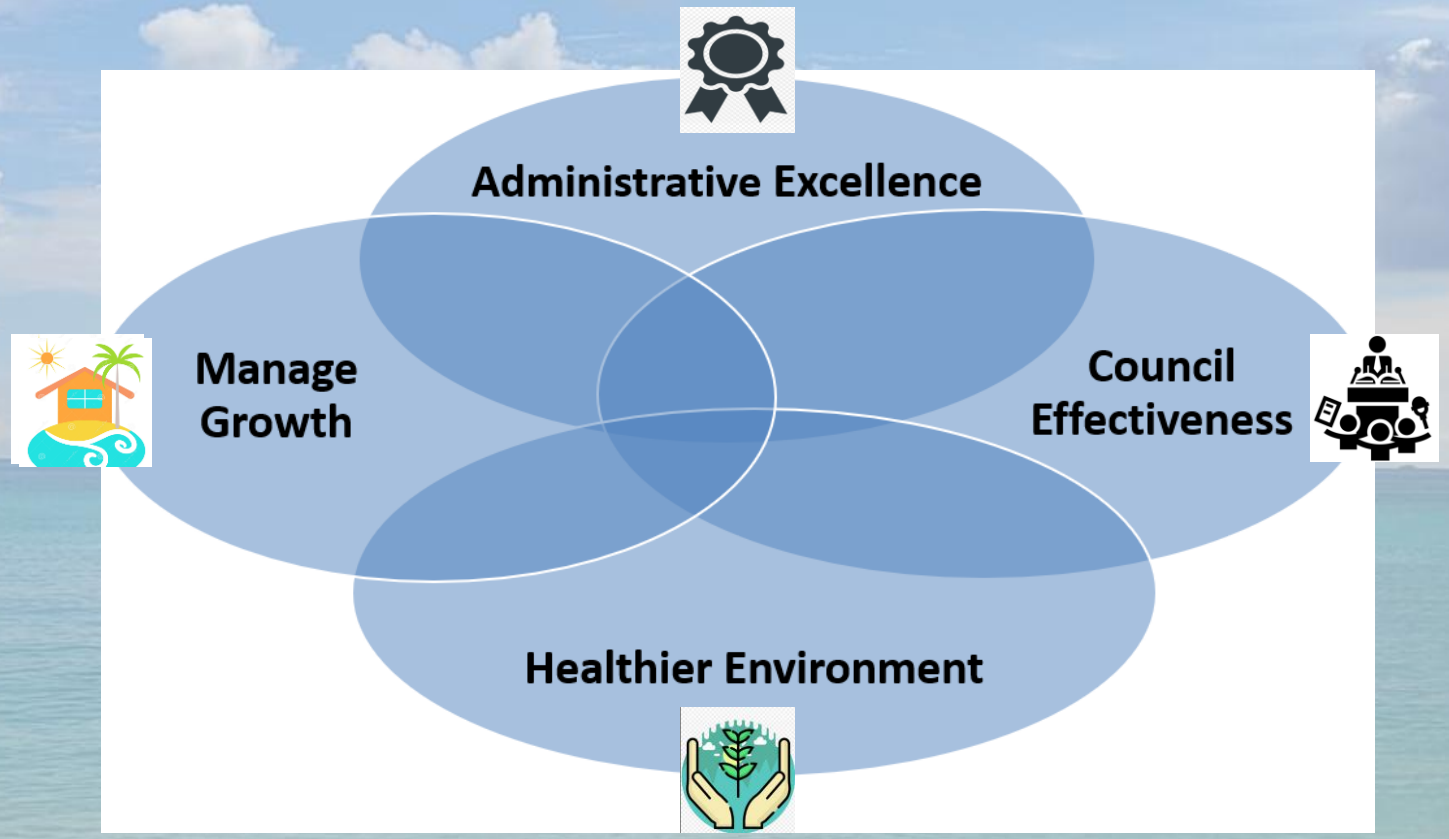
(Guiding all we do – Council, Staff, Residents)

1. *Consistently provide exceptional, transparent municipal services, adding value to residents' lives, properties, and businesses while assuring a long-term sustainable, slow-growth community preserving its unique character.*
2. *Honor and encourage resident/citizen engagement and involvement.*
3. *Maintain exceptional public safety performance, including "community policing" approach.*
4. *Foster a culture of politeness and civility with respectful debates, avoidance of personal attacks, and reliance on best available information.*
5. *Deliver top-notch and personalized customer service with a small but talented, efficient staff able and willing to multi-task.*

Principles

6. Maintain solid financial footing and public trust by:
    a. Practicing fiscal responsibility, prudence, and transparency governing all budgeting, strategic decision-making, and project management.
    b. Solidifying and expanding civic and not-for-profit organization and business partnerships for additional tangible, financial, or human resources.
    c. Engage public-private partnerships when beneficial and free from conflict-of-interest.
7. Pursue data-based decision-making and anticipatory planning, striving toward proactive before reactive programs and conduct.
8. Expect the highest professional standards from staff and consultants, including cost/benefit and alternatives analysis to facilitate proactive decision-making.
9. Encourage professional advancement and longevity; appreciate staff, reward superior employee performance.

4 Goals



Goals, or defined by some as “strategic initiatives,” are the most important aspirational targets while pursuing the strategic vision. They are intertwined and ranked by importance.

1. Administrative Excellence 

Led by a new town manager, staff delivers top-rate customer service through improved process/procedures toward clear outcomes, with high morale while pursuing professional advancement.

2. Council Effectiveness 

Advance consensus, trust, and influence through greater efficiency and participatory leadership.

- Engage a broader community consensus among expanded/newly created committees, advisory boards, key community organizations and businesses; while improving efficiency, influence through partnerships, coalitions and advocacy.
- As part of Annual Budget, adopt a prioritized Strategic Plan which directs staff priorities and resources, encourages longer-range (5-10 year) continuity, and is regularly evaluated for success or adaptation.
- Increase influence/”clout” thru coalitions and smart strategies to achieve desired policy wins and secure resources.

3. Manage Growth 

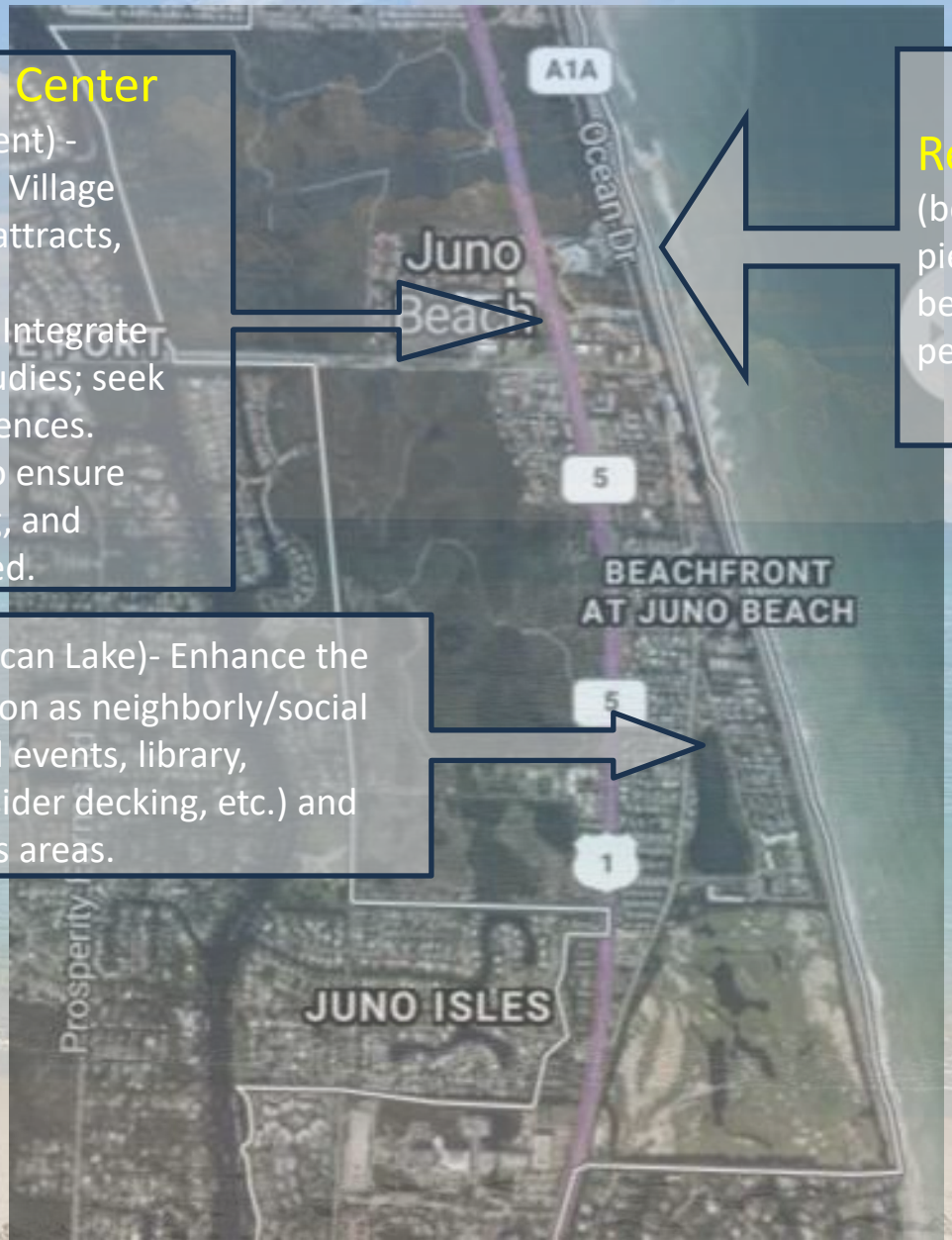
Nurture the small-scale, quaint and historic residential town character of this premier coastal island community through regulations, incentives, a 10-year Master Plan/Blueprint with 3 interlinked activity hubs from a village center to the sea, and attractive, quiet residential areas. Support only limited or slow, smart, high quality, compatible development/ infill/ redevelopment balanced with property rights; Attract and maintain desirable mix of commercial/retail and convenient urban services.

- Design: Realize beautiful and integrated theming/branded urban design and architecture reinforcing “sense of place” through three Activity Hubs, which emphasizes pedestrian safety and comfort balanced with traffic efficiency (shade trees, more pedestrian friendly, landscaped median, speed reduction). Beautify through landscape/hardscape, signage, pathways and seating, lighting, public and private art, re-evaluating undergrounding electric utilities.
- Mobility: Manage thru traffic and multi-modal safe/easy linkage/access to the three activity hubs, recreation, services, shopping, entertainment. Advocate walkability; mitigate bridge impedance.
- The three hubs are:

3. Manage Growth - 3 hub plan

Commercial/Mixed-Use Village Center
(US1/Donald Ross intersection and adjacent) - Incorporate a compact, appropriate scale Village Center with housing (Mixed Use); which attracts, maintains convenient services; desirable entertainment, dining, fitness, shopping. Integrate findings of retail, commercial demand studies; seek medical and other urban service conveniences. Incorporate Vibrant Community Model to ensure design, programming, marketing/funding, and governance are simultaneously considered.

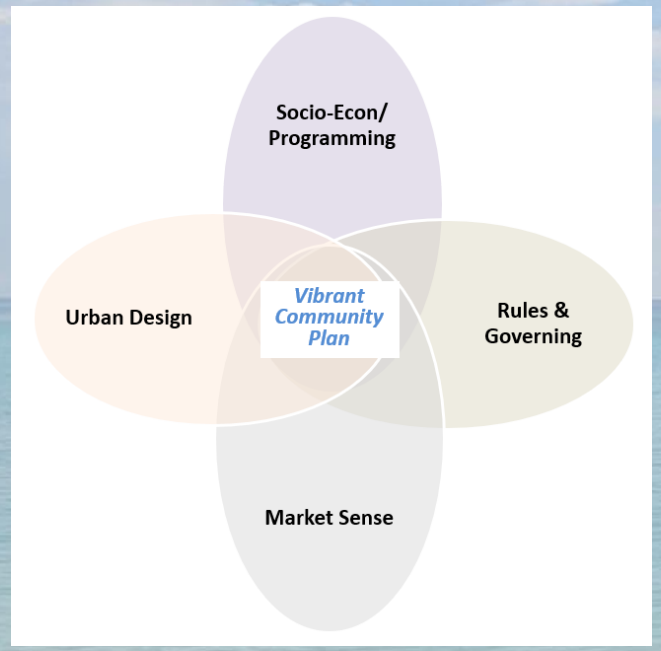
Social/Town Center (Pelican Lake)- Enhance the built and natural beauty, function as neighborly/social meeting place featuring special events, library, educational workshops (reconsider decking, etc.) and pathway to recreation/wellness areas.



Recreation-Wellness Circuit
(beach/adjoining parks, pathways, fishing pier) - Integrate natural areas/ beach/wellness design, preservation and pedestrian (non-motorized) linkage.

3. Manage Growth-Vibrant Community Plan Model

"A successful community plan begs all 4: good design, programming, rules, and funding/marketing."



A "Vibrant Community" Plan results from the dynamic intersection of four equally weighted, interdependent and vital components. All must be considered while crafting many types of Plans (including master and strategic plans). If one element is omitted or weak, the others diminish.

- **Urban Design** accounts for the physical layout of engineered urban places integrated with environmental resources. Civil engineering, architecture, landscape architecture, mobility, aesthetics, site planning, etc. all come into play. Will a sustainable environment be created?
- **Socio-Econ Heart/ Programming** answers the social & economic environment created by a successful plan. What mix of economic drivers, jobs and types of development are desired? What programming (festivals, events, activities, and habits) will define the vibrant community? How will the community's unique culture and history be embraced? How will activity hubs ranging from jobs centers to schools, from sports and cultural events to town squares be integrated?
- **Rules & Governing** accounts for all the organizations and rules (public and private) which bolster the Master Plan. From zoning codes to parking policies and permitting, to open business hours and festival rules, the community players from steering committees and Village Council to Downtown/area business owners who work in alliance to realize the Plan, ensuring workability and accountability.
- **Market Sense** embraces the funding, marketability, branding, advertising, outreach, and image building. This is inextricably linked to market demand, investment and financing, grants procurement, etc.

4. Healthier Environment 

Achieve a healthier environment thru greater ecologic harmony, recreation/wellness, and neighborly fellowship to renew tight knit community cohesion.

- Value preservation/ecosystem balance town-wide to treasure all things environmental (beaches, parks, open space, wildlife and habitat).
- Assist and support maintenance and restoration of conservation areas using biological controls when feasible (removal of exotics, controlled burns, etc.); including protection in perpetuity (additional legal controls, adoption thru not-for-profits, etc.).
- Promote native vegetation and ecosystem preservation especially linked to storm resiliency; avoid or mitigate undesirable stormwater management (pesticides, hydrocarbons).
- Promote community fellowship/neighborliness with more resident social events from smaller block parties to larger Town Center assemblies.

