



TOWN COUNCIL REGULAR MEETING AGENDA

May 20, 2026 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

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

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

HOW CITIZENS MAY BE HEARD: Members of the public wishing to comment publicly on any matter, including items on the agenda may do so by: Submitting their comments through the Public Comments Webform at: <https://www.juno-beach.fl.us/1371/Public-Comments> (*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 their comment in-person; or participate from a remote location using Zoom – please contact the Town Clerk at ccopeland@juno-beach.fl.us by Noon on the day of the meeting to receive the Meeting ID and Access Code. (*Please note that all members participating via Zoom must login at least 15 minutes prior to the meeting and will be muted upon entry until Public Comments is called*).

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

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

CALL TO ORDER

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA

PRESENTATIONS

- [1.](#) Palm Beach County Library Presentation by Library Director Douglas Crane
- [2.](#) Palm Beach County Fire Rescue Annual Report Presentation
- [3.](#) FY 2026-2027 Budget Kickoff Presentation

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

- [4.](#) Special Town Council Meeting Minutes - April 15, 2026
- [5.](#) Town Council Meeting Minutes - April 22, 2026
- [6.](#) Year to Date (YTD) Financial Statements
- [7.](#) Revision to Town Manager Salary Range on Classification Schedule

COUNCIL ACTION/DISCUSSION ITEMS

- [8.](#) Discussion on Temporary Sign Code and Sign Code Review
- [9.](#) Discussion on Reopening the Charter Review
- [10.](#) Petition for a DeMinimus Development / Simple Lot Split - 401 Olympus Drive
- [11.](#) Public Hearing and Second Reading on Ordinance No. 800 – Amending Floodplain Regulation Definitions
- [12.](#) Ordinance 798 - Amendment to the Town of Juno Beach Comprehensive Development Plan, Infrastructure Element, to update and implement its ten (10)-year Water Facilities Supply Work Plan (First Reading)
- [13.](#) Selection of an Ex Officio Member to the Juno Beach Historical Society
- [14.](#) Facilitator Selection and Scheduling for Town Council Work Sessions
- [15.](#) Resolution No. 2026-09 - Seacoast Utility Authority Board of Directors Representative

COMMENTS FROM THE COUNCIL

ADJOURNMENT



Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: C. Copeland-Rodriguez, Acting Town Manager
Item Title: Palm Beach County Library Presentation by Library Director Douglas Crane

DISCUSSION:

The Library Director of the Palm Beach County Library will provide a 10-minute presentation to the Town Council on how the library's resources can be utilized to benefit the Town.

Attachment:

- 1) Presentation from Douglas Crane, Library Director.



Item #1.

Palm Beach County Library System *Top Ten Facts*



Vision: Opening Minds to a World of Unlimited Possibilities



Mission: To Connect Communities, Inspire Thoughts and Enrich Lives

Fact #1 – Our Library System is Big and Busy

Item #1.

- FY 2025 Stats:
 - 2.68 Million Visits to Libraries
 - 8.8 Million Items Borrowed
 - 353,890 people used library meeting and study rooms
 - 394,000 PC and Internet sessions
 - 50,000 meals and snacks served
 - 472 merit staff positions
 - 123 student/intern positions
 - 50,500 hours of volunteer activity
- PBCLS is one of the *Big Six* Florida Public Library Systems

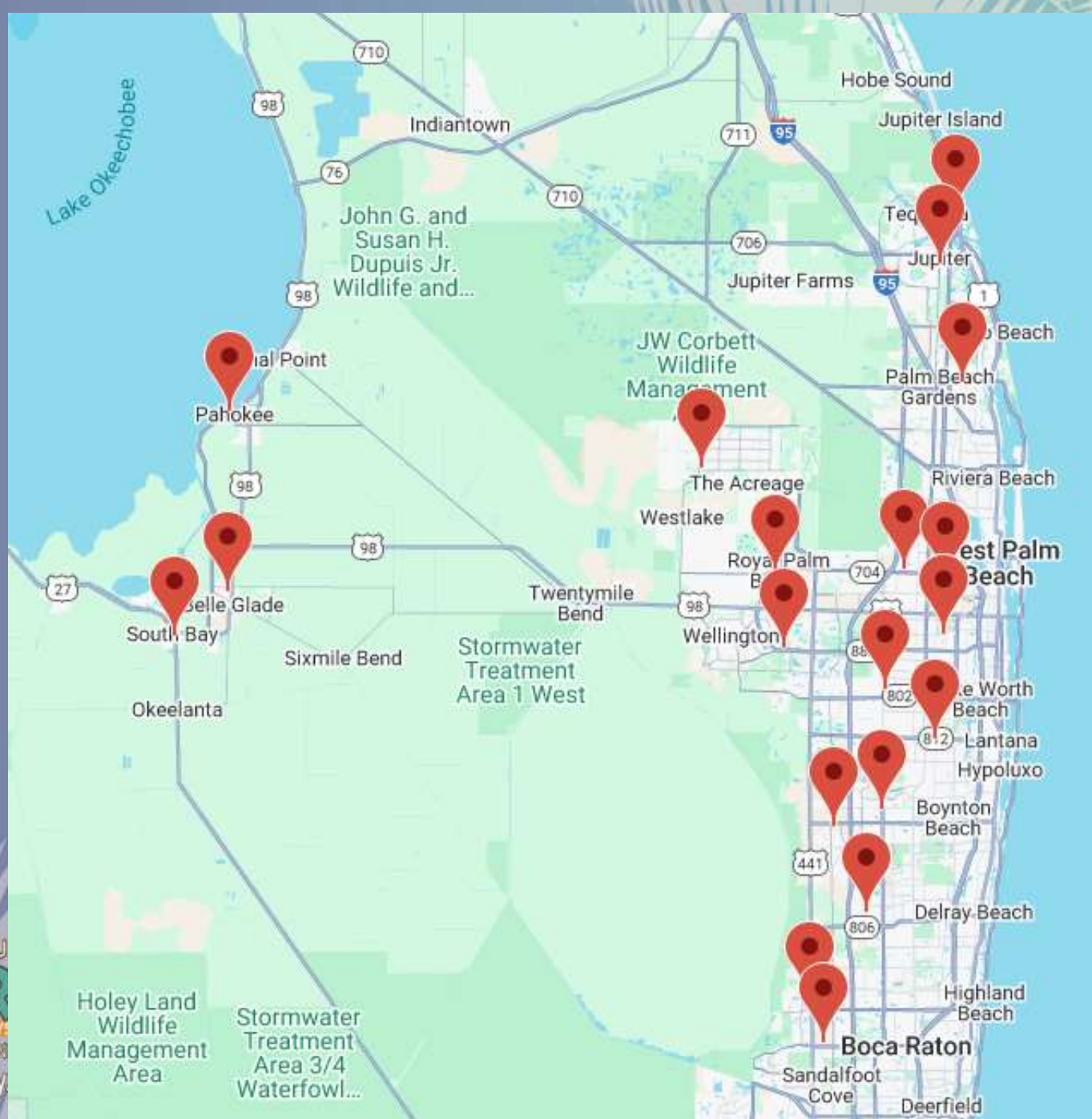


Fact #2 - 18 Locations, an Annex and a New Branch

- Library locations extend from Tequesta, through the central county down to western Boca and out to Belle Glade
- Library Expansion Program II (2002-2015) added three new libraries, replaced three old buildings, expanded three buildings, and renovated all our locations
- The Library Annex on Cherry Road is home to system support services



Canyon Branch opened in January 2025



Fact #3 - Dedicated Funding Source

Item #1.

- Established by State Statute in 1967 with a dependent taxing district that contains all unincorporated areas and 24 municipalities
- Current rate is .5491 mills which has held steady since 2011
- Operating budget for FY25 is \$116 million
- Other funding sources include Balance Brought Forward, State Aid and other Grants, along with Friends donations



Fact #4 – Library Cooperative

Reciprocal borrowing is established between the County and the following Municipalities:

- Boynton Beach
- Delray Beach
- Lake Park
- Lake Worth Beach
- Lantana
- North Palm Beach
- Palm Springs
- Riviera Beach
- West Palm Beach



Fact #5 – Vast and Diverse Collection of Free Materials

- Two million items available for loan and are eligible for automatic renewals and holds
- Physical Items:
 - Books, DVDs, Blu-ray, MP3 Discs, Magazines, and Newspapers
- Electronic Items:
 - eBooks, Digital Music, Downloadable Audiobooks, and Streaming Video
- Special Items: Wi-Fi Hotspots, Birding Backpacks, Citizenship Kits



NO FINES as of October 2019!

Fact #6 – Research Assistance

- Research Librarians answered 941,000 questions in FY25
- Online research tools for health, businesses, literature, law, and education, including the popular Consumer Reports and the Palm Beach Post
- Special Librarians are available including:
 - Community Research
 - Consumer Health
 - Business
 - Multicultural
 - Tech Training Librarian



Fact #7 – Children and Teens

Love Libraries

Item #1.

- 5,900 children's activities were presented in FY25 with 165,000 attending
- Activities include story times, crafting, book clubs, gaming, and more
- Animal Reading Friends (ARF) connects Therapy Dogs with Kids
- 734 Teen activities with 12,000 in attendance



Fact #8 – Reaching Beyond Our Buildings

Item #1.

- The Bookmobile visits up to 42 stops over a two-week period
- Books by Mail sends thousands of books to homebound residents
- Talking Books for the Blind provides free electronic readers and books to visually impaired residents
- The Adult Literacy Project connects tutors and adults seeking to improve reading skills



Fact #9 – Partnering in the Community

Item #1.