38 Action Strategies Pursuing 4 Goals

Following is a summary of the highest priority Action Strategies. Detail on each (who, how much, when, etc.) is contained in Part B.

Administrative Excellence – 9 Action Strategies (by title only)

AE 1	"Rally the Troops I" by clarifying roles and responsibilities, and boosting morale.
AE2	Improve Town Center internet by increasing bandwith.
AE 3	Hire Communications Director.
AE 4	Rename "Human & Financial Resources Department"; hire Asssistant Finance staff.
AE 5	"Rally the Troops II" by supporting staff advancement and growth, etc.
AE 6	Replace software which is obsolete, non-existant, or incomplete.
AE 7	Hire Fixed Asset Manager to produce "Comprehensive Facility Needs Assessment/Resilient Property Management Plan“.
AE 8	Evaluate/implement desired means to increase/sustain revenue.
AE 9	Re-evaluate Quality of Staff Reports for Council Business Meetings.

Council Effectiveness-8 Action Strategies (by title only)

CE 1	"Get To Yes." Achieve Greater Business Meeting Efficiency, Consensus, Cordiality.
CE 2	Empower dynamic new Town Manager to lead.
CE3	Continue or begin new town and community volunteer-sponsored special event.
CE 4	Accommodate more public/resident engagement through listening events.
CE 5	Form active/effective regional coalition of towns to lobby BOCC or others.
CE 6	Improve Advocacy (especially State and Regional).
CE 7	Re-examine Town Charter.
CE 8	Provide Professional Advancement for Councilmembers.

Manage Growth - 12 Action Strategies (by title only)

MG1	Complete Master Plan with 3 Activity Hubs, safe multi-modal/traffic management and desired architectural style.
MG2	Form "Heart of Juno" Village Center Association.
MG3	Prioritize mobility through pedestrian and vehicular safety.
MG4	Oppose turn-lane additions at US1/DRR Intersection.
MG5	Execute landscape architect contract for US 1 Median design, permitting, construction.
MG6	Integrate “Safe Streets for All” design.
MG7	Evaluate speed controls/calming devices on specified roads.

Manage Growth - 12 Action Strategies (by title only)

MG8	Evaluate Fiscal Impact/Impact Fees to be required of applicants.
	Revise Development Code (aka Land Development Regulations) or CDP in phases A, B, C:
MG9	A. Redevelop Beachfront and Commercial/Residential zones with desirable architecture.
MG10	B. Preserve Historic Character through Board and Program.
MG11	C. Implement Master Plan/Complete CDP "Evaluation & Appraisal".
MG12	Re-evaluate and update prior engineering- cost/benefit analysis of undergrounding transmission power lines.

Healthier Environment-9 Action Strategies (by title only)

HE1	Support/facilitate highest quality beach preservation/maintenance.
HE2	Secure better legal preservation guaranteed in perpetuity for ESLs/natural areas/resources.
HE3	Implement/maintain clear, consistent direction for Pelican Lake Park Maintenance Plan.
HE4	Hire one new environmental resource staff.
HE5	Better manage ESLs with agencies/partners through existing or newly-drafted cooperative and/or interlocal agreements.
	Promote fellowship, recreation, education, & wellness of this tight knit community through:
HE6	A. "Enjoy Juno Beach" Town Center/Pelican Lake Events, Exhibits, Festivals.
HE7	B. Facilitate "Know Your Neighbor" community initiatives.
HE8	C. Design and Build "Pathway to Wellness”.
HE9	D. "Love & Learn Our Community/Our Environment" - Facilitate guest lectures, interactive workshops, town hall style discussions

Action Strategies – Metrics

	Goal	Action Strategies	Year 1	Out Years	Cost Estimate ($) Recur	Non Recur
	**Administrative Excellence**	9	5	4	357,000	225,000
	**Council Effectiveness**	8	6	2	247,500	5,000
	**Manage Growth**	12	8	4	0	6,125,000
	**Healthier Environment**	9	7	2	110,000	300,000
	TOTAL	**38**	**26**	**12**	**714,500**	**6,655,000**

Revenue Trend ($M)

- 4.8% growth over 4 years, other factors constant. Includes permanent increase of $350,000/year (tax from new housing).

	2024-25	2025-26	2026-27	2027-28	2028-29
Town Total Revenues (a)	10.79	11.15	10.53	11.13	10.96
Ad Valorem Revenue Increase (New approved housing only) (b)		0.14	0.21	0.29	0.35
Revised Town Total Revenue (b)	10.79	11.29	10.74	11.42	11.31

Sources: (a) Town staff, October 2024; (b) Forecast by Community Marine & Water Resource Planning, 2025. Assumes constant tax rate, no inflation or property value natural increase. See other assumptions, methodology. See also Capital Improvement Plan thru 2029.

Measuring Results

- Adopt the Plan in the Annual Budget, in part or in reference.
- Revise staff reports to include Strategic Plan Compliance Score (1-5).
- Twice a year, evaluate progress (January and at budget adoption time) using school letter grade system, including “percent complete” estimate.
- Integrate progress into staff performance reviews
- For more rigorous, assign to Audit Committee using measures provided including Polco satisfaction survey.
- See also detail in Part B.

End of Part A



Part B [insert]

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PART B: Plan Detail

Contents

1. Action Strategies (Detail)
2. Plan Impetus, Use, Method
3. Community Inputs (Oppportunities and Challenges)
4. Measuring Results (Detail)
5. Acronyms, Sources, Credits

1. Action Strategies (Detail)

The action strategies for each of the four goals (Administrative Excellence, Council Effectiveness, Managing Growth, Healthier Environment) are presented in the following Gaant charts in rank order. Each Action Strategy summary description includes:

- the essence of the project or action
- primary entity or partners responsible
- cost estimate (dollars and/or staffing/outsourcing
- completion schedule (Quarter by calendar year)
- estimated percent complete

A more detailed work plan is expected of staff to accomplish each action strategy. Cost or other resource estimates were derived from best professional judgment, staff discussions, or other sources as may be noted; they are expected to be refined or validated through the budgeting process.

Administrative Excellence and Council Effectiveness are listed first following the wisdom that “getting the house in better order” must come first before programs, events, and other desirable projects are pursued.

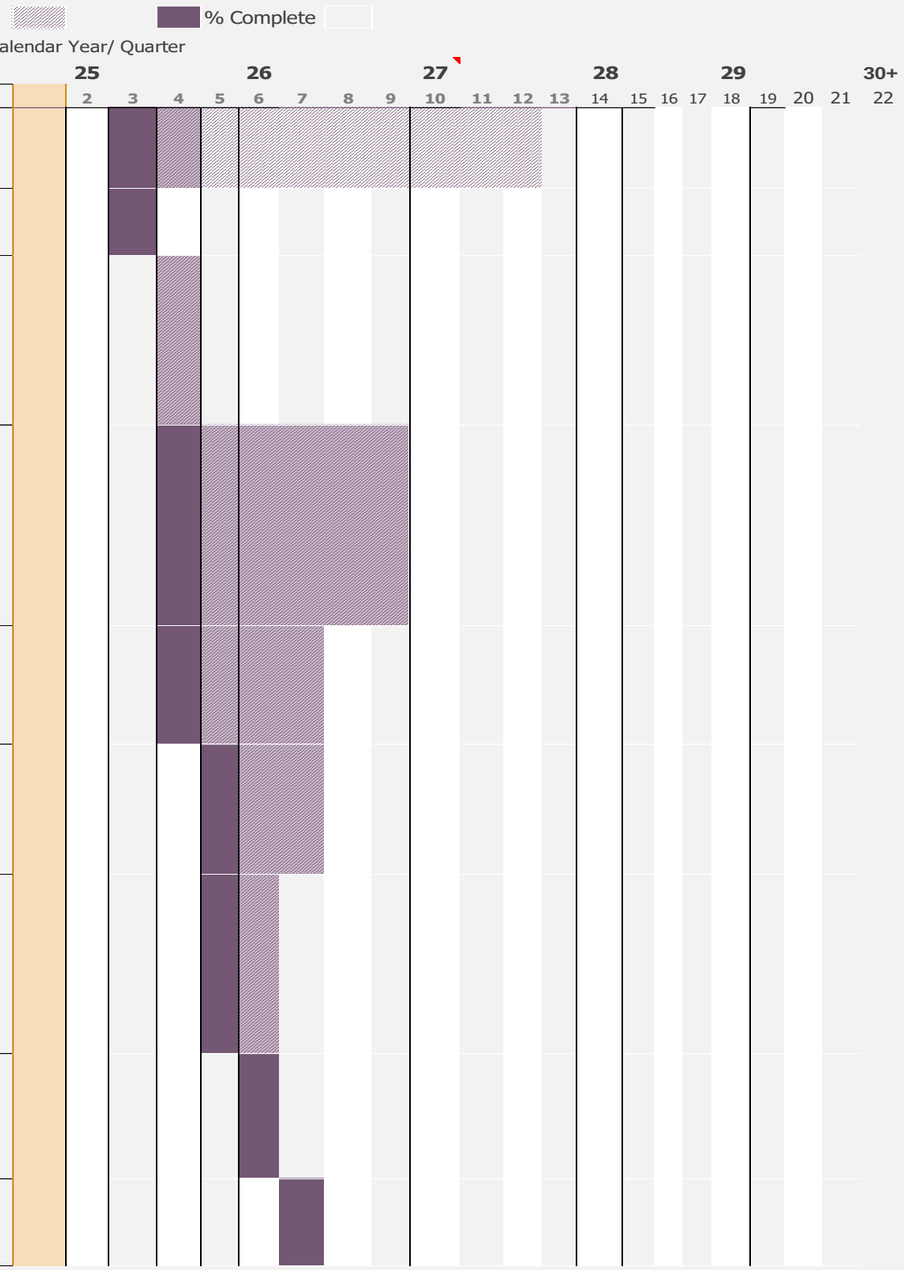
Each of the goals are re-stated in the first row of the chart, except Managing Growth, which is only summarized.

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GOAL (STRATEGIC INITIATIVE): Administrative Excellence (from Customer Service to Policing/Emergency Resilience).

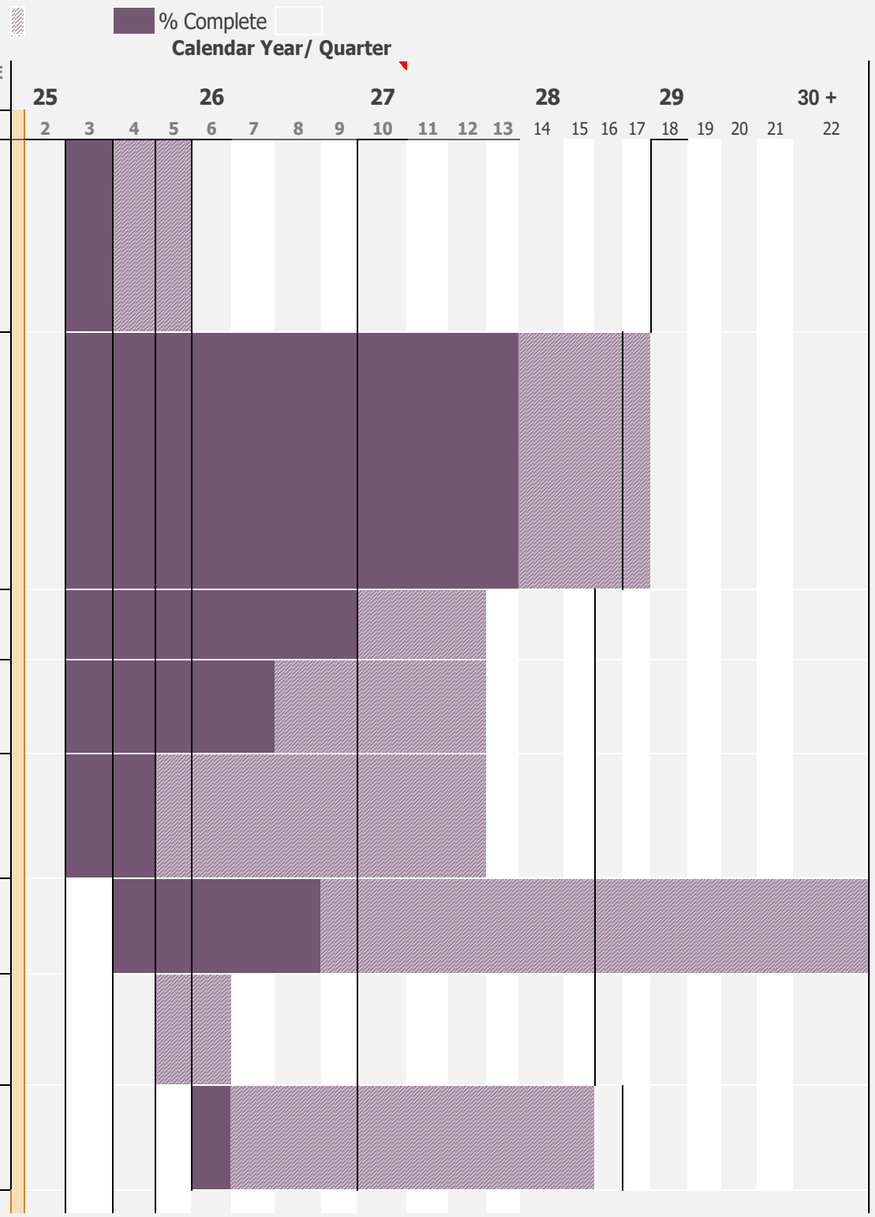
Led by a new town manager, staff delivers top-rate customer service through improved process/ procedures toward clear outcomes, with high morale while pursuing professional advancement. ☐

	Who	How - Ranked Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
AE 1	ADM, HR	**"Rally the Troops I"** by clarifying roles and responsibilities, and boosting morale. Host staff team building, professional advancement, and appreciation/networking events. $12K annual for staff team building, special events and morale. Q3 2025 and continuing.	3	10	25%
AE2	ADM	**Improve Town Center internet** by increasing bandwith. $5K annual increase. Q3 2025	3	1	50%
AE 3	ADM, TCL	**Hire Communications Director.** Duties such as: Improve/modernize online interaction as webmaster. Maintain events calendar including Town and select local business events; and enable public to documents and records for transparency. Adopt a "Style Guide" to coordinate messaging and branding among newletters, blogs, etc. Coordinate image and branding to support Master Plan, including adding a slogan to town logo; and which is consistent with streetscaping, signage. Coordinate events with branding & messaging. Assist during emergencies. Add a "Local Business is Our Business" link on webpage providing: FAQ including acquiring business licenses, business directory of local services and restaurants, promote summer specials, employee services such as housing availability, signage requirements and "suggestion box". Continue "Spotlight on Business" highlighting 1 business/month. By Q4 2025. $90K	4	1	0%
AE 4	FIN	**Rename "Human & Financial Resources Department"; hire Asssistant Finance staff.** Department leads recruitment, training, mentoring staff along with new Succession Plan, acquire/moderize HR software; Publish a clearer organizational chart in annual budget reflecting staff's scope and multi-tasking, and Council's policy-setting role so delegation of discretion to staff is clearer; Compose "Standard Operating Procedures and Staff Job Description Manual" with process, procedures, and desired outcomes; thereby facilitating clearer assignments and “stand ins” if necessary; analyze and recommend better health insurance benefit options; Design and implement professional advancement training (considering resources through various professional organizations (Leadership Palm Beach, FLC University, ICMA, AICP, ASME, other/; Conference training $15k budget, recurring. One FTE - $75k, recurring. Q4 2025	4	6	10%
AE 5	ADM, HR	**"Rally the Troops II"** by supporting staff advancement and growth, benefits, retention, and succession planning. Train and mentor staff on working with Boards for greater efficiency and results, and offer leadership training (see Leadership Palm Beach, FLC University, ICMA, AICIP, ASME, etc.) Reward performance with benefits such as salary and quality health insurance. $20K annual for management and leadership development. Benefits indeterminate. In house staff time. Outsource for management training. Q1 2026	4	4	25%
AE 6	FIN, TCL	**Replace software which is obsolete, non-existant, or incomplete;** begin with accounting/invoicing. Maintain public transparency through SP implementation, and availability of project, budget, or financial status through regular reporting and staff responsiveness. $35K recurring annual. Q4 2025 - Q2 2026 acquisition, training, rollout. (see trustradius.com/municipal, devstride.com, others). Also, if not fulfilled through regular staff reporting and SP implementation, evaluate the need and cost for Project Management software in Q2 2026.	5	3	25%
AE 7	PRM, POL	**Hire Fixed Asset Manager to produce "Comprehensive Facility Needs Assessment/Resilient Property Management Plan"**- Consider all Town’s land, building, tangible assets (vacant, built, and future space needs for all departments and policing, Council, town and emergency response operations, social and community events, etc.) Analyze facilities life cycles and maintenance/deferred maintenance; integrate facilities inspection and life cycle schedules; consider land surplussing, acquisition, and/or swaps, etc. as needed. New Hire $90K, or outsource $75K (with no continuing duties). Q1-Q3 2026; Incorporate Vulnerability Assessment findings (possibly stormwater/flooding mitigation adjacent to roads, utilities, or shorelines)- such Plan by Q1 2026 ($225K funded); design and build by Q1 2027 (Indeterminate).	5	2	50%
AE 8	FIN	**Evaluate/implement desired means to increase/sustain revenue.** (based on forecast). Rank the attractiveness of the limited sources. 1. Increased ad valorem tax revenue from urban (residential/commercial) growth or property value increase; 2. Annexation of lands offering more benefit than cost; 3. Not for Profits (foundations - new or existing; and/or Legacy/Estate giving); 4. Partnerships or grants from business, other governments, or other entities for cost sharing; including Countywide 1/2 cent transportation surtax. 5. Fees and Fines. In House or outsource- cost indeterminate; coordination with Audit Committee.	6	1	25%
AE 9	ADM	**Re-evaluate Quality of Staff Reports for Council Business Meetings.** If necessary, enhance with clearer/concise cover sheets and executive summary, justification statement, and key decision-making request. Provide alternatives including “do nothing” analyses, and strategic plan adherence scoring. In house cost. Q3 2026.	7	1	75%



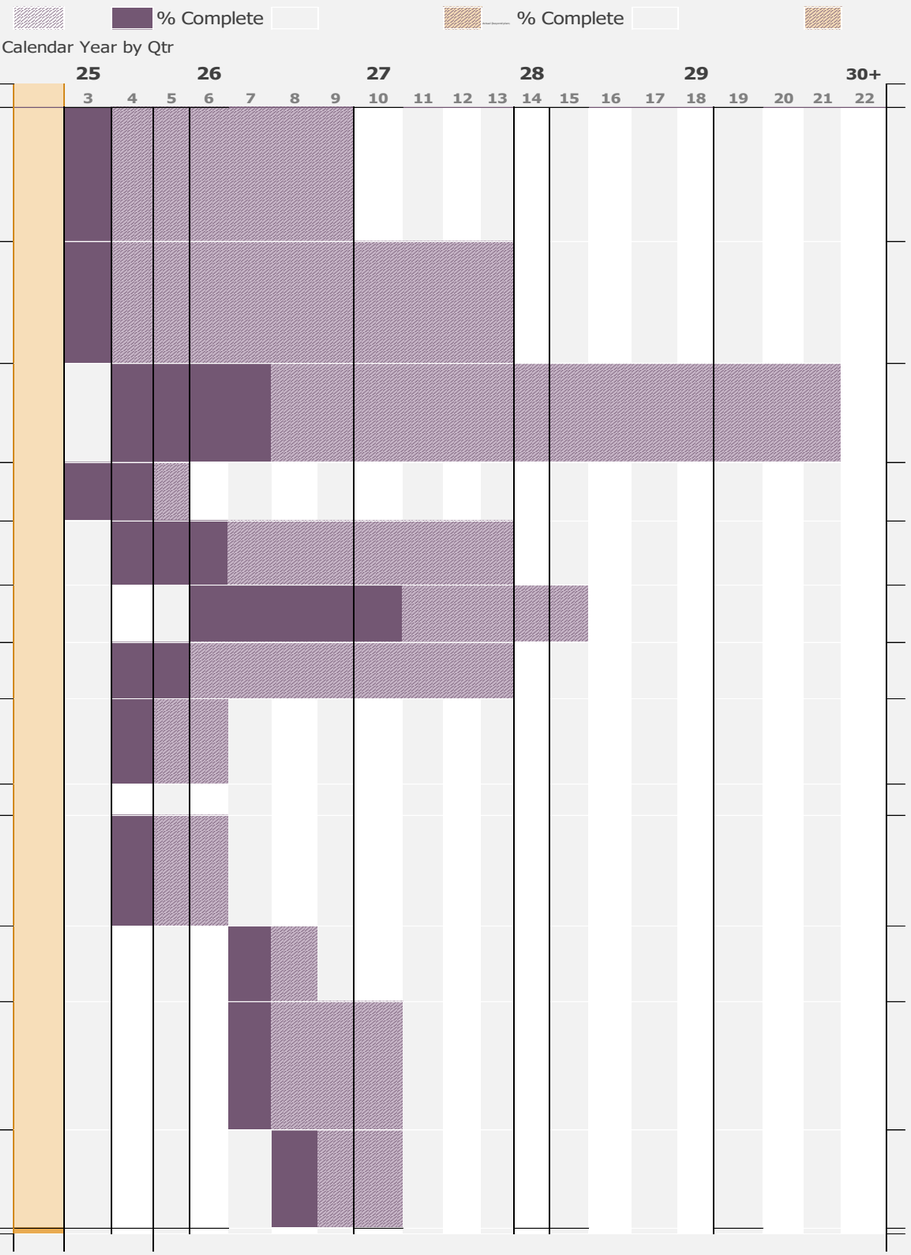
GOAL (STRATEGIC INITIATIVE): Council Effectiveness- **Advance consensus, trust, and influence through greater efficiency and participatory leadership.** Engage a broader community consensus among expanded/newly created committees, advisory boards, key community organizations and businesses; while improving efficiency, influence through partnerships, coalitions and advocacy. As part of Annual Budget, adopt a prioritized Strategic Plan which directs staff priorities and resources, encourages longer-range (5-10 year) continuity, and is regularly evaluated for success or adaptation. Increase influence/"clout" thru coalitions and smart strategies to achieve desired policy wins and acquire new/continuing resources.

	Who	How - Ranked Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
CE 1	TA	**"Get To Yes."** Achieve Greater Business Meeting Efficiency, Consensus, Cordiality through: a. With improved staff/council pre-meeting briefings, act on issues which are ripe for decisions, otherwise analyze them in staff reports or monthly remote salient issues day-time workshops (thus Council meets twice/month). b. Give clear and consistent policy direction to Manager, Attorney, Clerk (delegation to other staff is reserved to Town Manager, per Charter). c. Revisit/revise meeting agenda ordinance to shorten meetings by limiting agenda (no new items without unanimous consent), moving Council member comments among first items of meeting business, reviving "hard stop" time, using Parliamentary Procedure as needed, and ending meetings with "Good of the Order." Attorney time and additional scheduling, workshop accommodations. $7.5K Q3- Q1 2026 and continuing. Status- **Ensure decorum through Code of Conduct adoption?**	3	3	25%
CE 2	TC	**Empower dynamic new Town Manager** to lead "wearing many hats" such as: A. Liaison (effective and regular communication) with many groups including: neighboring communities, outside agencies, interest groups while coordinating with Councilmembers as "ambassadors" (League of Cities, local businesses and NPBCC, new "Heart of Juno" Village Center Association, homeowners and civic associations, Forum Group, Loggerhead Marinelife Center, Foundations/Not For Profits, FPL/Next Era Energy, NPBCC, PBBOCC, PBLC, PBTPA, FIND, FDEP, etc.). Evaluate existing/recommend new Interlocal Agreements/Memorandums of Understanding. B. Strengthen/form effective coalitions of coastal/small towns to lobby BOCC, State, or others for funding. Neighbors/ coalition partners include: N. Palm Beach, Tequesta, Jupiter, Palm Beach Gardens, Jupiter Inlet, Lake Park. Seek appointed seats on targeted regional agency Boards. C. Anticipate annexation on proactive not reactive basis. D. Solidify, recommend, negotiate new or expanded Interlocal or Mutual Aid Agreements as advisable. E. Ensure responsiveness to residents (e.g. Text the Manager APP) F. Mentor senior Staff for advancement and Succession Plan. G. Improve Council meeting efficiency through thorough pre-meeting briefings of Council members. More external meetings additional staff Time. Salary and benefits $200K est. Q3 2025 and recurring.	3	15	75%
CE3	TCL	**Continue or begin new town and community volunteer-sponsored special events** (festivals, arts, etc.) promoting commUNITY and fellowship among residents. Council and staff time. Q3 and continuing. **Cost indeterminate.**	3	10	75%
CE 4	TC	**Accommodate more public/ resident engagement** through listening events (coffee and/or roundtables outside of Council meetings). Delegate more autonomy and give careful consideration to Town committees and advisory board recommendations. For greater customer service implement website complaint/comment/Q & A portal and/or "Ask the Manager". Q3 2025 $25K	3	10	50%
CE 5	TC	**Form active/ effective regional coalition of towns** to lobby BOCC or others to overcome strategic disadvantage of small towns (median 6199 of 411 per FLC). Enhance communication, interlocal agreements (N Palm Tequesta, Jupiter, PB gardens, Jupiter Inlet, Lake Park (other munis, and County, Loggerhead, FPL/Next Era Energy, PBBOCC, FIND, etc.) so not reactive including annexation, solidify mutual aid, etc. Interlocal Agreements as needed (TPA, TCRPC, etc.) More external meetings, additional staff time indeterminate. [Note: Many "small towns" in FL; median population=6199 (source: FLC)]	3	10	25%
CE 6	TC	**Improve Advocacy (especially State and Regional)** by supporting Town Manager and Attorney in their outreach to coalitions, elected or agency officials, professional organizations, advocacy groups. Support **County's Transportation Surtax** with hopes of better achieving complete streets, more pedestrian friendly and multi-modal traffic safety. Indeterminate additional staff and Council time. Q4 2025 and continuing.	4	19	25%
CE 7	TA	**Re-examine Town Charter** to determine whether a different form of government may better serve the Town for efficiency of resources and decision-making. A rotating (1-2 year) Council Chairperson or ceremonial mayor, or strong Mayor may prove more cost effective and/or reduce divisiveness. Integrate with agenda-setting and meeting decorum. Add to attorney scope to assist appointed Charter Committee. See https://www.nlc.org/resource/cities-101-forms-of-local-government . $5K est. Q1-Q3 2026.	5	2	0%
CE 8	TCL, ADM	**Provide Professional Advancement for Councilmembers** striving for better Board performance/best practices for management teams. (For reference: 1. ICMA High Performing Team -Council Orientation Program ($1K group) at https://shop.learninglab.icma.org/products/lp_414736?variant=48733277585685; 2. FLC Certification of Elected Municipal Officials 3. Framework Consulting http://fwconsulting.com/ 4. Other TBA) $15K est. Q2 2026.	6	10	10%



GOAL (STRATEGIC INITIATVE) (excerpt): Manage Growth- Nurture the small-scale, quaint and historic residential town character of this premier coastal island community through regulations, incentives, and a 10-year Master Plan/Blueprint with 3 interlinked activity hubs from the village center to the sea. Support only limited or slow, smart, high quality, compatible development/ infill/ redevelopment balanced with property rights; Attract and maintain desirable mix of commercial/retail and convenient urban services. [See full goal statement]