- Founding member of the Literacy Coalition
- School District Food Services Staff provide the Summer Lunch Service
- Weekend Meal Kits through the Food Bank and other partners
- Collaboration with the Norton Art Gallery for Book/Art events
- Twelve libraries were Early Voting Sites in the last General Election



Fact #10 – Educational Pillar of our Community

Item #1.

- 4,700 activities for adults were presented in FY25 with 69,000 in attendance
- 1,600 technology instruction classes were presented with 4,100 students in attendance
- *Writer's Live!* events bring national authors to our local libraries
- Hispanic Heritage, Haitian Heritage, and Black History Months celebrated system wide



Rediscover Reading

Item #1.



Bookmobile

Item #1.



- Visits every other Wednesday, 2:30-3:00 pm
- Browse collection and pick up holds

Gardens & Jupiter Branches

Item #1.



Gardens Branch



Jupiter Branch

Library Contacts



Doug Crane – Director
Palm Beach County Library System
Phone: 561-233-2601
Email: craned@pbclibrary.org



Ron Glass – Bookmobile Manager
Library Annex
Phone: 561-649-5500
Email: glassr@pbclibrary.org



Xiomara Valle – Gardens Branch Manager
Palm Beach Gardens
Phone: 561-626-6133
Email: ivalle@pbclibrary.org



Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Palm Beach County Fire Rescue Annual Report Presentation

DISCUSSION:

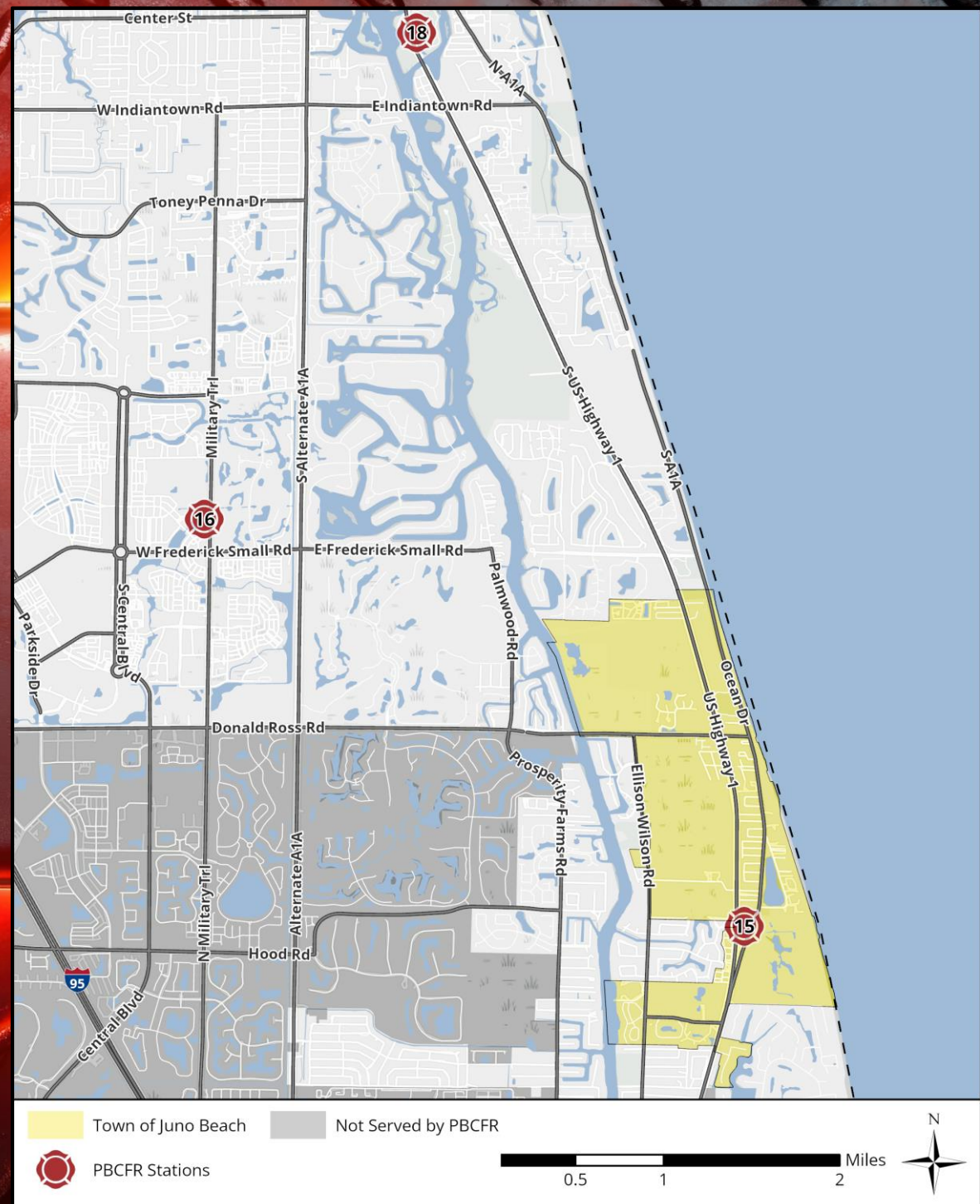
Palm Beach County Fire Rescue District Chief, Battalion 1, William J. Rowley, will provide the annual Palm Beach County Fire Rescue Report for Juno Beach.

TOWN OF JUNO BEACH ANNUAL REPORT

October 1, 2024 – September 30, 2025



Juno Beach Service Area



PATIENT SATISFACTION SURVEY

Item #2.



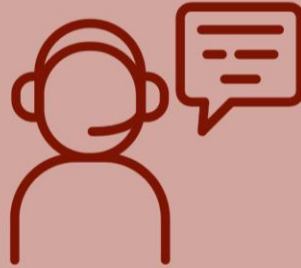
Patients said they would tell friends and family about the positive experience they had with PBCFR.

92 %



Patients said they were 'Satisfied' or 'Very Satisfied' with the 911 Center's ability to confirm their location and nature of their problem.

100 %



Patients were 'Satisfied' or 'Very Satisfied' with the Dispatcher's instructions regarding their emergency.

100 %



Patients told us they were 'Satisfied' or 'Very Satisfied' with the prompt arrival of PBCFR firefighters and paramedics.

100 %



The professionalism of PBCFR firefighters and paramedics left patients feeling 'Satisfied' or 'Very Satisfied' with the care they received.

100 %



Patients felt 'Satisfied' or 'Very Satisfied' with the level of compassion shown to them and their families by PBCFR firefighters and paramedics.

100 %



Patients said they were 'Satisfied' or 'Very Satisfied' with the paramedics' explanation of any procedures they performed.

100 %



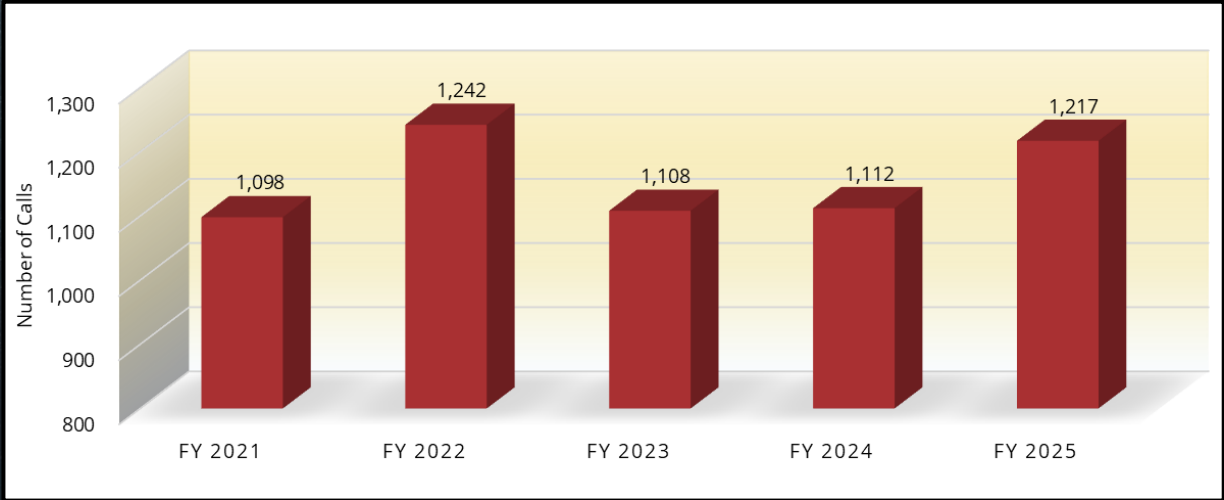
Patients reported they were 'Satisfied' or 'Very Satisfied' with the paramedics' attempts to treat their condition.