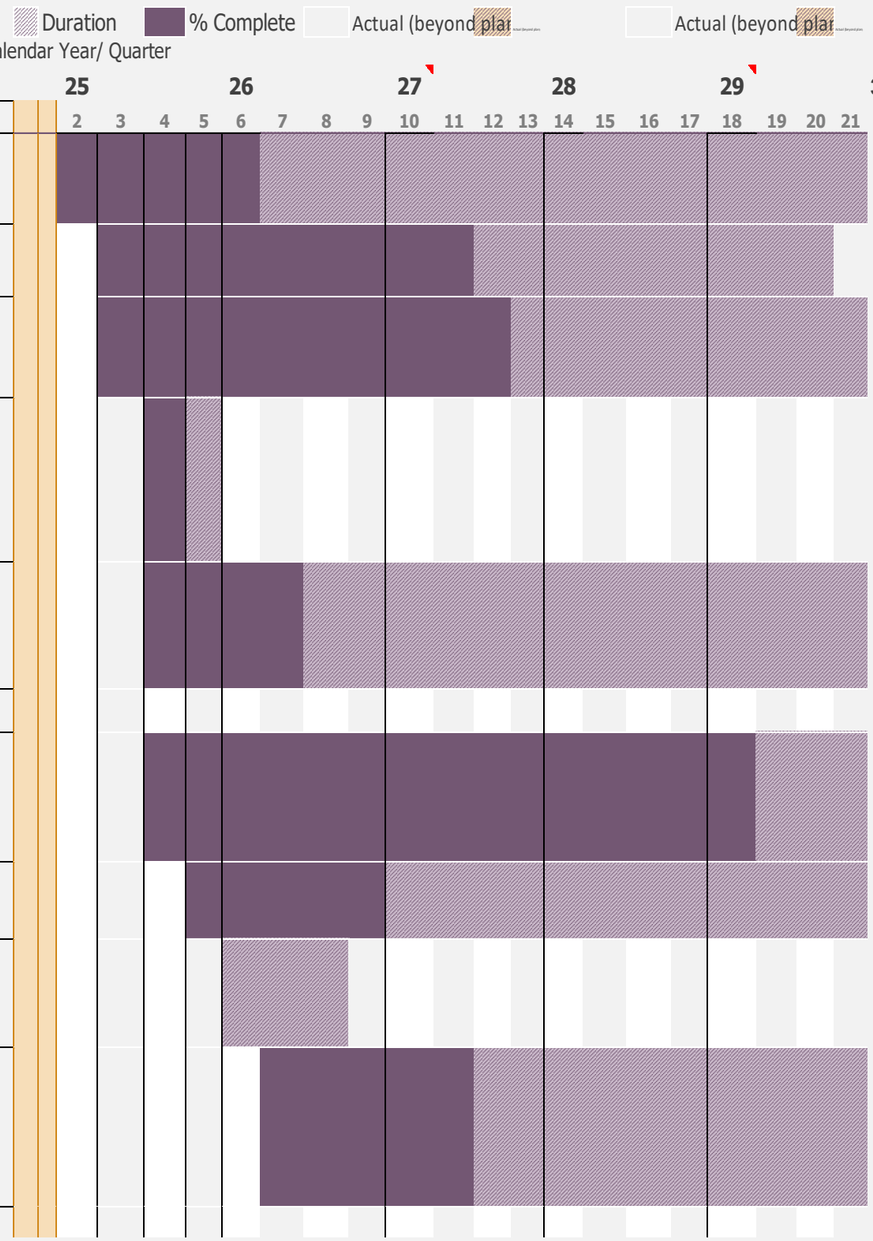
	Who	How - Ranked Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
MG1	PZ	**Complete Master Plan with 3 Activity Hubs, safe multi-modal/traffic management and desired architectural style.** Integrate coordinated streetscaping/streetside design and art with Caretta, a Complete Streets approach, Safe Streets designs with public attraction, hardscaping, shade thru landscaping, art, etc. Consider future development interests of key stakeholders such as land owners, potential developers; and consider the potential for undergrounding utilities. Outsourced to TCRPC for $125K completion by Q1 2026. Upon Plan completion, enhance existing logo with a slogan/branding capturing the Master Plan theming, which should be selected through community-wide polling. By Q4 2026. $15K estimate. 2-5 years to implement/build Master Plan policies and projects over 2-5 years; $5 M capital cost estimate.	3	7	25%
MG2	ADM, TC	A. For Master Planning and Plan implementation, **form a "Heart of Juno" Village Center Association**. This non-government mainstreet/chamber of commerce type organization with Board of Directors will: a. contribute to master plan design with streetscaping, b. coordinate and brand/market village center events and operations, c. coordinate and underwrite future events and attractions, d. regularly consult with Police to ensure public safety, e. consider village center free Wi-Fi/internet. Such Board will also attract and retain desired businesses and new tenants/development, ranging from "mom & pop" to world HQ offices. Q3 2025 and re-evaluate need/effectiveness by Q4 2027. [overlaps with Council goal for participatory governance]	3	11	10%
MG3	PZ, PRM, POL	**Prioritize mobility through pedestrian and vehicular safety** - Town-wide, in Master Planning, and streetscape beatification (see also A-D below). Staff time coordinating planning/engineering consultant; public/private shared responsibilities. Secure other agency/jurisdiction cooperation (TPA, State, local sidewalks thru Complete Streets, local land owners). Plans by 4Q 2025 thru Q4 2029 construction/implementation. Components A-D:	4	18	25%
MG4		A. **Oppose turn-lane additions** at US1/DRR Intersection in LRTP. Q2 2025.	3	3	75%
MG 5		B. Execute landscape architect contract for **US 1 Median design, permitting, construction.** Plan $100K est. by Q4 2025; Construct by Q4 2027; Capital cost TBA.	4	10	35%
MG6		C. Integrate "**Safe Streets for All" design** to achieve: Signaling / cross walk at US1/ Donald Ross intersection, Crosswalks on Ocean Drive, and 8-foot multimodal sidewalk/ path on Universe Blvd. SSA $100K funded 80/20 grant match; $50K est. additional. Begin Q1 2026?	6	10	50%
MG7		D. **Evaluate speed controls/calming devices** on specified roads; enhance walkability and pedestrian path lighting/ crosswalks, using Pedestrian Hybrid Beacons, and applying "Trail Go" funding (matching award ($200k) pending). Schedule and construction costs indeterminate.	4	10	25%
MG8	FIN, PZ	**Evaluate Fiscal Impact/Impact Fees:** While requiring applicants to explain fiscal or other community impacts from new development, evaluate cost/benefit of additional Town Impact Fees, and advantages of applicant submitting fiscal impact modeling thus better understanding concurrency (consult SFRPC and see https://smartgrowthamerica.org/resources/rationale-model-fiscal-ordinance/) In-house impact fee analysis; outsource fiscal impact analysis $35 K est. Q4 2025.	4	3	25%
		Revise Development Code (aka Land Development Regulations) or CDP in phases A, B, C:			
MG9	PZ	A. **Redevelop Beachfront and Commercial/Residential zones with desirable architecture.** 1. Resolve beachfront redevelopment code changes to settle alternatives for height/towers and subterranean parking. 2. Coordinate with ongoing "Appearance Review" to adopt checklist for architectural design features of each style within select commercial and residential regulated zoning codes; Characterize "Old Florida" commercial architectural and landscape requirements. (Form-based code not desired) Q4 2025. CMA consultant engaged. Cost indeterminate.	4	3	10%
MG10	PZ	B. **Preserve Historic Character.** For commercial/retail architectural style, consider compatibility with historic character of select residential areas. Coordinate with "Appearance Review" findings; preserve unique character by appointing a local historical preservation board and creating corresponding program. $50K state/local match grant pending. By Q3 2026.	7	2	10%
MG11	PZ	C. **Implement Master Plan/Complete CDP "Evaluation & Appraisal".** Revise appropriate urban design styles, size, scale, density/intensity, etc. resulting from Master Plan (Possible overlay?) and CDP "Evaluation and Appraisal" process. Emphasis on redevelopment goals, objectives, policies (architectural style), re-evaluation of Mixed Use category and Live Local law, including 60' or 12 story scale/intensity and 75/25% rule vs. 80/20 incentive. In house work. Include theoretical buildout population, and road LOS to govern growth. Promote select green building strategies, including chemical safe materials. In house costs plus $275K outsource estimate. Q2 2026- Q 1 2027	7	4	25%
MG12	PRM, PW	Re-evaluate and update prior engineering- cost/benefit **analysis of undergrounding transmission power lines.** Seek public/private financing options. $20-50M for construction phased over 10-15 years; coordinate with vulnerability assessment. (See Boca Raton/FPL undergrounding project for laterals as one comparison.) $175K Est. consultant/FPL analysis by Q3-Q1 2027. Construction contingent on referendum or other funding.	8	3	50%



GOAL (STRATEGIC INITIATIVE): Healthier Environment:

Achieve a healthier environment thru greater ecologic harmony, recreation/wellness, and neighborly fellowship to renew tight knit community cohesion. **Sub-Goals:** Value preservation/ecosystem balance town-wide to treasure all things environmental (beaches, parks, open space, wildlife and habitat). Assist and support maintenance and restoration of conservation areas using biological controls when feasible (removal of exotics, controlled burns, etc.); including protection in perpetuity (additional legal controls, adoption thru not-for-profits, etc.). Promote native vegetation and ecosystem preservation especially linked to storm resiliency; avoid or mitigate undesirable stormwater management (pesticides, hydrocarbons). Promote community fellowship/neighborliness with more resident social events from smaller block parties to larger Town Center assemblies.

	Who	How - Ranked Action Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
HE1	PRM, PW	Support/facilitate highest quality **beach preservation/maintenance** including nourishment, plantings, cleanups through partnership agreements with County, citizen groups, or not-for-profits. Integrate DRR Dune Walkover/drainage design/construction ($250K funded). 4Q 2025	2	21	25%
HE2	TA	Secure better legal **preservation which is guaranteed in perpetuity for ESLs/ natural areas**/ resources, parks, open spaces, Juno Dunes. $15K estimate. Q3 2025	3	18	50%
HE3	PW	Implement and maintain clear, consistent direction **for Pelican Lake Park Maintenance Plan** which encompasses wetland/shoreline/littoral and walkway landscaping, stormwater mitigation, reduction of runoff contaminants including nutrient load (such as bio-char), habitat creation, biologic controls such as grass carp. Cost - see annual budget(?) 3Q 2025 and ongoing.	3	20	50%
HE4	PW	**Hire one new environmental resource staff,** a multi-talented professional with qualifications such as horticulture, biology, environmental engineering, lake ecology, or related. Responsibilities include: Oversee Pelican Lake ecological survey update. Promote regulations limiting over-fertilization and pesticides; sustainable mosquito control; Florida-Friendly Landscaping. Oversee protection and maintenance of ESLs and beaches (see also Strategy for beach preservation/maintenance.) Enlist volunteer partners consulting groups such as Ecology Group, IFAS, seek others. Outsource or in-house survey? ($35K) by Q4 2025. Staff hire (1 FTE-90K) by Q1 2026.	4	2	10%
HE5	PW	Better manage **ESLs** by closely coordinating with County, FDEP, SFWMD, IFAS, FIND not-for-profits through existing or newly-drafted **cooperative and/or interlocal agreements** for resource management including control burns, exotics control, safety and patroling. Incorporate volunteer resident group clean ups. See AdoptaDune.com or adopt a wetland program(s). New staff person's time in-house. Q4 2025 and continuing.	4	18	25%
		Promote fellowship, recreation, education, & wellness of this tight knit community through (A-D):			
HE6	TCL	A. ***"Enjoy Juno Beach"*** Town Center/Pelican Lake Events, Exhibits, Festivals. Refresh/improve the focus (4 goals of this Plan) and marketing of Town Center events/activities programming (primarily for residents). Town and community sponsors. Add "Heart of Juno" Village Center marketing. Maintain the business of the month web advertising with fresh new name e.g. "Spotlight on a Juno business". $10K estimate annual budget. Q3 2025 and ongoing.	4	21	75%
HE7	POL	B. Facilitate ***"Know Your Neighbor"*** community initiatives such as steet barbeques, community gardens, beautification/clean-ups, signage. Optional Police-assisted block watch programs. Self-funded and/or sponsorhips, cost indeterminate. Q4 2025, continuing.	5	21	25%
HE8	PW, FIN	C. Design and Build ***"Pathway to Wellness ,"*** a multi-use pedestrian linear circuit linking Town Center to Beach and natural areas. Install signage which incorporates environmental appreciation, history, daily inspirations, etc. and memorials for donors through newly-established legacy giving program. Establish citizen ad hoc committee, designate lead group. Cost indeterminate. Begin Q2 2026	6	3	0%
HE9	TCL	D. ***"Love & Learn Our Community/Our Environment"*** - Facilitate guest lectures, interactive workshops, town hall style discussions on issues ranging from community planning to history and ocean/Florida ecology/energy. Student mentorship and/or podcast production opportunity. Led by Friends of Town Center Library (newly formed?), enlist volunteer help with resources/potential partners such as Historical Society, Ecology Group, FIU, FAU, LMC, NextEra/FPL, 1000 Friends of Florida. Staff accommodation among volunteer groups and partnership funding. Cost indeterminate. Q4 2026 and ongoing.	7	20	25%



2. Plan Impetus, Use, Method

How was this Plan inspired, composed, and how should it be used?

Recognizing the management and consensus-building benefits of strategic planning to vet and prioritize Town initiatives, Town leadership during Summer 2024 recruited a consultant to lead the effort. Over the ensuing seven months, planning consisted of:

- Comprehensive research including relevant plans (CDP, CIP, Council's Spring Goal Setting outcome)
- Field visits and application of local knowledge
- Resident participatory workshop
- Eleven interview sessions with staff and Council Members
- Council participatory workshop
- Staff participatory workshop
- Drafting and refinement including analysis, research, and staff feedback

During the process, participants were encouraged to consider the greatest opportunities and challenges facing the Town and County, then dream and think big, and entertain new ideas or approaches without dismissal. Later in the process (which meant moving from the possible to the probable, and then to the preferred) participants were asked to rank order various action strategies and engage lively and civil debate to seek general consensus. Through rank ordering, some ideas are pushed to later years out of practicality of what can be accomplished, or they might not be possible or desirable. Above all, the consensus action strategies should be the smartest and fewest which are matched to available - or future obtainable - resources.

After receiving input from residents, staff and Council, ideas and observations were synthesized into vision, goals, and action strategies. In some cases, they were enhanced by the consultant by drawing upon decades of community planning experience. Some action strategies are continuations or enhancements of current programs or projects, and some are new. Not all implementation or funding needs are answered, since a Plan should be aspirational; its success is achieved through adjustment and new resources secured over time.

The author remained a neutral third-party facilitator throughout the planning process. In composing and synthesizing ideas in this Plan document, he has exercised best professional judgment by taking editorial liberties where appropriate.

Plan Use and Measuring Results

The Plan is intended to focus Town efforts toward achieving the vision and mission through roughly 5 years (2030), and replaces the annual goal-setting practice now conducted by Council each Spring. As implementation proceeds, the more than thirty Action Strategies should also drive future adopted projects, policies, and budget/ expenditures. The Plan is to be integrated -- in whole, or in part with reference - into the Annual Budget. By adopting it in this manner, it encourages ongoing compliance.

Staff with reliance on committees, consultants, and partners must determine more action strategy detail and implementation tactics to adopt sufficiently detailed work plans, more refined costs, budgets and funding sources.

Staff reports should be revised to add a Strategic Plan Compliance Score. This would be integrated into agenda-item cover sheets with a scaled score from 1 to 5. A score of "1" meaning full compliance with a guiding principle, goal, and/or action strategy contained in this Plan. A score of "5" meaning it is a new issue, program, or action not contained in this Plan.

Following annual budget adoption by September, annual evaluation of progress toward achieving the Plan should be letter-graded in February of each year, which in turn aids in the budget formulation of the subsequent year. This means simple letter grades (A through D, and incomplete or obsolete), as well as "percent complete".

Additionally, staff performance reviews should include consideration of progress toward fulfilling the action strategies in the Plan, ideally using the corresponding performance measures.

Whereas larger cities or corporations may afford more comprehensive performance measurements or performance audits, the Town should first use the basic letter grading and "percent complete" evaluation of performance. In the future, the Town could request that the standing Audit Committee review and advise on using the more detailed performance measures presented to evaluate Plan progress. A tool already in place, Polco, may be used to measure resident satisfaction through on-line preference surveys however this cost is not factored into the Plan total.

The adoption of this Plan is, in itself, an action strategy aimed toward the Town's greatest opportunities and challenges. Plan monitoring as outlined provides additional public accountability and transparency. Vigilance to keep the current should be a Staff priority.

Methods of Strategic Planning

Various methods of strategic planning are a matter of style and budget, while some basic elements are common among methods. First, an organization contemplates "who they are, and what do want to be, become, or be known for." (Figure 1.) The result is to agree upon a shared vision. A vision can be accompanied by a mission, which defines overarching values of how we conduct ourselves in pursuit of the vision. A mission can also be defined as guiding principles, as it is in this Plan.



Figure 1. Vision and Mission. SOURCE: https://www.slideshare.net/slideshow/how-to-create-a-strategic-plan-for-a-lean-six-sigma-program-office/70185895#47

Examination of an organization's internal strengths and weaknesses, and external opportunities and threats gives rise to vision and mission. Also known as "SWOT", this analysis method includes ranks the various strengths, weaknesses, opportunities and threats. This Plan applies a simpler version, by condensing SWOT elements into the greatest opportunities and challenges facing the Town in the next five years.

To pursue the vision, aspirational goals and objectives are framed, making sure they address the greatest opportunities and challenges. Through vision, mission and goals, primarily "the why" of strategic planning is addressed. Next comes the difficult "how" which is defined in this Plan as "action strategies" (also known as "strategic initiatives").

Last but not least, the organization should gauge its success or need for adaptation through "performance measures" (also known as "key performance indicators", performance audits, self-evaluation, etc.).

The overall model described above is explained further by some as the Strategic Planning Pyramid. (Figure 2.)



Figure 2. Strategic Plan Pyramid. Source: Community Marine & Water Resource Planning

Another model which closely parallels strategic planning is known as "Six Sigma." It is an organizational and process improvement method attributed to Bill Smith at Motorola in 1986. A simplified version of that method, or "Lean Six", is summarized in Figures 3 and 4 below.



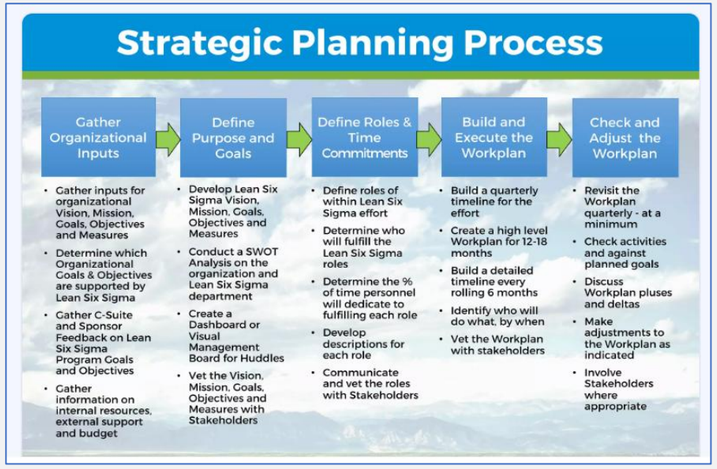


Figure 3. Lean Six Model. SOURCE: https://www.slideshare.net/slideshow/how-to-create-a-strategic-plan-for-a-lean-six-sigma-program-office/70185895#47

The strategic planning method used to generate this Plan is simplified and condensed due to time and budget. The emphasis of the scope of work was for overall community strategies and not focused on the Town's administrative staff and organization. Though the Plan does include an organizational element, in the author's experience that component is usually left to the leadership and autonomy of the Town/City Manager.

Action Strategies as detailed in Part B of this Plan include general descriptions intended to enable staff to write work plans, but do not contain work plans as outlined in the Six Sigma method. Action Strategies include descriptions of who is assigned as lead, project start and duration, and estimated cost (if known). The anticipated project start and duration reflects its ranking/priority.

3. Community Inputs: Opportunities and Challenges

A strategic planning process typically begins with an honest examination of “where we are now.” To answer this, processes such as “Environmental Assessment,” or “SWOT” which means “Strengths, Weaknesses, Opportunities and Threats” can be applied. For this project SWOT was simplified into identifying the most important Challenges and Opportunities through all parts of discovery. Discovery consisted of:

- Research of key town plans and documents
- Field visits
- Three participatory workshops each exclusively for:
  - Residents
  - Town Council (including Town Manager and Attorney)
  - Leadership Staff





Convened collaborative workshops in December 2023 and January 2024 to formulate the Strategic Plan.

Is a glass half full, or half empty? There is not a bright line of distinction between opportunities and challenges, as much depends on perspective. For example, a difficult challenge can be approached as a significant opportunity. Selected significant Opportunities and Challenges are summarized and synthesized below, while a more expansive list is available in project files.

Opportunities

- Remain relatively small, beautiful, quaint, safe and affluent.
- Council invited to more consistently follow professional staff advice/recommendations.
- Find a unified vision.
- Staff could be more assertive to defend professional opinions and oversight responsibilities.
- Invest in projects that practically/best serve residents.
- Attract and keep top-notch staff, and consultants.
- Council can team build, interact outside of council meetings without Sunshine consequences.

Challenges

- Staff morale needs a boost for more effectiveness, to reduce turnover, and inspire top-notch customer service.
- Urban growth pressures which threaten the small-town feel.
- Split or tie Council decisions, or micromanaging has unintended consequences among staff and consulting community; some may stray into legality.
- Fiscal sustainability while too often having “champagne taste on a beer budget”.
- Operating revenue trend line is negative. No growth means no new revenue.
- Claiming to be “tight knit” while community division often palpable.
- Yesterday technology tomorrow – tech challenged.
- Not investing in up-to-date staff tools.
- Effective and consistent communication.
- Council micromanaging staff.
- Personal animus among some Councilmembers and some residents.

Tangible evidence of challenges includes lengthy recruitment periods, recent turnover, and diminishing supply of candidates. As for revenue, a forecast by the Town in Q4 of 2024 showed a flat/diminishing trend probably explained by the County’s anticipated sunset of infrastructure surtax revenue. Factoring in anticipated new revenue from new residences approved or under construction, this forecast revised in 2025 estimates revenue growth at 4.8% over four years (assumptions include no change in ad valorem tax rate, no inflation, and no increase in property value). This means a conservative estimate of $352,692/year permanent increase by 2028-29, with incremental increases up to that year (see table). Action Strategy AE8 proposes an examination of the town’s fiscal resiliency/sustainability to address this challenge.

4. Measuring Results (Detail)

Staff reports should be revised to add a Strategic Plan Compliance Score. This would be integrated into agenda item cover sheets with a scaled score from 1 to 5. A score of “1” meaning full compliance with a guiding principle, goal, and/or action strategy contained in this Plan. A score of “5” meaning it is a new issue, program, or action not contained in this Plan.

Following annual budget adoption by September, annual evaluation of progress toward achieving the Plan should be letter-graded in February of each year, which in turn aids in the budget formulation of the subsequent year. This means simple letter grades (A through D, and incomplete or obsolete), as well as “percent complete”.

Additionally, staff performance reviews should include consideration of progress toward fulfilling the action strategies in the Plan, ideally using the corresponding performance measures.

Whereas larger cities or corporations may afford more comprehensive performance measurements or performance audits, the Town should first use basic letter grading and “percent complete” evaluation of performance at least once/year. If that process is inadequate, the Town should assign the standing Audit Committee to review and advise on using the more detailed performance measures below to evaluate Plan progress. A tool already in place, Polco, may be used to measure resident satisfaction through on-line preference surveys however this cost is not factored into the Plan total. The adoption of this Plan is, in itself, an action strategy aimed toward the Town’s greatest opportunities and challenges. Plan monitoring as outlined provides additional public accountability and transparency. Vigilance to keep the Plan current should be a Staff priority.

Administrative Excellence	• Engage a Town organizational audit to measure process improvement such as shorter permitting or construction times, less contract change orders. • Annually reassess process and procedures seeking improvements. • Shorter, more efficient and on-schedule Council business meetings with certainty of outcome. • Achieve staff professional advancement, longevity, and continuity.
Council Effectiveness	• Public/resident/ business satisfaction improvement measured through Polco online survey. If not Polco, engage new survey method. • Shorter meetings which still accomplish desired actions. • Less divisiveness and more consensus, measured by more unanimous or 4 to 1 votes. • Greater transparency, measured by satisfaction from Audit Committee. • Shorter, more efficient and on-schedule Council business meetings with certainty of outcome.
Manage Growth	• Negotiated deals with land owners/developers to set aside land/water resources, transfer of development rights, other positive influence. • Positive revenue impact to Town from applicant fees including impact fees and fiscal impact modeling. • Is a quiet seaside community feeling maintained? As measured by citizen satisfaction survey and/or Council election platforms/results. • Completion of various streetscaping, traffic control, and multi-modal accommodation projects. • Demonstrate safer streets through reduced vehicle/pedestrian encounters, improved vehicle accident data. Assign police enforcement at “hot spots.” • Traffic efficiency: Measure seasonal traffic patterns to determine projects to improve vehicle flow, time at traffic signals. • Demonstrated managed development- population trend/rate of growth; traffic relief (peak/off-peak volume; accident trends flat or declining); Pedestrian safety measured by community perception, incident report trend.
Healthier Environment	• Maintain good Pelican Lake and surrounding land using metrics measuring ecologic balance including water quality and diversity of species. • Through participant text or Email surveys, gauge participant satisfaction with various events at the Town Center or Village Center. • Gauge resident feeling of wellness using Polco survey questions.

5. Acronyms, Sources, Credits

Acronyms	
AICP	FLC University, ICMA, AICP, ASME (add Edit)
CC	Code Compliance
DRR	Donald Ross Road
ESL	Environmentally Sensitive Lands
FDEP	Florida Department of Environmental Protection
FIND	Florida Inland Navigation District
FLC	Florida League of Cities
FTE	Full Time Equivalent (Town staff position)
ICMA	International City/County Managers Association
IFAS (UF)	Institute of Food and Agricultural Sciences (University of Florida)
LMC	Loggerhead Marinelife Center
LRTP	Long-Range Transportation Plan (Palm Beach County)
NGO	Non-Governmental Organizations
NPBCC	North Palm Beach Chamber of Commerce
PBOCC	Palm Beach County Board of County Commissioners & Staff
PBLC	Palm Beach (and Florida) League of Cities
SFRPC	South Florida Regional Planning Council
SFWMD	South Florida Water Management District
TCRPC	Treasure Coast Regional Planning Council
TPA	Palm Beach County Transportation Planning Agency (MPO)
Town Departments	
ADM	Administration- Town Manager
FIN	Finance Department
HR	Human Resources
POL	Police Department
PRM	Project Coordinator/ Risk Manager
PZ	Planning and Zoning, Code Compliance
PW	Public Works Department
TA	Town Attorney
TC	Town Mayor and Council
TCL	Town Clerk

Sources, Credits, References

1. Goleansixsigma.com- see specific references.
2. Various photographs identified throughout Copyright 2025 by B. Leena Newcomb. Field photos by B. Leena Newcomb, 2024 (https://www.linkedin.com/in/leena-newcomb-1baa7538). Various town photos from Town of Juno Beach Clerk files.
3. Request for use of select icons/graphics is pending with: Iconfinder, vectorified.com, Vectorstock, dreamstime.com, vecteasy.com
4. Additional Opportunities and Challenges were presented at workshops and are available in the consultant's project files.
5. Presentations (PowerPoint format) from each of the three workshops are available in the project files from the Clerk's office
6. Vibrant Community Plan Model is authored and copyrighted by James E. Karas, Community Planner, 2014.
7. Regarding Strategic Action MG 1 for rebranding, logo adaptation, and possible slogan adoption after the Master Plan is complete, numerous ideas from workshops can be made available from project files.
8. Various other Sources are included in text or footnoted.
9. The Plan was facilitated and authored by consultant James E. Karas, Planner/Facilitator, Community, Marine & Water Resource Planning for the Town of Juno Beach, FL whose work is copyrighted 2025 and not to be used or reproduced without attribution. Project deliverables are the property of the Town of Juno Beach, a public entity. Images herein are conceptual examples and do not imply adopted policy or development rights.

Community, Marine & Water Resource Planning
Advocacy, Facilitation & Conflict Resolution

Town of Juno Beach Strategic Plan

Executive Summary

The Town of Juno Beach Strategic Plan outlines four major Strategic Initiatives to guide the Town's operations, community development, and environmental stewardship over the next several years. These initiatives reflect the Town Staff and Town Council's commitment to Administrative Excellence, Council Effectiveness, Managing Growth, and Environmental Conservation & Community. Each initiative includes specific goals, measurable action steps, timelines, and budget allocations where applicable. The plan serves as both a work plan for budgeting purposes and a quarterly monitoring tool to ensure accountability, transparency, and progress toward shared community goals.

Strategic Initiative I: Administrative Excellence

Goal: Provide top-tier service to residents by strengthening organizational capacity, modernizing technology, improving communication and transparency, and investing in staff development.

1. Rally the Troops I – Clarify Roles, Responsibilities & Boost Morale

Objective: Strengthen teamwork, staff engagement, and role clarity to improve service delivery.

Action Steps:

- - Conduct a role review for each position and update job descriptions.
- - Publish clear organizational charts showing responsibilities and Council's policy-setting role.
- - Hold quarterly department meetings to address overlaps or gaps in duties.
- - Host quarterly staff appreciation, networking, and team-building events.
- - Maintain an annual $12,000 budget for morale-building activities.

Success Measures:

- - Increased employee satisfaction scores.
- - Reduced turnover.
- - Higher interdepartmental collaboration rates.
- -Annual Succession review.

2. Communication, Branding & Business Support

Objective: Modernize Town communications, unify messaging, and promote local businesses.

Action Steps:

- - Upgrade the Town website for ADA compliance, mobile responsiveness, and intuitive navigation.
- - Maintain an updated events calendar including Town and select local business events.
- - Enable online public records request tools.
- - Adopt a Town Style Guide for all communications to ensure consistency across newsletters, blogs, and other media.
- - Align branding with Master Plan vision — add slogan to Town logo consistent with streetscaping and signage.
- - Coordinate event promotion to match branding standards.
- - Assist during emergencies with rapid communications.
- - Create a 'Local Business is Our Business' page with FAQs, business directory, seasonal promotions, housing info, signage requirements, and suggestion box.
- - Continue 'Business Spotlight' program, highlighting one business per month.

Success Measures:

- - Increased resident engagement with Town communications.
- - Growth in website traffic to business resources.

3. Rally the Troops II – Professional Advancement, Retention & Succession Planning

Objective: Support employee growth, benefits, retention, and leadership development.

Action Steps:

- - Rename the Human & Financial Resources Department to reflect full scope.
- - Hire an Assistant Finance Staff member.

- - Lead recruitment, training, and mentoring programs.
- - Implement a Succession Plan for key positions.
- - Acquire/modernize HR software.
- - Publish updated organizational chart annually in the budget.
- - Develop Standard Operating Procedures and a Staff Job Description Manual.
- - Evaluate and recommend health insurance benefit improvements.
- - Offer leadership and technical skill training (Leadership Palm Beach, FLC University, ICMA, AICP, ASME, etc.).
- - Allocate $15,000 annual budget for conference/training participation.
- - Allocate $20,000 annual budget for management and leadership development.
- - Outsource for management training where appropriate.

Success Measures:

- - SOPs completed for all departments.
- - Increased internal promotions.
- - Improved satisfaction with benefits and advancement opportunities.