96 %

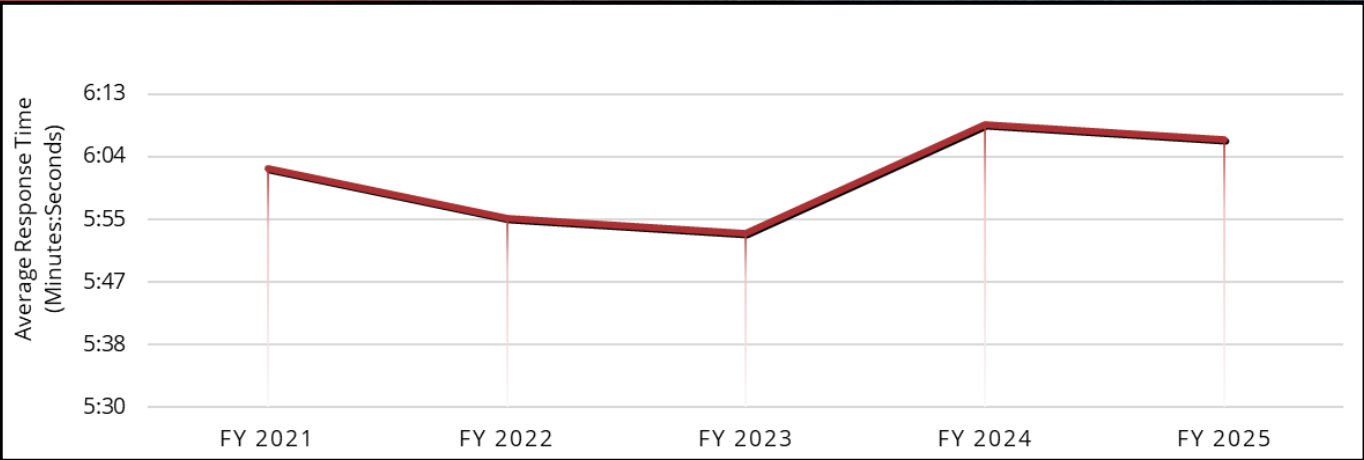
99.4%
Overall
Satisfaction
Juno Beach

JUNO BEACH FY 2025 CALL ACTIVITY

Total Number of Calls

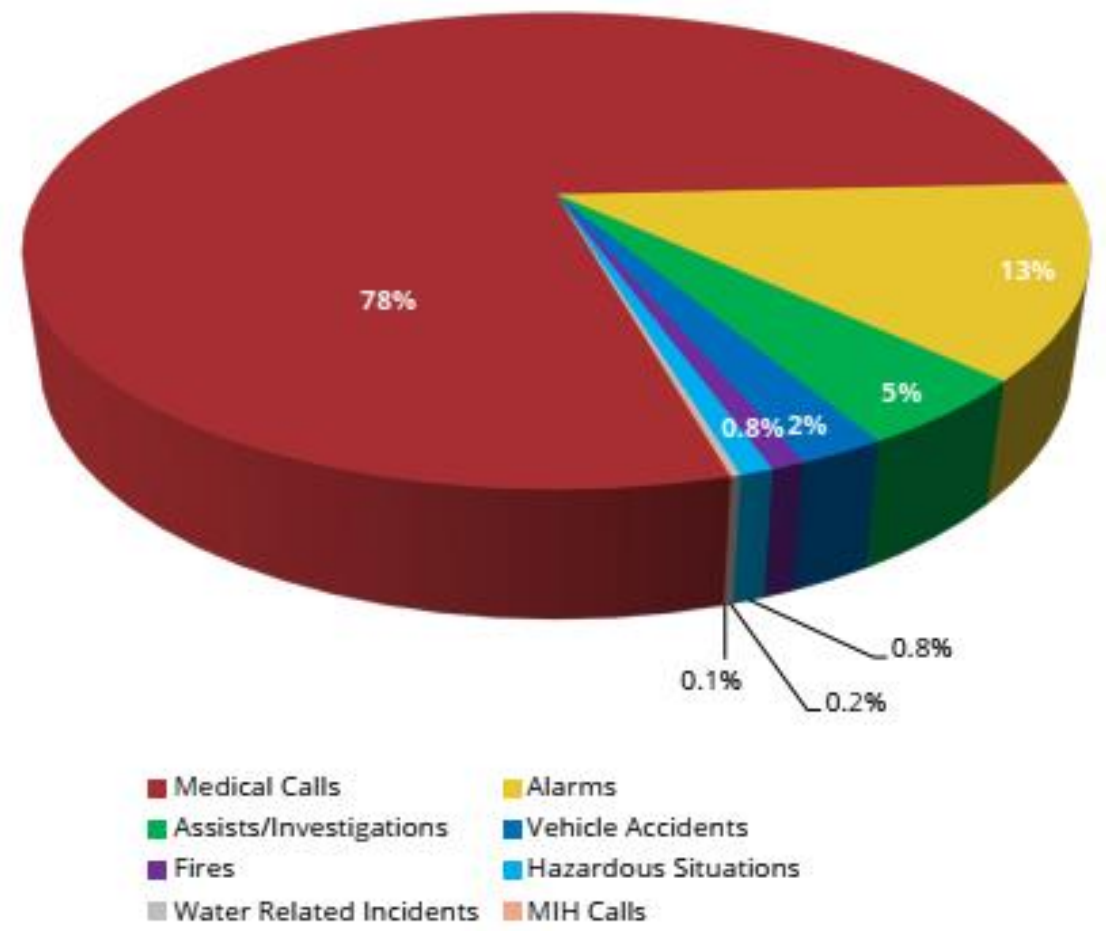


Average Response Times



CALLS BY SITUATION DISPATCHED

SITUATION DISPATCHED	NUMBER OF INCIDENTS
Medical Calls	954
Alarms	158
Assists/Investigations	56
Vehicle Accidents	26
Fires	10
Hazardous Situations	10
Water Related Incidents	2
MIH Calls	1
Total	1,217



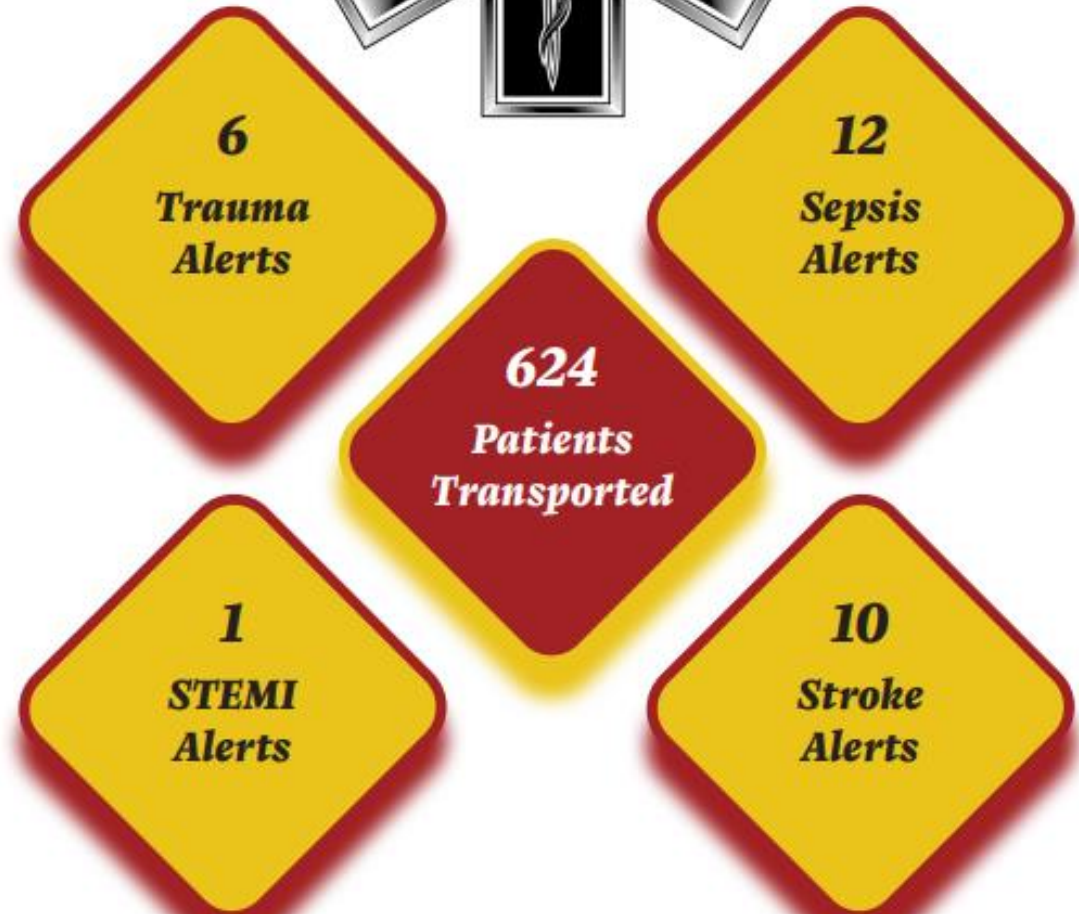
PRIMARY RESOURCES ASSIGNED TO JUNO BEACH

STATION	APPARATUS	STAFFING (number of personnel)
Station 15 12870 S US Highway 1, Juno Beach, FL 33408	ALS Rescue (1)	3
	78' ALS Ladder (1)	4
	4WD Brush Truck (1)	(cross-staffed with ALS Ladder)

ADDITIONAL RESOURCES IN THE SURROUNDING AREA

STATION	APPARATUS	STAFFING (number of personnel)
Station 16 3550 Military Trail, Jupiter, FL 33458	ALS Rescue (1)	3
	ALS Engine (1)	3
	4WD Brush Truck (1)	(cross-staffed with ALS Engine)
Station 18 777 US Highway 1, Jupiter, FL 33477	ALS Rescue (1)	3
	ALS Engine (1)	3
	Personal Rescue Watercraft (2)	(cross-staffed with ALS Engine)