4. Technology Modernization & Transparency

Objective: Improve service delivery, accountability, and public access to information through upgraded systems.

Action Steps:

- - Replace obsolete or incomplete software, starting with accounting/invoicing systems.
- - Evaluate need and cost for project management software.
- - Implement online budget/project tracking for transparency.
- - Maintain $35,000 recurring annual budget for software licensing and maintenance.

Success Measures:

- - Faster, more accurate reporting.
- - Increased public engagement with online budget tools.

5. Comprehensive Facility Needs Assessment & Resilient Property Management Plan

Objective: Ensure Town assets are maintained, resilient, and aligned with future needs.

Action Steps:

- - Assign Risk Management or Public Works or combined assignments as Fixed Asset Manager.
- - Inventory all Town land, buildings, and tangible assets.
- - Analyze facility life cycles and deferred maintenance.
- - Integrate inspection and lifecycle schedules.
- - Consider land surplussing, acquisitions, or swaps.
- - Incorporate Vulnerability Assessment findings (stormwater/flood mitigation).

Success Measures:

- - Facility plan adopted with inspection schedules and updated annually.
- - Reduced deferred maintenance backlog.
- -Integration of resilience measures into facility planning.
- -Annual facilities inspection completed.

6. Sustainable Revenue Strategy

Objective: Identify and implement long-term revenue streams to support services and infrastructure.
Action Steps:

- - Develop a revenue forecast.
- - Rank revenue options: increase ad valorem revenue, annexation, not-for-profit foundations/legacy giving, partnerships/grants, fees/fines.
- - Coordinate with Audit Committee to evaluate feasibility (in-house or outsourced).

Success Measures:

- - New revenue streams implemented.
- - Reduced reliance on single funding sources.

7. Improve Quality of Staff Reports for Council

Objective: Ensure concise, decision-ready information is provided to Council.
Action Steps:

- - Review current report formats.
- - Implement standardized template with cover sheet, executive summary, justification, decision request, alternatives, including a "do nothing" option, and strategic plan adherence score.
- - Links to supporting documents and historical documents where the same topic or a similar issue was addressed by the Town.

Success Measures:

- - Council feedback shows higher satisfaction with meeting preparation.

8. Archive & Codify Historical Records* NEW * not in original list by James Karas

Objective: Ensure permanent access to historical, zoning, and planning records.
Action Steps:
- Catalog and digitize historical records.

- Codify Planned Unit Development (PUD) language into ordinances.
- Add zoning-by-street chart to Town Code.

Success Measures:
- All records digitally accessible.
- PUD language and zoning chart integrated into code.

Strategic Initiative II: Council Effectiveness

Goal: Provide better citizen representation in a professional manner by Town Council through improved meeting efficiency, proactive intergovernmental relationships, enhanced public engagement, and professional development.

1. Council Meeting Efficiency & Professionalism

Objective: Improve the productivity, consensus, and cordiality of Council business meetings.

Action Steps:

1. Conduct thorough pre-meeting briefings with staff so issues are fully analyzed before coming to Council.
2. Act only on issues ripe for decision; defer others for additional staff research or resident input.
3. Provide clear, concise staff reports with recommendations and alternatives.
4. Incorporate mentorship of senior staff into meeting preparation for leadership growth.

Success Measures:
- Reduction in meeting length without loss of quality decision-making.
- Council satisfaction with preparedness and clarity of agenda items.

2. Strengthen Intergovernmental & Regional Partnerships

Objective: Build strong, proactive relationships with neighboring communities, agencies, and advocacy groups to advance Town interests.

Action Steps:

1. Assign Council and staff as ambassadors to specific external organizations (League of Cities, NPBCC, PBBOCC, Loggerhead Marinelife Center, FPL/NextEra Energy, FIND, FDEP, PBTPA, etc.).
2. Evaluate existing and recommend new Interlocal Agreements/MOUs to address mutual priorities.
3. Form or join coalitions of coastal/small towns to lobby County, State, and

regional agencies for funding and policy support.
4. Seek appointed seats on targeted regional boards.
5. Anticipate and plan for annexation opportunities proactively.
6. Solidify and negotiate mutual aid agreements as advisable.
7. Support County Transportation Surtax to improve complete streets, multimodal safety, and traffic flow.
Success Measures:
- Increased number of active Interlocal Agreements and MOUs.
- Town representation on regional boards.
- Funding or grants obtained through coalition efforts.

3. Public Engagement & Community Building

Objective: Expand opportunities for residents to participate in civic life and feel connected to the Town.
Action Steps:
1. Continue volunteer-sponsored special events (festivals, arts, community gatherings).
2. Host regular listening events (coffee chats, roundtables) outside formal Council meetings.
3. Implement a website complaint/comment/Q&A portal and "Ask the Manager" feature for resident feedback.
4. Give greater autonomy to Town committees and careful consideration to advisory board recommendations.
5. Ensure responsiveness to residents through tools such as a Text the Manager app.
Success Measures:
- Increased attendance at community events and engagement sessions.
- Reduction in average response time to resident inquiries.
- Higher resident satisfaction scores in annual surveys.

4. Advocacy & Representation

Objective: Ensure the Town's voice is heard at the State, County, and regional levels on key issues affecting residents.
Action Steps:
1. Support the Town Manager and Attorney in outreach to coalitions, elected officials, agencies, and advocacy groups.
2. Coordinate with other municipalities and partners (N. Palm Beach, Tequesta, Jupiter, Palm Beach Gardens, Lake Park, etc.) to address shared priorities.
3. Create a targeted advocacy calendar to align outreach with legislative and budget cycles.

Success Measures:
- Documented advocacy actions taken annually.
- Legislative or funding wins that support Town priorities.

5. Professional Development for Councilmembers

Objective: Strengthen governance skills and adopt best practices for high-performing municipal leadership teams.
Action Steps:
1. Enroll Councilmembers in ICMA High Performing Team – Council Orientation Program ($1K group).
2. Complete FLC Certification of Elected Municipal Officials.
3. Utilize Framework Consulting and other professional training providers as needed.
4. Include ongoing refresher workshops to maintain performance standards.
Success Measures:
- All Councilmembers complete at least one formal training annually.
- Improved Council self-assessment scores on teamwork and governance.

Strategic Initiative III: Manage Growth

Goal: Nurture the small-scale, quaint, and historic characteristics of Juno Beach while supporting limited, high-quality, and compatible development; balance property rights with preserving character and maintain a desirable mix of commercial/retail and urban services through a 10-year Master Plan with three interlinked activity hubs from the Village Center to the sea.

1. Complete & Implement Master Plan

Objective: Finalize and implement the Town's Master Plan with three activity hubs, integrating mobility, streetscape, and architectural goals.
Action Steps:
1. Finalize Master Plan with three interlinked activity hubs from Village Center to the sea, incorporating:
   - Safe multi-modal traffic management.
   - Desired architectural styles.
   - Coordinated streetscaping/streetside design.
   - Public art, shade landscaping, and hardscaping.
   - Consideration of underground utilities.
2. Engage TCRPC for outsourced completion ($125K) by Q1 2026.
3. Develop an implementation schedule for policies and capital projects over 10–20 years ($5M estimated capital cost).
Success Measures:
- Master Plan adopted by Q1 2026. [push out date so that seasonal residents may participate, SB 180 makes less urgent]
- Implementation projects initiated on schedule.

2. Community Branding & Identity

Objective: Align branding with the Master Plan vision to reinforce community identity.
Action Steps:
1. Upon Master Plan completion, enhance Town logo with a slogan reflecting plan themes.
2. Conduct community-wide polling to select branding.
3. Estimated cost $15K; completion by Q4 2026.
Success Measures:
- Community-approved branding adopted.

- Branding integrated into public spaces and communications.

3. Village Center Activation – "Heart of Juno" Association

Objective: Establish a Village Center Association to foster economic vitality and a vibrant community hub.
Action Steps:
1. Form a non-government main street/chamber-style association with a Board of Directors.
2. Responsibilities to include:
   - Contributing to Master Plan streetscaping designs.
   - Coordinating and branding/marketing Village Center events.
   - Attracting and retaining desired businesses.
   - Consulting with police on public safety.
   - Considering free public Wi-Fi.
3. Launch by Q3 2025; re-evaluate effectiveness by Q4 2027.
Success Measures:
- Association operational with active events program.
- Positive business tenant mix and occupancy rates.

4. Mobility & Streetscape Enhancements

Objective: Improve pedestrian and vehicular safety while enhancing the visual appeal of public spaces.
Action Steps:
1. Oppose turn-lane additions at US1/Donald Ross Road in LRTP (Q2 2025).
2. Landscape architect contract for US1 median design by Q4 2025 ($100K estimate); construction by Q4 2027.
3. Integrate "Safe Streets for All" design for:
   - Signal/crosswalk at US1/Donald Ross.
   - Crosswalks on Ocean Drive.
   - 8-foot multimodal sidewalk/path on Universe Blvd. ($100K funded 80/20 grant match).
4. Evaluate speed controls, pedestrian lighting, and Pedestrian Hybrid Beacons.
Success Measures:
- Reduced traffic accidents involving pedestrians.
- New crosswalks, lighting, and pathways completed.

5. Fiscal Impact & Impact Fee Analysis

Objective: Ensure new development contributes appropriately to infrastructure and service costs.
Action Steps:

1. Require applicants to submit fiscal or community impact statements.
2. Evaluate cost/benefit of additional Town impact fees.
3. Consider outsourcing fiscal impact modeling ($35K est., Q4 2025).

Success Measures:
- Adoption of updated impact fee policies.
- Development approvals informed by fiscal analysis.

6. Land Development Regulation & CDP Updates

Objective: Revise zoning and development regulations to preserve character, guide redevelopment, and meet Master Plan goals.

Action Steps:

A. Beachfront & Commercial/Residential Redevelopment
- Resolve height/tower and subterranean parking policies.
- Adopt architectural checklists for commercial and residential codes ("Old Florida" style). Q4 2025.

B. Historic Character Preservation
- Consider compatibility with historic residential areas.
- Establish a local historical preservation board/program. $50K state/local grant pending. Q3 2026.

C. Master Plan Integration & CDP Evaluation/Appraisal
- Revise urban design styles, size, scale, density, and intensity.
- Address mixed-use and Live Local law implications.
- Include buildout population and road LOS standards. $275K outsourcing estimate. Q2 2026–Q1 2027.

Success Measures:
- Updated LDRs adopted in phases.
- Increased alignment of development with Town vision.

7. Undergrounding Utilities

Objective: Improve aesthetics, storm resilience, and safety through utility undergrounding.

Action Steps:
1. Re-evaluate prior engineering and cost/benefit analyses.
2. Seek public/private financing options.
3. Engage consultant/FPL for analysis ($175K est., Q3 2026–Q1 2027).
4. Construction contingent on referendum or funding; $20–50M phased over 10–15 years.

Success Measures:
- Completed feasibility and financing plan.
- Project ready for voter or funding approval.

Strategic Initiative IV: Environmental Conservation & Community

Goal 1: Preserve and protect Juno Beach's natural areas, beaches, parks, and open spaces through proactive management, partnerships, and sustainable practices that ensure long-term ecological health.

1. Beach Preservation & Coastal Resilience

Objective: Maintain high-quality beaches and dunes to protect the shoreline, enhance recreational use, and support coastal ecosystems.

Action Steps:
1. Partner with Palm Beach County for sand re-nourishment and dune planting projects.
2. Coordinate beach cleanup programs with citizen groups and not-for-profits.
3. Integrate Donald Ross Road Dune Walkover/drainage project into coastal protection efforts.
4. Formalize partnership agreements with County and stakeholders to ensure recurring maintenance.

Success Measures:
• Regular beach re-nourishment and dune restoration completed on schedule.
• Increased volunteer participation in cleanups.
• Measurable reduction in dune erosion rates.

2. Legal & Regulatory Protection for Natural Areas

Objective: Secure permanent protection of Juno Beach's environmentally sensitive lands and open spaces.

Action Steps:
1. Advocate for a County overlay district guaranteeing perpetual preservation of environmental lands, parks, and open spaces.
2. Work with County and State agencies to codify protections into enforceable regulations.
3. Identify and document all parcels that should be included in protected status.

Success Measures:
• Adoption of overlay district with legal guarantees.
• All designated lands mapped and recorded as protected.

3. Pelican Lake Park Management & Restoration

Objective: Maintain and enhance the ecological and recreational value of Pelican Lake Park.

Action Steps:
1. Implement and maintain a Pelican Lake Park Maintenance Plan that addresses:
   • Wetland, shoreline, and littoral plant management.
   • Walkway landscaping.
   • Stormwater mitigation and runoff contaminant reduction (nutrient load).
   • Habitat creation.
   • Biological controls (e.g., grass carp).
2. Retain an Environmental Contractor to oversee the maintenance program.
3. Establish a succession plan for maintenance leadership, including a horticulture student internship through Palm Beach State College.

Success Measures:
• Improved water quality and habitat diversity in Pelican Lake.
• Reduced nutrient load and runoff contaminants.
• Positive public feedback on park condition.

4. Cooperative Management of Natural Areas

Objective: Ensure the ongoing protection and professional management of Juno Dunes and other environmentally sensitive areas.

Action Steps:
1. Maintain regular coordination with Palm Beach County, FDEP, SFWMD, IFAS, FIND, and environmental non-profits.
2. Use existing cooperative and interlocal agreements to formalize shared management responsibilities.
3. Monitor and document management activities for compliance with environmental best practices.

Success Measures:
• Continued County oversight of Juno Dunes.
• Active interlocal agreements in place with clear responsibilities.
• Documented improvements in habitat health and biodiversity.

Goal 2: Promote fellowship, recreation, education, and wellness in Juno Beach while preserving and celebrating its natural environment.

5. "Enjoy Juno Beach" – Town Center & Pelican Lake Events

Objective: Create a vibrant hub of cultural, recreational, and community activities that align with the goals of the Strategic Plan.

Action Steps:
1. Refresh and improve the focus of Town Center events and activities programming, emphasizing the four goals of the Strategic Plan.
2. Market events primarily for residents through Town and community sponsors.
3. Integrate "Heart of Juno" Village Center marketing to boost participation.
4. Maintain and rebrand the Business of the Month program (e.g., "Spotlight on a Juno Business").
5. Allocate $10K annual budget for event promotion and programming.
Timeline: Q3 2025 launch; ongoing thereafter.

Success Measures:
- Increased resident participation in Town events.
- Stronger business visibility through rebranded spotlight program.

6. "Know Your Neighbor" Community Initiatives

Objective: Foster connections and neighborhood pride through grassroots community activities.

Action Steps:
1. Support and promote street barbecues, community gardens, beautification projects, and clean-up days.
2. Encourage installation of neighborhood signage to build identity.
3. Offer optional Police-assisted block watch program.
4. Facilitate sponsorships or self-funded models for sustainability.
Timeline: Q4 2025 start; ongoing.