EMS Call Statistics

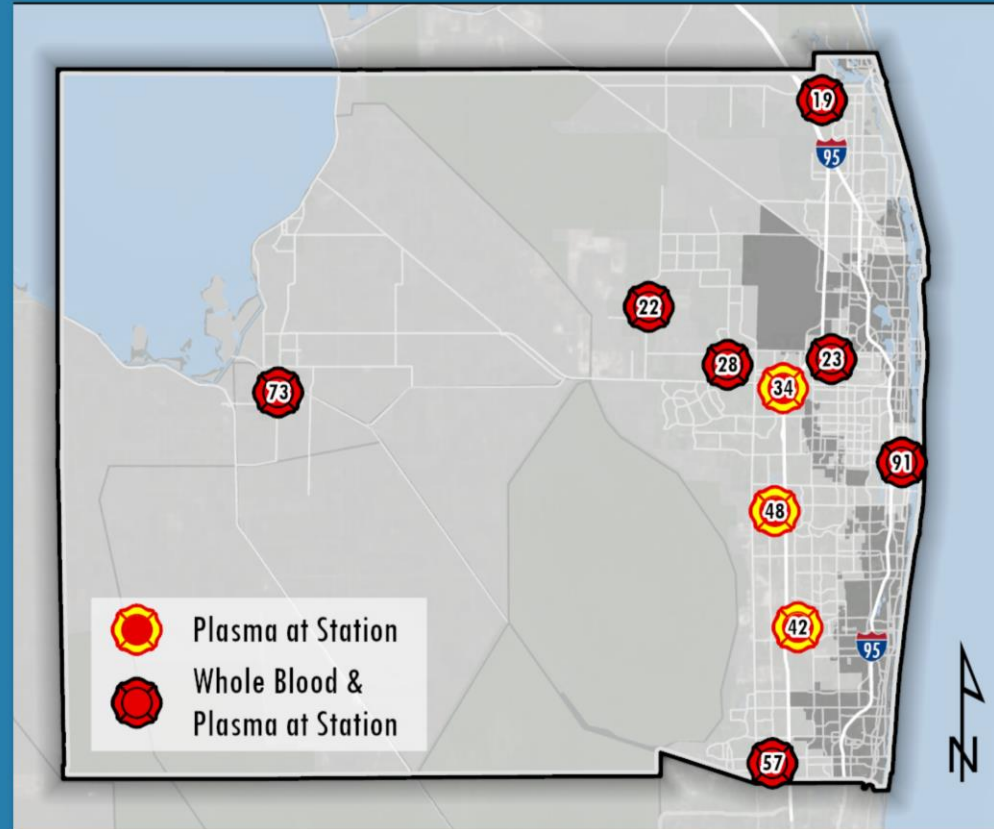


BLOOD PRODUCT TRANSFUSION PROGRAM

Item #2.

The Blood Product Transfusion Program was established to improve survival rates among patients with severe bleeding.

- The program launched with whole blood transfusions in July 2022
- Field-administered plasma was introduced in December 2024
- Patients treated with tranexamic acid and calcium chloride medications



10 EMS Captains Carry Plasma
7 EMS Captains Carry Whole Blood



Both Trauma Hawks
Carry Plasma & Whole Blood

URBAN SEARCH AND RESCUE (USAR) TEAM

- Responds to a wide range of complex emergencies.
- The USAR Team received a Type 3 designation by the Florida Division of Emergency Management (FDEM), recognizing its regional capabilities in collapse rescue, rope and trench operations, K9 search, and support from medical doctors and structural engineers.
- Dedicated Swiftwater unit that has achieved a Type 1 designation (the highest level typically deployed nationwide). It's staffed by expert personnel equipped with boats capable of operating in fast-moving, debris-filled waters.



DEPTH OF SERVICE

Palm Beach County Fire Rescue has 51 Fire Stations with 171 front line units
Units move-up to other areas regularly for coverage

- 56 ALS Rescues – each staffed with 3 people
- 42 ALS Engines – 40 staffed with 3 people, 2 staffed with 4 people
- 4 ALS Squads
- 6 ALS Aerials – each staffed with 4 people
- 2 Special Operations Units – each staffed with 2 people
- 4 Tenders – each staffed with 1 person
- 4 Personal Rescue Watercrafts
- 9 District Chiefs
- 10 Battalion Chiefs (24-7, 365 days per year)
- 10 EMS Captains (24-7, 365 days per year)
- 1 Light/Air Truck
- 19 Brush Trucks
- 4 ARFF Vehicles



COMMUNITY RISK REDUCTION DIVISION

The Community Risk Reduction Division consists of:

- Existing Inspections
- Plan Review and New Construction
- Investigations
- Community Education
- Drowning Prevention Coalition



171 Inspection
Activities

232 Plans Review

210 Construction
Inspection Activities

9 Community Activities
with **325** Participants



QUESTIONS???





PRESENTATION

Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: E. Alves, CPA, CGFO Finance/HR Director
Item Title: FY 2026-2027 Budget Kickoff Presentation

DISCUSSION:

Please find attached the FY 2026-2027 Budget Kickoff Presentation.

RECOMMENDATION:

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

FY 2026-2027 Budget Kickoff



Budget Process Changes

- This year's budget process incorporates lessons learned during last summer's process.
- **Starting Earlier** – The process started one month earlier, on April 1st.
- **Budget Workshops** – We will have two budget workshops to ensure that the budget will have dedicated Town Council attention and not have rushed late night presentations.
- **Increased Department Involvement** – Department Directors will be presenting their budgets to the Town Council.

Ad Valorem Budget Calendar – What Has Happened So Far

- April 1st, 2026 - Official Start of “Budget Season.”
- April 2026 - Department Directors compiled department budgets with assistance from Finance/HR Team.
- May 2026 - Department Directors had budget meetings with Interim Town Manager & Finance/HR Director presenting their first draft of requests.
- Tonight- Town Council Budget Kickoff Presentation.

Ad Valorem Budget Calendar – Next Steps

Item #3.

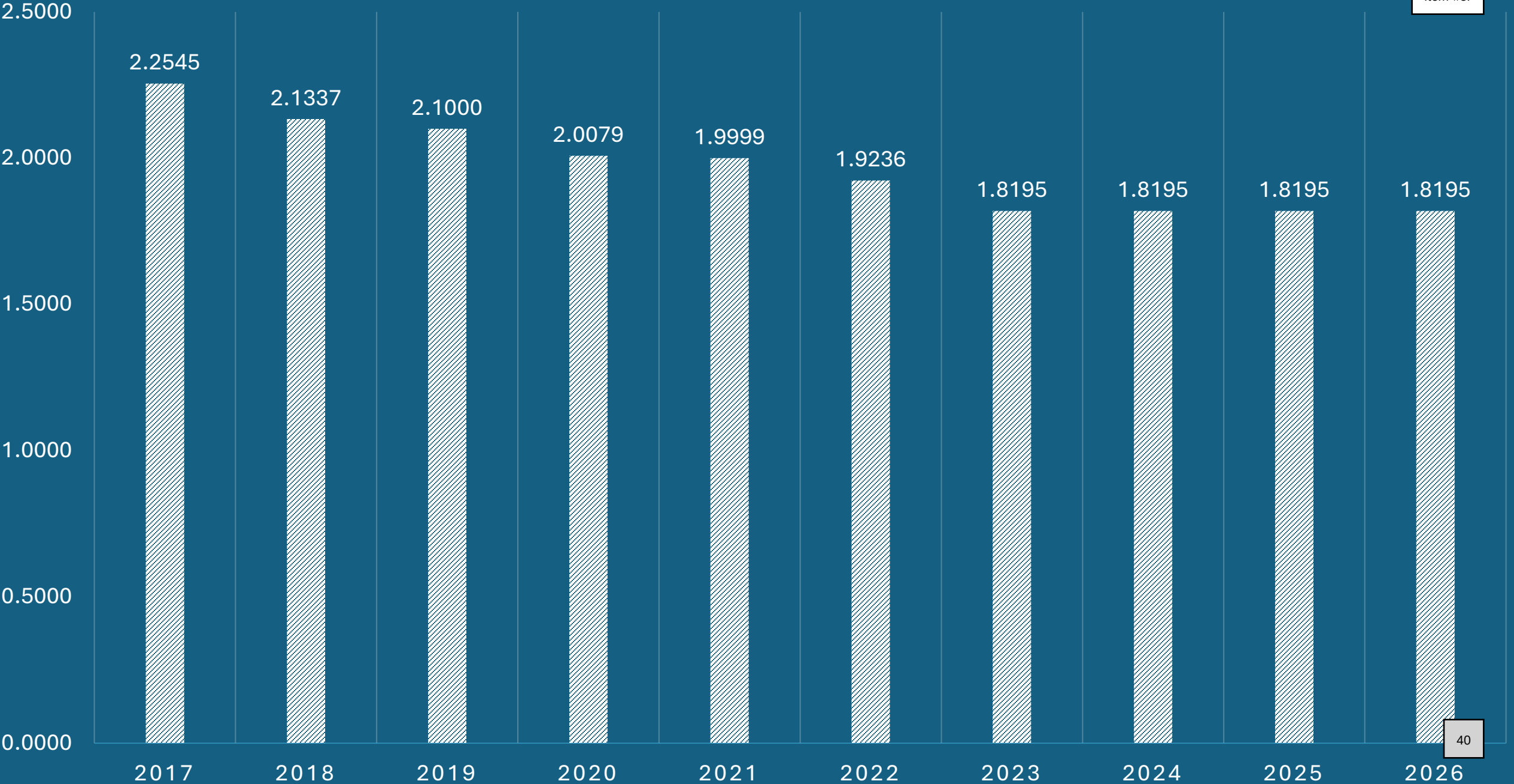
- Late May - Meeting with Interim Town Manager, Finance/HR Director and each Town Council member to go over their individual FY27 budget priorities.
- May 29th – Property Appraiser releases preliminary Tax Roll.
- Early June - Second round of department budget meetings with Interim Town Manager and Finance/HR Director.
- June 18th-23rd – Interim Town Manager and Finance/HR Director meet with each Town Council member to go over the Tentative Budget.
- June 24th – Town Council Meeting with Tentative Budget Presentation.

Ad Valorem Budget Calendar – Future Steps

- July 15th – Budget Workshop #1
- July 22nd – Town Council Meeting to set proposed millage rate and confirm date for public hearings
- August 19th – Budget Workshop #2
- August 26th – Town Council Meeting
- September 8th, 2026 – Town Council Meeting, first reading of adopting Tentative Budget and Millage Rate
- September 23rd, 2026 – Town Council Meeting, second reading of adopting Tentative Budget
- October 1st, 2026 – Start of new budget year

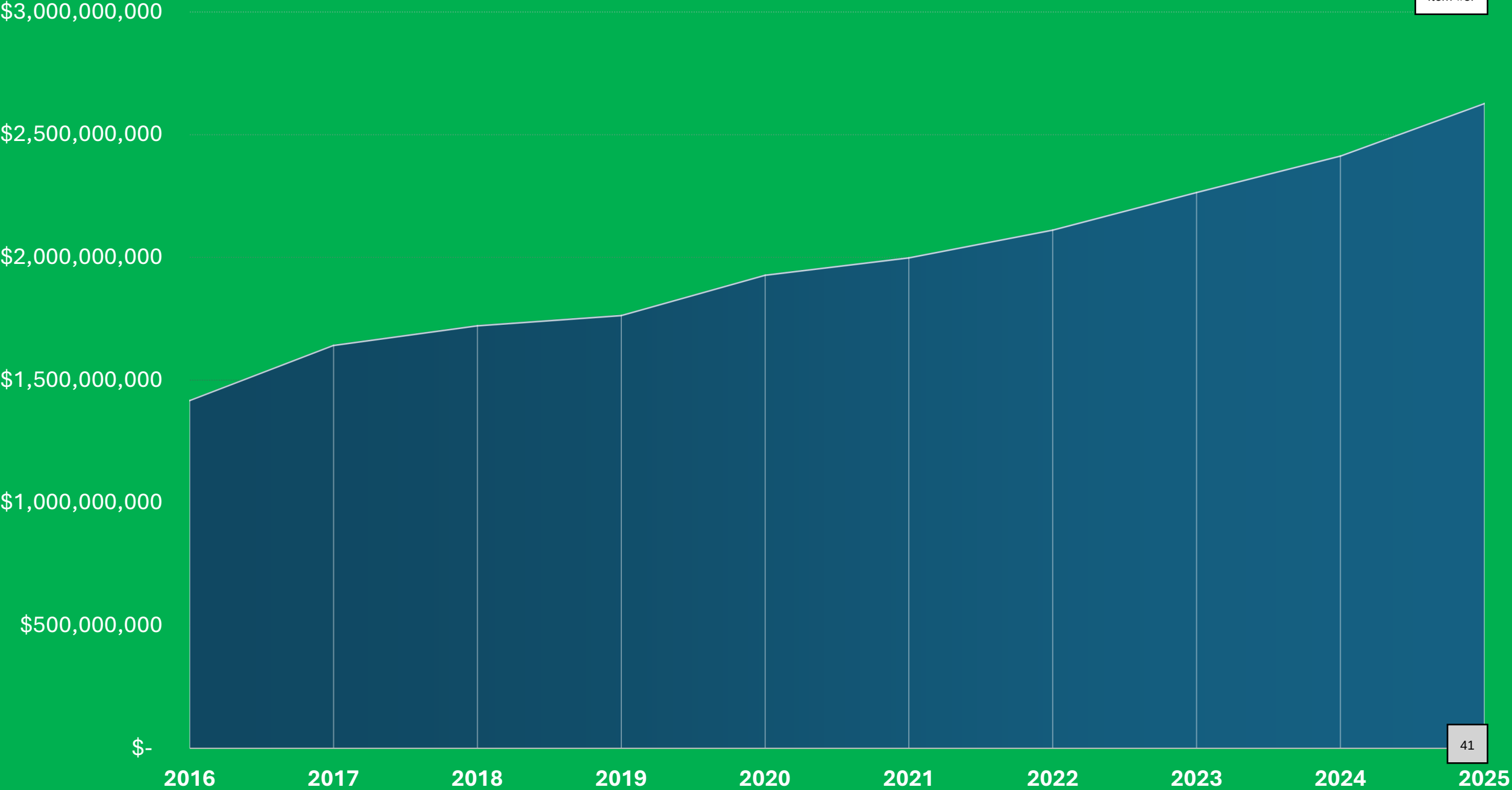
10 YEAR HISTORICAL MILLAGE RATE HISTORY

Item #3.



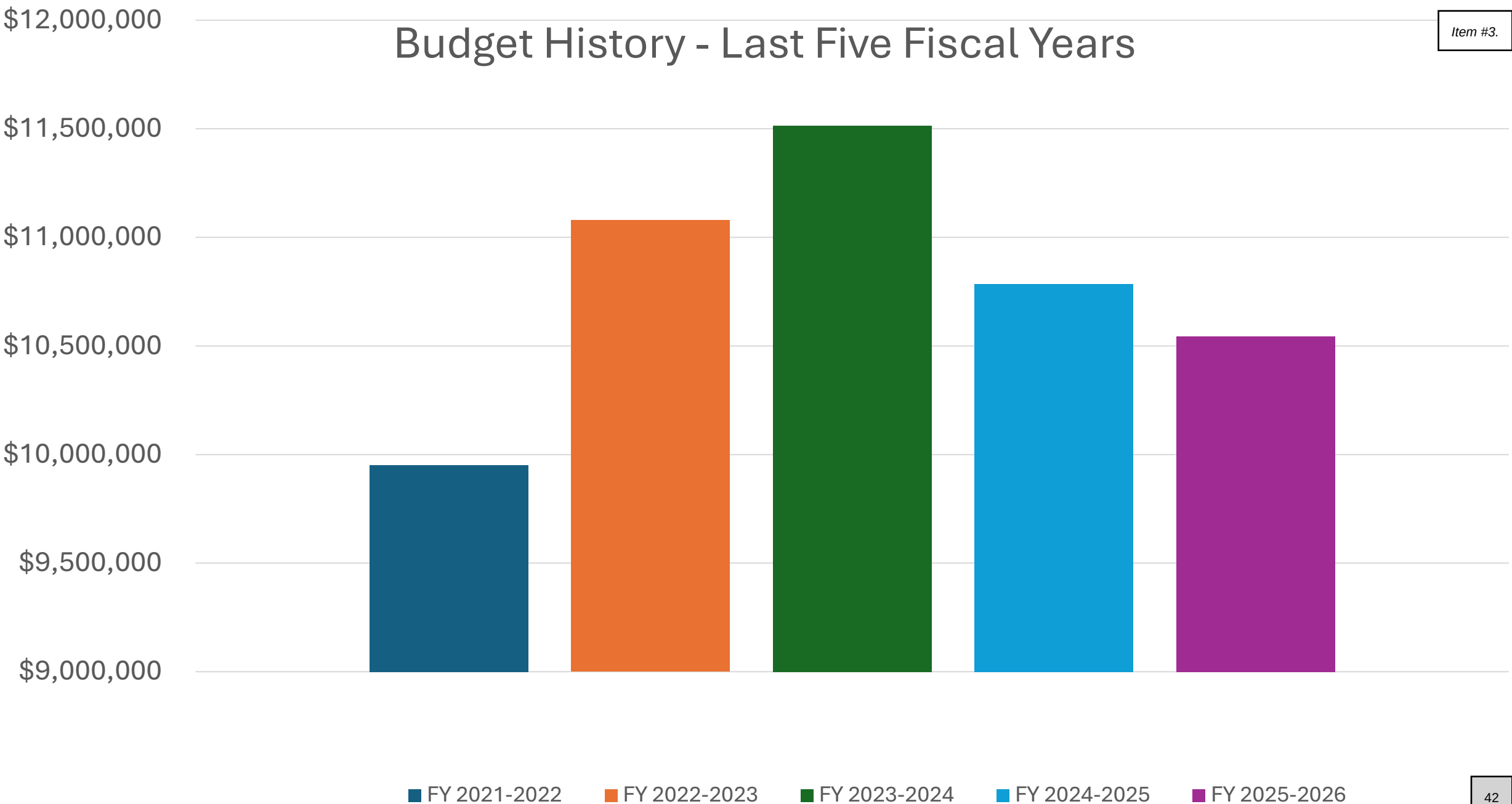
Total Assessed Value

Item #3.