Success Measures:
- Increased participation in neighborhood-level events.
- Growth in community garden plots and beautification projects.

7. "Pathway to Wellness" – Pedestrian Circuit

Objective: Create a safe, scenic, and educational pedestrian route linking key community and environmental destinations.

Action Steps:
1. Design and construct a multi-use pedestrian linear circuit connecting Town Center, the beach, and natural areas.
2. Install interpretive signage incorporating environmental appreciation, local history, inspirational messages, and donor memorials.
3. Establish a legacy giving program to support the project.
4. Form a citizen ad hoc committee to oversee design and fundraising.
Timeline: Begin Q2 2026.

Success Measures:
• Completion of linked pedestrian route.
• Number of donor memorials and interpretive signs installed.

8. "Love & Learn Our Community / Our Environment" – Educational Series

Objective: Increase awareness of local history, environmental stewardship, and community planning through interactive learning.

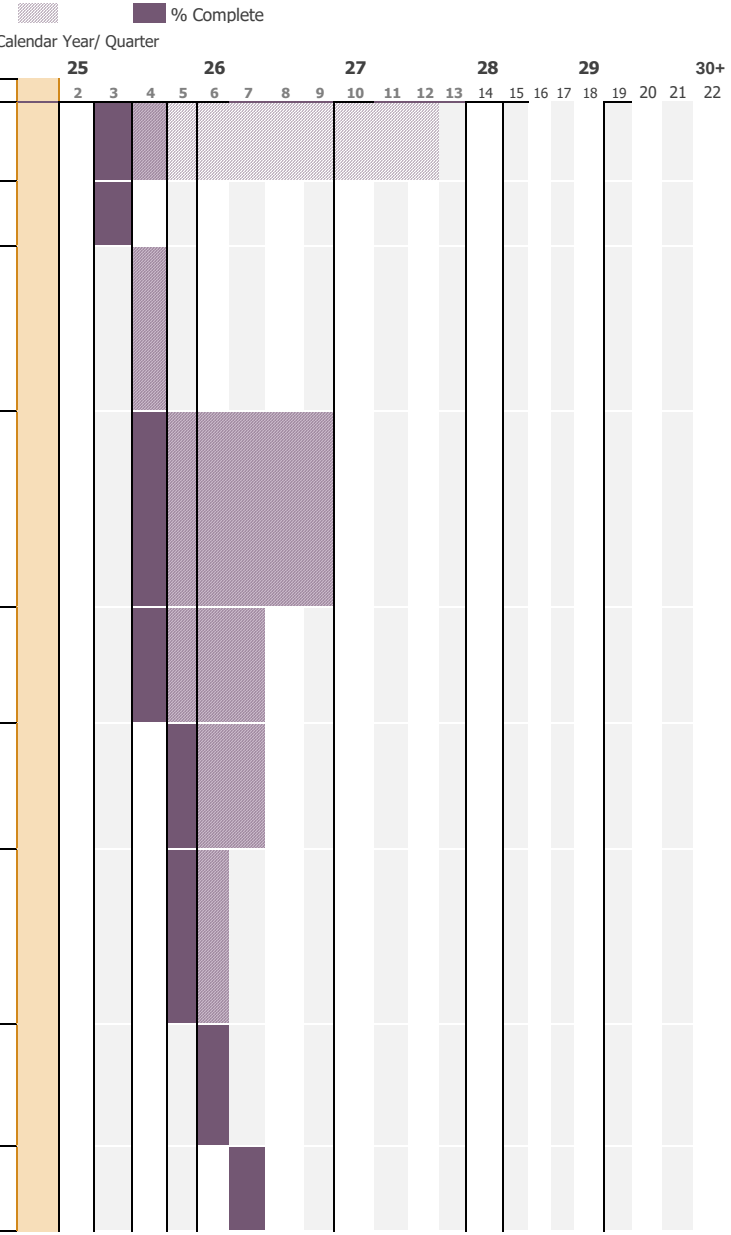
Action Steps:
1. Organize guest lectures, workshops, and town hall-style discussions on topics such as community planning, history, Florida ecology, and sustainable energy.
2. Create opportunities for student mentorship and/or podcast production.
3. Partner with groups such as Historical Society, Ecology Group, FIU, FAU, Loggerhead Marinelife Center, NextEra/FPL, and 1000 Friends of Florida. [civic association – forum group]
4. Form and support a Friends of Town Center Library group to lead programming.
Timeline: Q4 2026 launch; ongoing.

Success Measures:
• Number of events and attendees.
• Partnerships established and maintained.

GOAL (STRATEGIC INITIATIVE): Administrative Excellence (from Customer Service to Policing/Emergency Resilience).

Led by a new town manager, staff delivers top-rate customer service through improved process/ procedures toward clear outcomes, with high morale while pursuing professional advancement. ☐

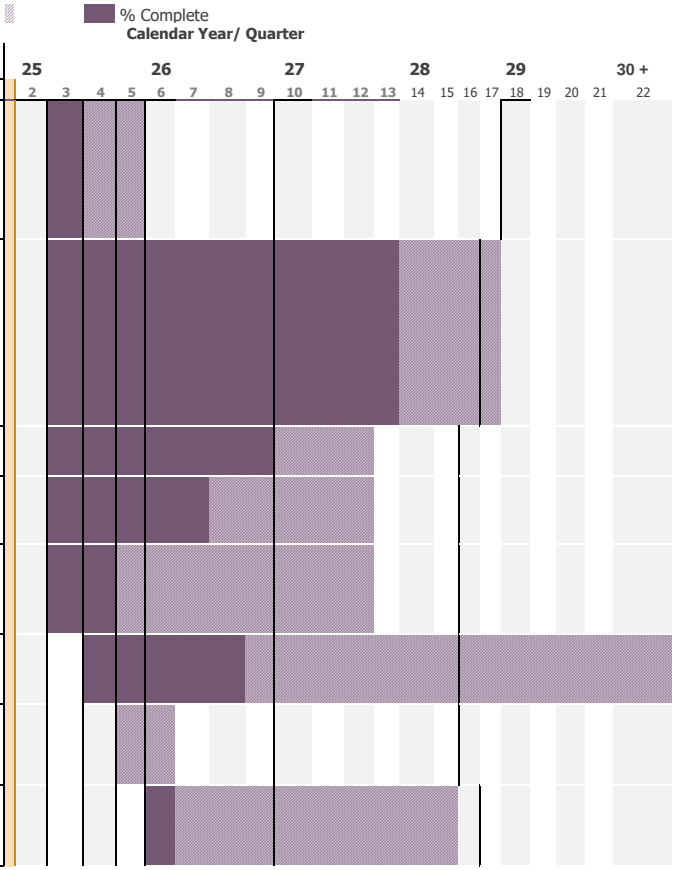
	Who	How - Ranked Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
AE 1	ADM, HR	**"Rally the Troops I"** by clarifying roles and responsibilities, and boosting morale. Host staff team building, professional advancement, and appreciation/networking events. $12K annual for staff team building, special events and morale. Q3 2025 and continuing.	3	10	25%
AE2	ADM	**Improve Town Center internet** by increasing bandwith. $5K annual increase. Q3 2025	3	1	50%
AE 3	ADM, TCL	**Hire Communications Director.** Duties such as: Improve/modernize online interaction as webmaster. Maintain events calendar including Town and select local business events; and enable public to documents and records for transparency. Adopt a "Style Guide" to coordinate messaging and branding among newletters, blogs, etc. Coordinate image and branding to support Master Plan, including adding a slogan to town logo; and which is consistent with streetscaping, signage. Coordinate events with branding & messaging. Assist during emergencies. Add a "Local Business is Our Business" link on webpage providing: FAQ including acquiring business licenses, business directory of local services and restaurants, promote summer specials, employee services such as housing availability, signage requirements and "suggestion box". Continue "Spotlight on Business" highlighting 1 business/month. By Q4 2025. $90K	4	1	0%
AE 4	FIN	**Rename "Human & Financial Resources Department"; hire Asssistant Finance staff.** Department leads recruitment, training, mentoring staff along with new Succession Plan, acquire/moderize HR software; Publish a clearer organizational chart in annual budget reflecting staff's scope and multi-tasking, and Council's policy-setting role so delegation of discretion to staff is clearer; Compose "Standard Operating Procedures and Staff Job Description Manual" with process, procedures, and desired outcomes; thereby facilitating clearer assignments and "stand ins" if necessary; analyze and recommend better health insurance benefit options; Design and implement professional advancement training (considering resources through various professional organizations (Leadership Palm Beach, FLC University, ICMA, AICP, ASME, other/; Conference training $15k budget, recurring. One FTE - $75k, recurring. Q4 2025	4	6	10%
AE 5	ADM, HR	**"Rally the Troops II"** by supporting staff advancement and growth, benefits, retention, and succession planning. Train and mentor staff on working with Boards for greater efficiency and results, and offer leadership training (see Leadership Palm Beach, FLC University, ICMA, AICIP, ASME, etc.) Reward performance with benefits such as salary and quality health insurance. $20K annual for management and leadership development. Benefits indeterminate. In house staff time. Outsource for management training. Q1 2026	4	4	25%
AE 6	FIN, TCL	**Replace software which is obsolete, non-existant, or incomplete;** begin with accounting/invoicing. Maintain public transparency through SP implementation, and availability of project, budget, or financial status through regular reporting and staff responsiveness. $35K recurring annual. Q4 2025 - Q2 2026 acquisition, training, rollout. (see trustradius.com/municipal, devstride.com, others). Also, if not fulfilled through regular staff reporting and SP implementation, evaluate the need and cost for Project Management software in Q2 2026.	5	3	25%
AE 7	PRM, POL	**Hire Fixed Asset Manager to produce "Comprehensive Facility Needs Assessment/Resilient Property Management Plan"**- Consider all Town's land, building, tangible assets (vacant, built, and future space needs for all departments and policing, Council, town and emergency response operations, social and community events, etc.) Analyze facilities life cycles and maintenance/deferred maintenance; integrate facilities inspection and life cycle schedules; consider land surplussing, acquisition, and/or swaps, etc. as needed. New Hire $90K, or outsource $75K (with no continuing duties). Q1-Q3 2026; Incorporate Vulnerability Assessment findings (possibly stormwater/flooding mitigation adjacent to roads, utilities, or shorelines)- such Plan by Q1 2026 ($225K funded); design and build by Q1 2027 (Indeterminate).	5	2	50%
AE 8	FIN	**Evaluate/implement desired means to increase/sustain revenue.** (based on forecast). Rank the attractiveness of the limited sources. 1. Increased ad valorem tax revenue from urban (residential/commercial) growth or property value increase; 2. Annexation of lands offering more benefit than cost; 3. Not for Profits (foundations - new or existing; and/or Legacy/Estate giving); 4. Partnerships or grants from business, other governments, or other entities for cost sharing; including Countywide 1/2 cent transportation surtax. 5. Fees and Fines. In House or outsource- cost indeterminate; coordination with Audit Committee	6	1	25%
AE 9	ADM	**Re-evaluate Quality of Staff Reports for Council Business Meetings.** If necessary, enhance with clearer/concise cover sheets and executive summary, justification statement, and key decision-making request. Provide alternatives including "do nothing" analyses, and strategic plan adherence scoring. In house cost. Q3 2026.	7	1	75%



GOAL (STRATEGIC INITIATIVE): Council Effectiveness- **Advance consensus, trust, and influence through greater efficiency and participatory leadership.**

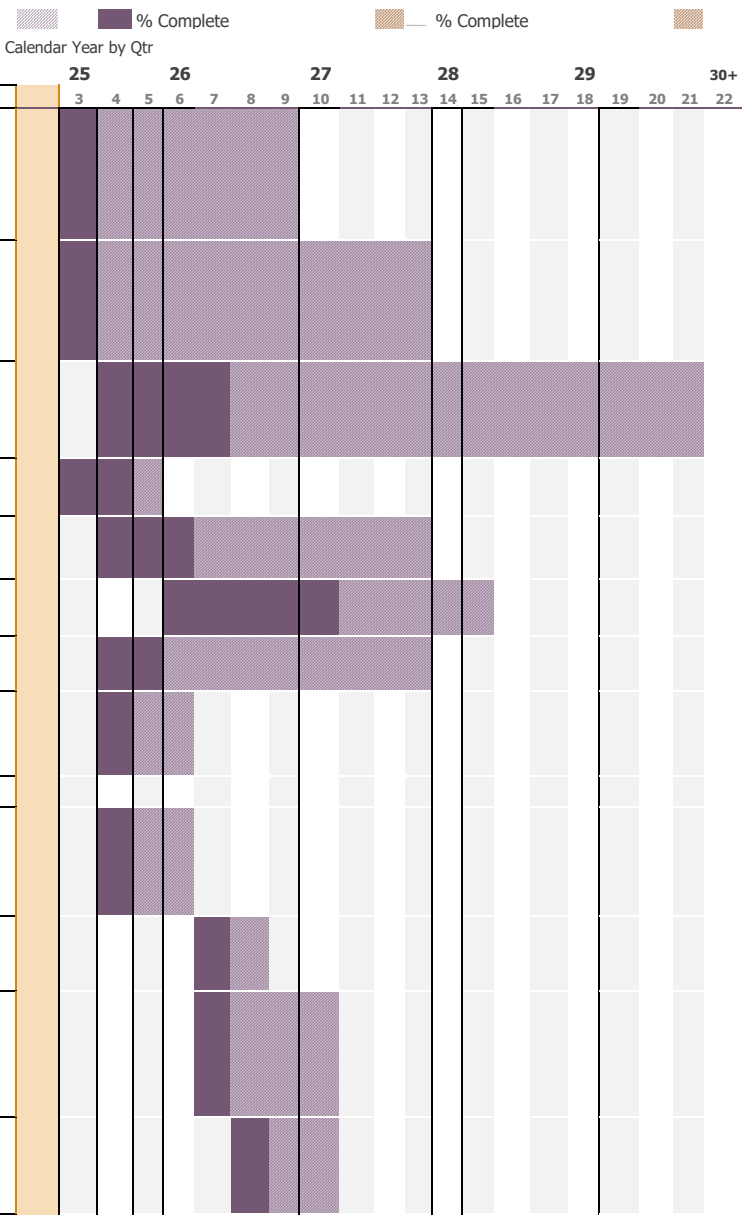
Engage a broader community consensus among expanded/newly created committees, advisory boards, key community organizations and businesses; while improving efficiency, influence through partnerships, coalitions and advocacy. As part of Annual Budget, adopt a prioritized Strategic Plan which directs staff priorities and resources, encourages longer-range (5-10 year) continuity, and is regularly evaluated for success or adaptation. Increase influence/"clout" thru coalitions and smart strategies to achieve desired policy wins and acquire new/continuing resources.