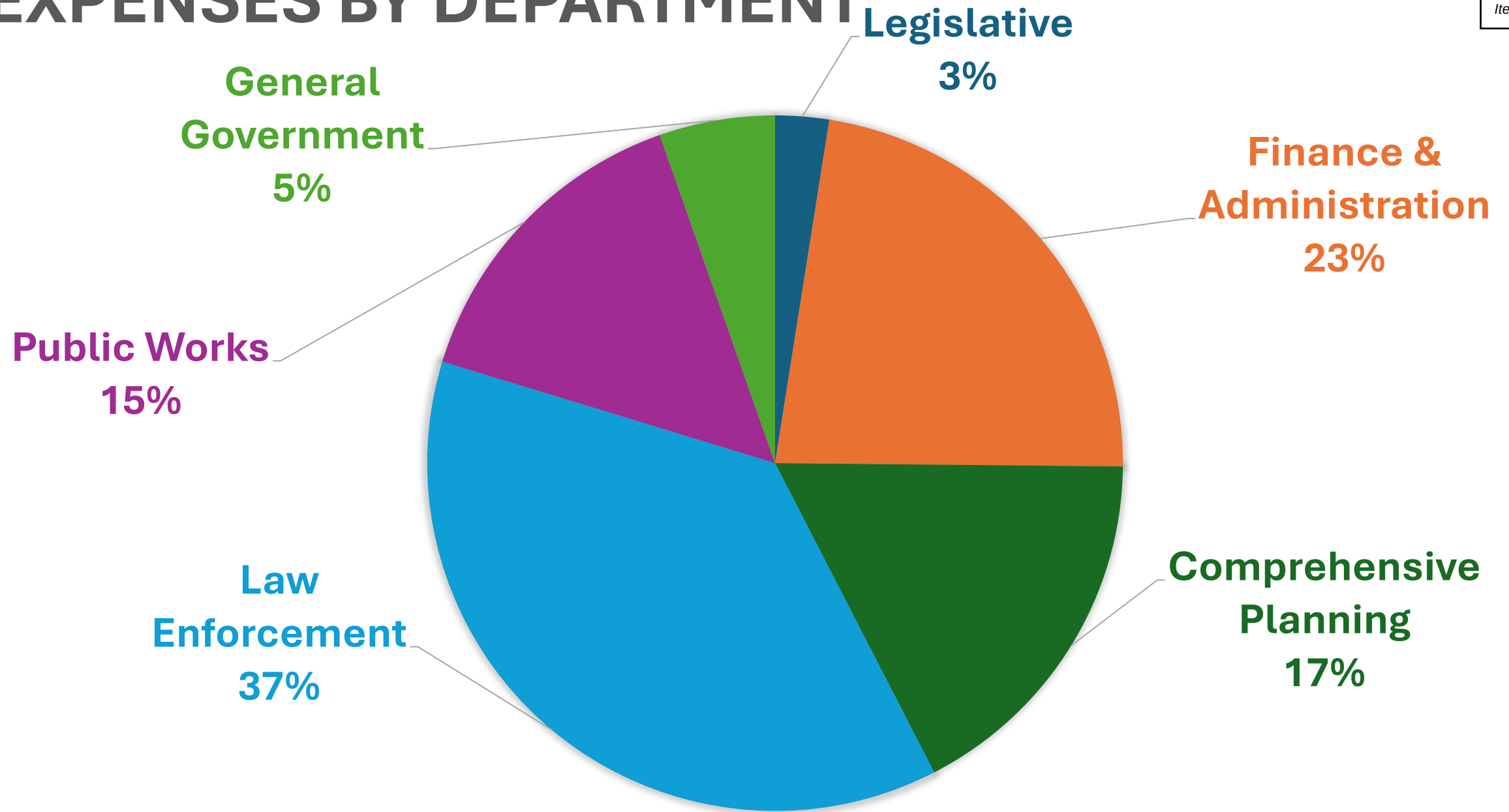
Budget History - Last Five Fiscal Years

Item #3.



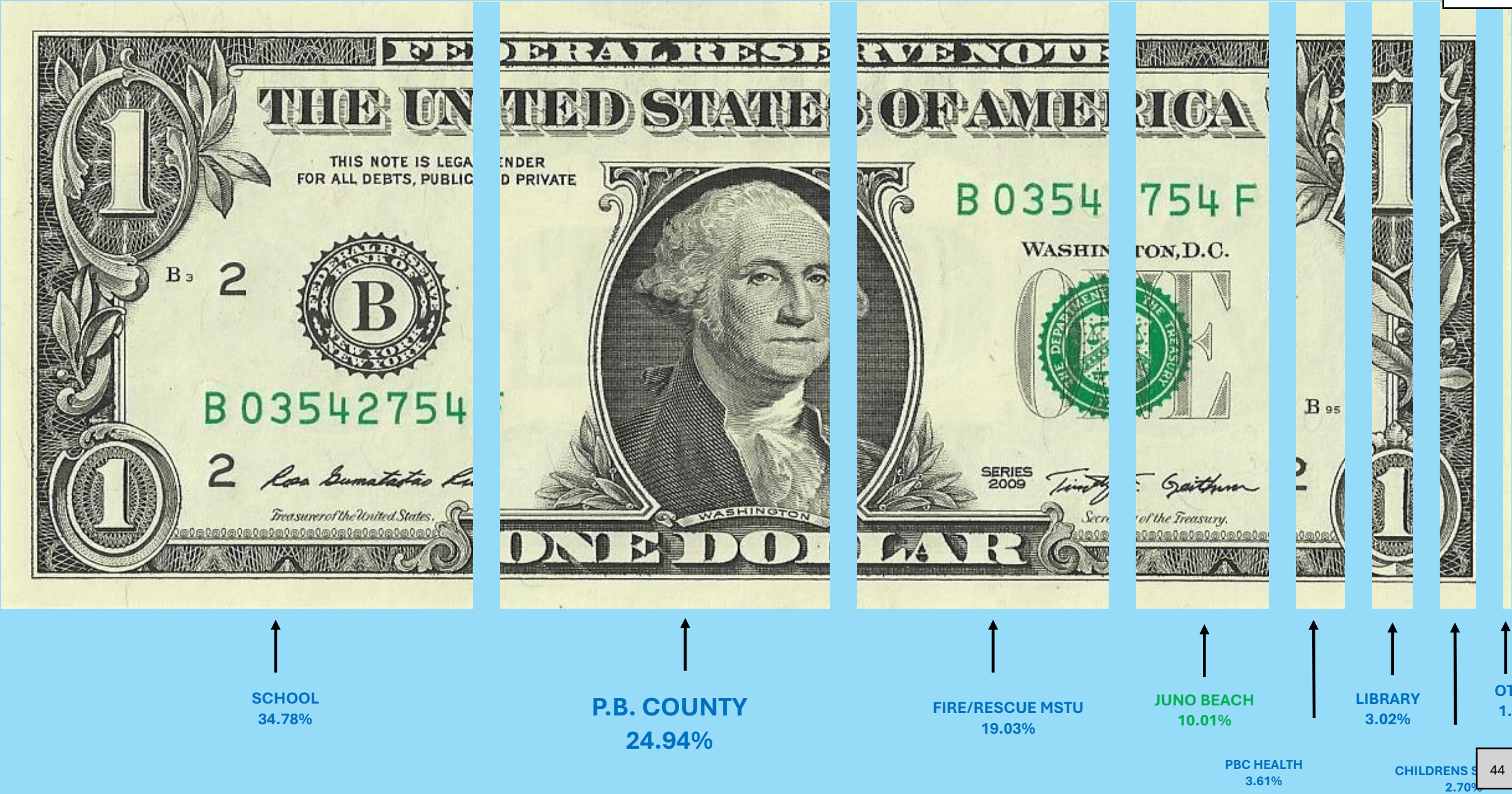
EXPENSES BY DEPARTMENT

Item #3.



Allocation by Percent of Where Your Tax Dollar Goes

Item #3.



Revenue Trends

- We have not yet received an estimate of the increase in property values, we are expecting it in the next few weeks. Final estimate will be received from the Palm Beach County Property Appraiser by August 1st.
- Palm Beach County One Cent Surtax ended December 2025.
- Newly annexed Captain's Key was included in our FY 2026 tax roll, approximately \$100,000 in additional revenue. In future years we will receive property tax revenue from the Caretta and Pulte projects after they are completed.

In Conclusion

- Individual Town Council member meetings will be held to discuss budget priorities.
- The first draft of the FY 2026-2027 budget will be presented at the June Town Council meeting.
- We will also be having two budget workshops this summer.
- Any questions?



SPECIAL TOWN COUNCIL MEETING MINUTES

April 15, 2025 at 3:00 PM

Council Chambers – 340 Ocean Drive and YouTube

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

ALSO PRESENT: CAITLIN E. COPELAND-RODRIGUEZ, ACTING TOWN MANAGER
TG LAW PLLC, TOWN ATTORNEY
IAN COMP, TOWN CLERK DESIGNEE

AUDIENCE: 15 (5 via zoom)

CALL TO ORDER – 3:00PM

PLEDGE ALLEGIANCE TO THE FLAG

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

Council gave unanimous consensus to schedule a Closed Executive Session for Wednesday, April 22, 2026, at 4pm.

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 3:03pm.

Public Comments Closed at 3:03pm.

COUNCIL ACTION/DISCUSSION ITEMS (A public comment period was provided for each item below.)

1. Appointment of Interim Town Manager

MOTION: *Halpern/Shaw made a motion to approve the appointment of Kathleen Gunn as Interim Town Manager under a 1099 consultant contract.*

ACTION: *The motion passed unanimously.*

MOTION: Davis/Halpern made a motion to have Caitlin Copeland-Rodriguez to continue as Acting Town Manager until the Interim Town Manager contract is executed.
ACTION: The motion passed unanimously.

COMMENTS FROM THE COUNCIL

Vice Mayor Pro Tem Halpern inquired about an update from Colin Baenziger on the timeline and when the ad will be run for the actual search for the position of Town Manager.

Mr. Baenziger provided an overview of the process and stated that he will start to conduct individual virtual meetings with each Councilmember.

Council reviewed, discussed, and asked Mr. Baenziger questions on the matter.

Council gave unanimous consensus to provide Mr. Baenziger with edits to the brochure by April 22, maintain the salary range as stated in the prior brochure, and directed Mr. Baenziger to include language indicating that the salary range is under review.

Council gave unanimous consensus to have Mr. Baenziger proceed with advertising upon receipt of the edits.

Mayor Santilli inquired about the individual meetings with Treasure Coast Regional Planning Council being premature and that Council needs to figure out where they are with the development of the Strategic Plan and Master Plan.

Council reviewed, discussed, and asked staff questions on this matter.

Mayor Santilli, Vice Mayor Davis, Vice Mayor Pro Tem Halpern, and Councilmember Fraser gave consensus to proceed with the individual meetings with Treasure Coast Regional Planning Council but to wait until June to conduct workshops on the Master Plan and Strategic Plan.

Vice Mayor Pro Tem Halpern inquired about a deadline for the completion of the master and the costs already paid to Treasure Coast Regional Planning Council.

Acting Town Manager Copeland-Rodriguez explained that the contract has no set expiration date and provided the costs already paid to Treasure Coast Regional Planning Council.

ADJOURNMENT

Mayor Santilli adjourned the meeting at 5:05pm.

Dave Santilli, Mayor

Ian Comp, Town Clerk Designee



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

Online Form Submittal: Public Comments

1 message

noreply@civicplus.com <noreply@civicplus.com>

Sat, Apr 11, 2026 at 4:38 PM

Reply-To: noreply@civicplus.com

To: ccopeland@juno-beach.fl.us, dhalpern@juno-beach.fl.us, ddavis@juno-beach.fl.us, service@tgjustice.com, dsantilli@juno-beach.fl.us, sshaw@juno-beach.fl.us, mfraser@juno-beach.fl.us

Public Comments**Public Comments for Town Council and Planning & Zoning Board Meetings**

Please use the form below to submit comments for Town Council Planning and Zoning Board Meetings. All Public Comments must be submitted by Noon on the day of the scheduled meeting. All information you submit will become a permanent record of the Town, accessible to anyone who wants to see it. If you should have any questions, please contact the Town Clerk's Office at 561-656-0316.

First Name	Debra
Last Name	Levulis
Address	401 Sunset Way Juno Beach FL
Email Address	johndeb642@gmail.com
Agenda Item Number (Ex: 1, 2, 3)	1
Public Comment / Question	One of the most important decisions by the new town council is hiring the interim town manager. The town clerk and two experienced current town council members allowed a new set of ordinances 795, 796, and 797 be rescinded due to improper advertising which is centered on negligence of their statutory duties, violating public trust and fiscal responsibility. The new town council should call for a review of the Clerk's office procedures for legal notifications before the current town clerk would be considered for filling the interim position as our town manager. The new town council must demand a public audit a call for formal censure to reprimand those responsible before an interim and/ or a new town manager is hired. Formally request all correspondence between the council and clerk regarding those rescinded ordinances be determined if the error was negligence or a deliberate, faulty process.

Item #4.

Re: Projected costs for Interim Town Manager services

Gemma Torcivia <gtorcivia@tgjustice.com>

To: Zackery Good <zgood@tgjustice.com>

Cc: Caitlin Copeland <ccopeland@juno-beach.fl.us>, Emily Alves <ealves@juno-beach.fl.us>, Jennifer Cockcroft <jcockcroft@tgjustice.com>, Paul Nicoletti <pnicoletti@tgjustice.com>, Jackie I

Dear Mayor and Council,

Please be advised that I spoke with Kathleen Gunn, and she is very interested in working with the Town. To that end, she is willing to lower her rate to \$119.00 an hour for interim services.

Sincerely,

Gemma Torcivia

Managing Partner

TG Law PLLC

Office: (561) 370-7360

Mobile: (561) 602-6222

Fax: (855) 514-2822

gtorcivia@tgjustice.com

tgjustice.com

On Apr 13, 2026, at 3:02 PM, Zackery Good <zgood@tgjustice.com> wrote:

Dear Mayor and Council,

Please see below updated table including the information for Mr. Shoobridge.

Options	Description	Costs per hour	Costs per month
Caitlin Copeland-Rodriguez	Interim TM + temp clerk (7/27 ~ 3.5 months)	Additional \$38.88 + \$96.87 = \$132.75	\$21,240
Pam MacKie Walker	Interim only	Previous TM paid \$93.75	\$15,000
Howard Brown	Interim only	Previous TM paid \$93.75	\$15,000
Kathleen Gunn	Consider for permanent position	\$200 hour (20 hours a week as interim)	\$16,000
Jason Yarborough	Consider for permanent position	\$120 hour x 32 hour	\$15,360
Jeff Shoobridge	Consider for permanent position	\$90/hour x 40 hours	\$14,400

Zackery Good, Esq.

TG Law PLLC

Mobile: (786) 452-4241

Fax: (855) 514-2822

Email: zgood@tgjustice.com

tgjustice.com

THE INFORMATION CONTAINED IN THIS TRANSMISSION IS ATTORNEY PRIVILEGED AND CONFIDENTIAL. IT IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY NAMED ABOVE. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY BY TELEPHONE COLLECT AND RETURN THE ORIGINAL AT THE ABOVE ADDRESS VIA THE U.S. POSTAL SERVICE. WE WILL REIMBURSE YOU FOR YOUR EXPENSES. THANK YOU.

On Apr 13, 2026, at 1:08 PM, Gemma Torcivia <gtorcivia@tgjustice.com> wrote:

Dear Mayor and Council,

Please be advised that the below table reflects the projected costs for the current candidates for Interim Town Manager.

Please note that for Ms. Copeland-Rodriguez the cost per month includes the temporary clerk as the hourly cost for Interim Town Manager services.

Ms. MacKie Walker and Mr. Brown are interested in only serving as interim Town Manager, and will perform interim Town Manager services for \$93.75 an hour (the hourly rate of

I also want to note that Ms. Gunn is willing to provide Interim Town Manager services for 20 hours a week, and Mr. Yarborough is willing to provide interim Town Manager service

Options	Description	Costs per hour	Costs per month
Caitlin Copeland-Rodriguez	Interim TM + temp clerk (7/27 ~ 3.5 months)	Additional \$38.88 + \$96.87 = \$132.75	\$21,240
Pam MacKie Walker	Interim only	Previous TM paid \$93.75	\$15,000
Howard Brown	Interim only	Previous TM paid \$93.75	\$15,000
Kathleen Gunn	Consider for permanent position	\$200 hour (20 hours a week as interim)	\$16,000
Jason Yarborough	Consider for permanent position	\$120 hour x 32 hour	\$15,360

If you have any questions, please give me a call. Thank you so much.

Sincerely,

Gemma Torcivia

Managing Partner

TG Law PLLC

Office: (561) 370-7360

Mobile: (561) 602-6222

Fax: (855) 514-2822

gtorcivia@tgjustice.com

tgjustice.com

THE INFORMATION CONTAINED IN THIS TRANSMISSION IS ATTORNEY PRIVILEGED AND CONFIDENTIAL. IT IS INTENDED ONLY FOR THE USE OF THE INDIVIDUAL OR ENTITY NAMED ABOVE. IF THE READER OF THIS MESSAGE IS NOT THE INTENDED RECIPIENT, YOU ARE HEREBY NOTIFIED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS COMMUNICATION IN ERROR, PLEASE NOTIFY US IMMEDIATELY BY TELEPHONE COLLECT AND RETURN THE ORIGINAL AT THE ABOVE ADDRESS VIA THE U.S. POSTAL SERVICE. WE WILL REIMBURSE YOU FOR YOUR EXPENSES. THANK YOU.



TOWN COUNCIL REGULAR MEETING MINUTES

April 22, 2026 at 5:30 PM

Council Chambers – 340 Ocean Drive and YouTube

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

ALSO PRESENT: CAITLIN E. COPELAND-RODRIGUEZ, ACTING TOWN MANAGER
TG LAW PLLC, TOWN ATTORNEY
ANDREA DOBBINS, PROJECT/RISK MANAGER
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING
EMILY ALVES, FINANCE/HR DIRECTOR
DUNCAN CLARK, PLANNING TECHNICIAN
IAN COMP, TOWN CLERK DESIGNEE

AUDIENCE: 19

CALL TO ORDER – 5:31PM

PLEDGE ALLEGIANCE TO THE FLAG

ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA - None

PRESENTATIONS

1. Florida Sunshine and Public Records Presentation

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.

Public Comments Opened at 6:27pm.

Public Comments Closed at 6:35pm.

CONSENT AGENDA

2. Town Council Meeting Minutes - March 25, 2026
3. Special Town Council Meeting Minutes - April 7, 2026
4. Proclamation – Police Week and Peace Officers Memorial Day 2026
5. Proclamation – Professional Municipal Clerks Week
6. Proclamation – Public Service Recognition Week 2026
7. Proclamation – National Public Works Week 2026
8. Proclamation – Kids to Parks Day 2026
9. Proclamation – Water Reuse Week 2026
10. Year to Date (YTD) Financial Statements

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

ACTION: *The motion passed unanimously.*

COUNCIL ACTION/DISCUSSION ITEMS (A public comment period was provided for each item below.)

11. Interim Town Manager Contract

MOTION: *Davis made a motion to approve the revised April 22, 2026 consultant contract with Kathleen Gunn as amended.*

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

Vice Mayor Pro Tem Halpern, Councilmember Fraser, and Councilmember Shaw gave consensus to have a 3rd party conduct the background check.