	Who	How - Ranked Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
CE 1	TA	**"Get To Yes."** Achieve Greater Business Meeting Efficiency, Consensus, Cordiality through: a. With improved staff/council pre-meeting briefings, act on issues which are ripe for decisions, otherwise analyze them in staff reports or monthly remote salient issues day-time workshops (thus Council meets twice/month). b. Give clear and consistent policy direction to Manager, Attorney, Clerk (delegation to other staff is reserved to Town Manager, per Charter). c. Revisit/revise meeting agenda ordinance to shorten meetings by limiting agenda (no new items without unanimous consent), moving Council member comments among first items of meeting business, reviving "hard stop" time, using Parliamentary Procedure as needed, and ending meetings with "Good of the Order." Attorney time and additional scheduling, workshop accommodations. $7.5K. Q3- Q1 2026 and continuing. Status- **Ensure decorum through Code of Conduct adoption?**	3	3	25%
CE 2	TC	**Empower dynamic new Town Manager** to lead "wearing many hats" such as: A. Liaison (effective and regular communication) with many groups including: neighboring communities, outside agencies, interest groups while coordinating with Councilmembers as "ambassadors" (League of Cities, local businesses and NPBCC, new "Heart of Juno" Village Center Association, homeowners and civic associations, Forum Group, Loggerhead Marinelife Center, Foundations/Not For Profits, FPL/Next Era Energy, NPBCC, PBBOCC, PBLC, PBTPA, FIND, FDEP, etc.). Evaluate existing/recommend new Interlocal Agreements/Memorandums of Understanding. B. Strengthen/form effective coalitions of coastal/small towns to lobby BOCC, State, or others for funding. Neighbors/ coalition partners include: N. Palm Beach, Tequesta, Jupiter, Palm Beach Gardens, Jupiter Inlet, Lake Park. Seek appointed seats on targeted regional agency Boards. C. Anticipate annexation on proactive not reactive basis. D. Solidify, recommend, negotiate new or expanded Interlocal or Mutual Aid Agreements as advisable. E. Ensure responsiveness to residents (e.g. Text the Manager APP) F. Mentor senior Staff for advancement and Succession Plan. G. Improve Council meeting efficiency through thorough pre-meeting briefings of Council members. More external meetings additional staff Time. Salary	3	15	75%
CE3	TCL	**Continue or begin new town and community volunteer-sponsored special events** (festivals, arts, etc.) promoting commUNITY and fellowship among residents. Council and staff time. Q3 and continuing. **Cost indeterminate.**	3	10	75%
CE 4	TC	**Accommodate more public/resident engagement** through listening events (coffee and/or roundtables outside of Council meetings). Delegate more autonomy and give careful consideration to Town committees and advisory board recommendations. For greater customer service implement website complaint/comment/Q & A portal and/or "Ask the Manager". Q3 2025 $25K	3	10	50%
CE 5	TC	**Form active/effective regional coalition of towns** to lobby BOCC or others to overcome strategic disadvantage of small towns (median 6199 of 411 per FLC). Enhance communication, interlocal agreements (N Palm Tequesta, Jupiter, PB gardens, Jupiter Inlet, Lake Park (other munis, and County, Loggerhead, FPL/Next Era Energy, PBBOCC, FIND, etc.) so not reactive including annexation, solidify mutual aid, etc. Interlocal Agreements as needed (TPA, TCRPC, etc.) More external meetings, additional staff time indeterminate. [Note: Many "small towns" in FL: median population=6199 (source: FLC)]	3	10	25%
CE 6	TC	**Improve Advocacy (especially State and Regional)** by supporting Town Manager and Attorney in their outreach to coalitions, elected or agency officials, professional organizations, advocacy groups. Support **County's Transportation Surtax** with hopes of better achieving complete streets, more pedestrian friendly and multi-modal traffic safety. Indeterminate additional staff and Council time. Q4 2025 and continuing.	4	19	25%
CE 7	TA	**Re-examine Town Charter** to determine whether a different form of government may better serve the Town for efficiency of resources and decision-making. A rotating (1-2 year) Council Chairperson or ceremonial mayor, or strong Mayor may prove more cost effective and/or reduce divisiveness. Integrate with agenda-setting and meeting decorum. Add to attorney scope to assist appointed Charter Committee. See https://www.nlc.org/resource/cities-101-forms-of-local-government . $5K est. Q1-Q3 2026.	5	2	0%
CE 8	TCL, ADM	**Provide Professional Advancement for Councilmembers** striving for better Board performance/best practices for management teams. (For reference: 1. ICMA High Performing Team -Council Orientation Program ($1K group) at https://shop.learninglab.icma.org/products/lp_414736?variant=4873277585685; 2. FLC Certification of Elected Municipal Officials 3. Framework Consulting http://fwconsulting.com/ 4. Other TBA) $15K est. Q2 2026.	6	10	10%



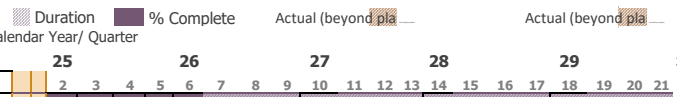
GOAL (STRATEGIC INITIATVE) (excerpt): Manage Growth- Nurture the small-scale, quaint and historic residential town character of this premier coastal island community through regulations, incentives, and a 10-year Master Plan/Blueprint with 3 interlinked activity hubs from the village center to the sea. Support only limited or slow, smart, high quality, compatible development/ infill/ redevelopment balanced with property rights; Attract and maintain desirable mix of commercial/retail and convenient urban services. [See full goal statement]

Who	How - Ranked Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE
PZ	**Complete Master Plan with 3 Activity Hubs, safe multi-modal/traffic management and desired architectural style.** Integrate coordinated streetscaping/streetside design and art with Caretta, a Complete Streets approach, Safe Streets designs with public attraction, hardscaping, shade thru landscaping, art, etc. Consider future development interests of key stakeholders such as land owners, potential developers; and consider the potential for undergrounding utilities. Outsourced to TCRPC for $125K completion by Q1 2026. Upon Plan completion, enhance existing logo with a slogan/branding capturing the Master Plan theming, which should be selected through community-wide polling. By Q4 2026. $15K estimate. 2-5 years to implement/build Master Plan policies and projects over 2-5 years; $5 M capital cost estimate.	3	7	25%
ADM, TC	A. For Master Planning and Plan implementation, **form a "Heart of Juno" Village Center Association**. This non-government mainstreet/chamber of commerce type organization with Board of Directors will: a. contribute to master plan design with streetscaping, b. coordinate and brand/market village center events and operations, c. coordinate and underwrite future events and attractions, d. regularly consult with Police to ensure public safety, e. consider village center free Wi-Fi/internet. Such Board will also attract and retain desired businesses and new tenants/development, ranging from "mom & pop" to world HQ offices. Q3 2025 and re-evaluate need/effectiveness by Q4 2027. [overlaps with Council goal for participatory governance]	3	11	10%
PZ, PRM, POL	**Prioritize mobility through pedestrian and vehicular safety** - Town-wide, in Master Planning, and streetscape beatification (see also A-D below). Staff time coordinating planning/engineering consultant; public/private shared responsibilities. Secure other agency/jurisdiction cooperation (TPA, State, local sidewalks thru Complete Streets, local land owners). Plans by 4Q 2025 thru Q4 2029 construction/implementation. Components A-D:	4	18	25%
	A. **Oppose turn-lane additions** at US1/DRR Intersection in LRTP. Q2 2025.	3	3	75%
	B. Execute landscape architect contract for **US 1 Median design, permitting, construction.** Plan $100K est. by Q4 2025; Construct by Q4 2027; Capital cost TBA.	4	10	35%
	C. Integrate "**Safe Streets for All" design** to achieve: Signaling / cross walk at US1/ Donald Ross intersection, Crosswalks on Ocean Drive, and 8-foot multimodal sidewalk/ path on Universe Blvd. SSA $100K funded 80/20 grant match; $50K est. additional. Begin Q1 2026?	6	10	50%
	D. **Evaluate speed controls/calming devices** on specified roads; enhance walkability and pedestrian path lighting/ crosswalks, using Pedestrian Hybrid Beacons, and applying "Trail Go" funding (matching award ($200k) pending). Schedule and construction costs indeterminate.	4	10	25%
FIN, PZ	**Evaluate Fiscal Impact/Impact Fees:** While requiring applicants to explain fiscal or other community impacts from new development, evaluate cost/benefit of additional Town Impact Fees, and advantages of applicant submitting fiscal impact modeling thus better understanding concurrency (consult SFRPC and see https://smartgrowthamerica.org/resources/rationale-model-fiscal-ordinance/) In-house impact fee analysis; outsource fiscal impact analysis $35 K est. Q4 2025.	4	3	25%
	Revise Development Code (aka Land Development Regulations) or CDP in phases A, B, C:			
PZ	A. **Redevelop Beachfront and Commercial/Residential zones with desirable architecture.** 1. Resolve beachfront redevelopment code changes to settle alternatives for height/towers and subterranean parking. 2. Coordinate with ongoing "Appearance Review" to adopt checklist for architectural design features of each style within select commercial and residential regulated zoning codes; Characterize "Old Florida" commercial architectural and landscape requirements. (Form-based code not desired) Q4 2025. CMA consultant engaged. Cost indeterminate.	4	3	10%
PZ	B. **Preserve Historic Character.** For commercial/retail architectural style, consider compatibility with historic character of select residential areas. Coordinate with "Appearance Review" findings; preserve unique character by appointing a local historical preservation board and creating corresponding program. $50K state/local match grant pending. By Q3 2026.	7	2	10%
PZ	C. **Implement Master Plan/Complete CDP "Evaluation & Appraisal".** Revise appropriate urban design styles, size, scale, density/intensity, etc. resulting from Master Plan (Possible overlay?) and CDP "Evaluation and Appraisal" process. Emphasis on redevelopment goals, objectives, policies (architectural style), re-evaluation of Mixed Use category and Live Local law, including 60' or 12 story scale/intensity and 75/25% rule vs. 80/20 incentive. In house work. Include theoretical buildout population, and road LOS to govern growth. Promote select green building strategies, including chemical safe materials. In house costs plus $275K outsource estimate. Q2 2026- Q 1 2027	7	4	25%
PRM, PW	Re-evaluate and update prior engineering- cost/benefit **analysis of undergrounding transmission power lines.** Seek public/private financing options. $20-50M for construction phased over 10-15 years; coordinate with vulnerability assessment. (See Boca Raton/FPL undergrounding project for laterals as one comparison.) $175K Est. consultant/FPL analysis by Q3-Q1 2027. Construction contingent on referendum or other funding.	8	3	50%



OAL (STRATEGIC INITIATIVE): Healthier Environment:

Achieve a healthier environment thru greater ecologic harmony, recreation/wellness, and neighborly wship to renew tight knit community cohesion. **Sub-Goals:** Value preservation/ecosystem balance town-wide to treasure all things environmental (beaches, parks, open space, wildlife and habitat). Assist and support maintenance and restoration of ervation areas using biological controls when feasible (removal of exotics, controlled burns, etc.); including protection in perpetuity (additional legal controls, adoption thru not-for-profits, etc.). Promote native vegetation and ecosystem preservation cially linked to storm resiliency; avoid or mitigate undesirable stormwater management (pesticides, hydrocarbons). Promote community fellowship/neighborliness with more resident social events from smaller block parties to larger Town Center



Who	How - Ranked Action Strategy with anticipated cost and schedule.	When YR/QTR START	DURATION	PERCENT COMPLETE	Recurr
PRM, PW	Support/facilitate highest quality **beach preservation/maintenance** including nourishment, plantings, cleanups through partnership agreements with County, citizen groups, or not-for-profits. Integrate DRR Dune Walkover/drainage design/construction ($250K funded)**.** 4Q 2025	2	21	25%	
TA	Secure better legal **preservation which is guaranteed in perpetuity for ESLs/natural areas**/resources, parks, open spaces, Juno Dunes. $15K estimate. Q3 2025	3	18	50%	
PW	Implement and maintain clear, consistent direction **for Pelican Lake Park Maintenance Plan** which encompasses wetland/shoreline/littoral and walkway landscaping, stormwater mitigation, reduction of runoff contaminants including nutrient load (such as bio-char), habitat creation, biologic controls such as grass carp. Cost - see annual budget(2). 3Q 2025 and ongoing	3	20	50%	10000
PW	**Hire one new environmental resource staff,** a multi-talented professional with qualifications such as horticulture, biology, environmental engineering, lake ecology; or related. Responsibilities include: Oversee Pelican Lake ecological survey update. Promote regulations limiting over-fertilization and pesticides; sustainable mosquito control; Florida-Friendly Landscaping. Oversee protection and maintenance of ESLs and beaches (see also Strategy for beach preservation/maintenance.) Enlist volunteer partners consulting groups such as Ecology Group, IFAS, seek others. Outsource or in-house survey? ($35K) by Q4 2025. Staff hire (1 FTE-90K) by Q1 2026	4	2	10%	90000
PW	Better manage **ESLs** by closely coordinating with County, FDEP, SFWMD, IFAS, FIND not-for-profits through existing or newly-drafted **cooperative and/or interlocal agreements** for resource management including control burns, exotics control, safety and patroling. Incorporate volunteer resident group clean ups. See AdoptaDune.com or adopt a wetland program(s). New staff person's time in-house. Q4 2025 and continuing.	4	18	25%	1
	Promote fellowship, recreation, education, & wellness of this tight knit community through (A-D):				
TCL	A. ***"Enjoy Juno Beach"*** Town Center/Pelican Lake Events, Exhibits, Festivals. Refresh/improve the focus (4 goals of this Plan) and marketing of Town Center events/activities programming (primarily for residents). Town and community sponsors. Add "Heart of Juno" Village Center marketing. Maintain the business of the month web advertising with fresh new name e.g. "Spotlight on a Juno business". $10K estimate annual budget. Q3 2025 and ongoing	4	21	75%	10000
POL	B. Facilitate ***"Know Your Neighbor"*** community initiatives such as steet barbeques, community gardens, beautification/clean-ups, signage. Optional Police-assisted block watch programs. Self-funded and/or sponsorhips, cost indeterminate. Q4 2025, continuing	5	21	25%	0
PW, FIN	C. Design and Build ***"Pathway to Wellness ,"*** a multi-use pedestrian linear circuit linking Town Center to Beach and natural areas. Install signage which incorporates environmental appreciation, history, daily inspirations, etc. and memorials for donors through newly-established legacy giving program. Establish citizen ad hoc committee, designate lead group. Cost indeterminate. Begin Q2 2026	6	3	0%	1
TCL	D. ***"Love & Learn Our Community/Our Environment"*** - Facilitate guest lectures, interactive workshops, town hall style discussions on issues ranging from community planning to history and ocean/Florida ecology/energy. Student mentorship and/or podcast production opportunity. Led by Friends of Town Center Library (newly formed?), enlist volunteer help with resources/potential partners such as Historical Society, Ecology Group, FIU, FAU, LMC, NextEra/FPL, 1000 Friends of Florida. Staff accommodation among volunteer groups and partnership funding. Cost indeterminate. Q4 2026 and ongoing	7	20	25%	1
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