MOTION: *Davis made a motion to approve the revised contract as amended based on the 3rd party background check; include and/or Luminance LLC as consultant; reimburse the required general liability insurance coverage not to exceed \$150 per month which is not to exceed \$2,000 a year; and pending the review of the background check.*

Mayor Santilli passed the gavel and seconded the motion.

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

12. WGI Presentation for the Emergency Operations Center (EOC)

Council gave unanimous consensus to pause the project, evaluate the budget, and come back at a later date to discuss.

13. Special Event Request - 2026 Nippers Surf Lifesaving Program

Council gave unanimous consensus to table this item pending the Palm Beach County letter.

14. Ordinance No. 795

ORDINANCE NO. 795 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING DIVISION 4, "SITE PLAN AND APPEARANCE REVIEW," OF ARTICLE II, "ADMINISTRATION AND ENFORCEMENT," OF CHAPTER 34, "ZONING" OF THE TOWN CODE OF ORDINANCES TO PROVIDE FOR

ADMINISTRATIVE REVIEW AND APPROVAL OF APPEARANCE FOR SINGLE FAMILY DWELLINGS; AND CLARIFYING COMPLIANCE OF APPEARANCE REVIEW WITH FLORIDA LAW; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

MOTION: *Davis/Halpern made a motion to deny Ordinance No. 795.*

ACTION: *The motion passed unanimously.*

15. Ordinance No. 796

ORDINANCE NO. 796 AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING SECTION 34-115, "INTENT AND PURPOSE," OF ARTICLE II, "ADMINISTRATION AND ENFORCEMENT," OF CHAPTER 34, "ZONING" OF THE TOWN OF JUNO BEACH'S CODE OF ORDINANCES TO CLARIFY THE STATED LEGISLATIVE INTENT OF SITE PLAN AND APPEARANCE, INCLUDING ARCHITECTURAL, REVIEWS WITH RESPECT TO SINGLE-FAMILY AND TWO-FAMILY DWELLINGS; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

MOTION: *Davis/Halpern made a motion to deny Ordinance No. 796.*

ACTION: *The motion passed unanimously.*

16. Ordinance No. 797

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING DIVISION 1, "GENERALLY," OF ARTICLE II, "ADMINISTRATION AND ENFORCEMENT," OF CHAPTER 34, "ZONING," OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTION 34-28, "PLANNING AND ZONING BOARD DUTIES," TO REMOVE REVIEW OF PLATS AND REMOVE REVIEW OF SINGLE FAMILY SITE PLANS AND APPEARANCE (INCLUDING ARCHITECTURAL) FROM THE PLANNING AND ZONING BOARD TO ADMINISTRATIVE STAFF; PROVIDING FOR ADOPTION OF RECITALS; CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

MOTION: *Davis/Halpern made a motion to deny Ordinance No. 797.*

ACTION: *The motion passed unanimously.*

17. Public Hearing & First Reading on Ordinance 799 – Repeal Code Section 12-136. – Gasoline powered leaf blowers.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO 5 BEACH, FLORIDA, AMENDING SECTION 12-136, "GASOLINE 6 POWERED LEAF BLOWERS," OF ARTICLE V, "NOISE," OF 7 CHAPTER 12, "ENVIRONMENT" OF THE TOWN CODE OF 8 ORDINANCES TO CONFORM WITH CHAPTER 2026-3, LAWS OF 9 FLORIDA; PROVIDING FOR CONFLICTS, SEVERABILITY, 10 CODIFICATION, AND AN EFFECTIVE DATE.

MOTION: *Davis/Halpern made a motion to table Ordinance No. 799 and notice the public via newsletter.*

ACTION: *The motion passed unanimously.*

18. Public Hearing & First Reading on Ordinance 800 – Amending Floodplain Regulation Definitions

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING SECTION 7-12, “DEFINITIONS,” OF ARTICLE II, “DEFINITIONS,” OF CHAPTER 7, “FLOODPLAIN REGULATIONS” OF THE TOWN CODE OF ORDINANCES TO CONFORM WITH THE PROVISIONS OF CHAPTER 2025-190, LAWS OF FLORIDA RELATED TO SUBSTANTIAL IMPROVEMENT AND SUBSTANTIAL DAMAGE; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

MOTION: *Davis/Fraser made a motion to approve Ordinance No. 800 on first reading.*

ACTION: *The motion passed unanimously.*

19. FY 2026-2027 Budget Calendar

Council gave unanimous consensus approving the budget workshop dates.

20. Resolution No. 2026-08 - Approving 2025-2026 Budget Amendment

MOTION: *Halpern/Davis made a motion to approve Resolution No. 2026-08 – Amending the Fiscal Year 2025-2026 Annual Budget.*

ACTION: *The motion passed unanimously.*

MOTION: *Halpern/Fraser made to have Caitlin Copeland-Rodriguez continue to serve as Acting Town Manager until the Interim Town Manager contract is executed and a satisfactory background check is completed.*

ACTION: *The motion passed unanimously.*

21. Approval of Council Cell Phone Purchases with Records Archiving Software

Mayor Santilli, Vice Mayor Pro Tem Halpern, and Councilmember Fraser gave consensus to authorize an opt-in process for Council Members regarding the use of Town-issued cell phones.

Council gave unanimous consensus to move the last two items to the beginning of the May agenda.

~~22. Discussion on Temporary Sign Code and Sign Code Review~~

~~23. Discussion on Reopening the Charter Review~~

COMMENTS FROM THE COUNCIL

(See attached handouts from Vice Mayor Davis and Vice Mayor Pro Tem Halpern.)

Vice Mayor Davis requested Council consensus for Stephanie Davies to facilitate a Strategic Workshop on June 3, to hold a public meeting regarding the FPL project, and provided an update on her meeting with the Treasure Coast Regional Planning Council.

Vice Mayor Pro Tem Halpern reported receiving current signage for posting at each Juno Beach beach access and announced that a donor has offered to provide life safety rings for each access point. She also asked for consensus to have a ribbon cutting ceremony for Kagan Park.

Council gave unanimous consensus to have a ribbon cutting ceremony for Kagan Park.

Councilmember Shaw inquired about the Seminole Golf Club temporary access permit.

ADJOURNMENT

Per Ordinance No. 759 meeting was adjourned at 10:00pm.

Dave Santilli, Mayor

Ian Comp, Town Clerk Designee

DRAFT



TOWN OF JUNO BEACH

Item #5.

PUBLIC COMMENT CARD

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

AGENDA ITEM #: TOWN MANAGER DISMISSAL DATE: 4-22-26

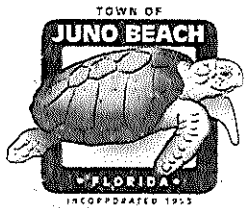
NAME: Paul Huggins PHONE NO.: 732-241-1107

REPRESENTING (IF APPLICABLE): MR

ADDRESS: Waterford

CHECK WHAT MAY APPLY:

☐ SUPPORT ☐ OPPOSE ☒ I WISH TO SPEAK



TOWN OF JUNO BEACH

Item #5.

PUBLIC COMMENT CARD

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

AGENDA ITEM #:

ALL

DATE:

NAME:

Siobhan O'Donnell

PHONE NO.:

REPRESENTING (IF APPLICABLE):

ADDRESS:

N Lyra

CHECK WHAT MAY APPLY:

☐

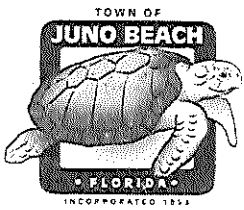
SUPPORT

☐

OPPOSE

☐

I WISH TO SPEAK



TOWN OF JUNO BEACH

Item #5.

PUBLIC COMMENT CARD

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

AGENDA ITEM #: 14, 15, 16 DATE: 4/22/2026

NAME: ALDO ROVERE PHONE NO.: 631-335-4147

REPRESENTING (IF APPLICABLE):

ADDRESS: 400 UNO LAGO DR

CHECK WHAT MAY APPLY:

☐

SUPPORT

☒

OPPOSE

SEE ATTACHED

2

☒

I WISH TO SPEAK

Online Form Submittal: Public Comments

1 message

noreply@civicplus.com <noreply@civicplus.com>

Wed, Apr 22, 2026 at 10:38 AM

Reply-To: noreply@civicplus.com

To: ccopeland@juno-beach.fl.us, dhalpern@juno-beach.fl.us, ddavis@juno-beach.fl.us, service@tgjustice.com, dsantilli@juno-beach.fl.us, sshaw@juno-beach.fl.us, mfraser@juno-beach.fl.us

Public Comments

Public Comments for Town Council and Planning & Zoning Board Meetings

Please use the form below to submit comments for Town Council Planning and Zoning Board Meetings. All Public Comments must be submitted by Noon on the day of the scheduled meeting. All information you submit will become a permanent record of the Town, accessible to anyone who wants to see it. If you should have any questions, please contact the Town Clerk's Office at 561-656-0316.

First Name	Don
Last Name	Felicella
Address	1045 Ocean Drive #401
Email Address	juno1045@gmail.com
Agenda Item Number (Ex: 1, 2, 3)	n/a
Public Comment / Question	I want to take this opportunity to correct a statement in a recent newsletter from Diane Davis which stated, "Our residents came out in record numbers to elect a new Mayor and two new Council members". First, I want to acknowledge that the winners in the last Juno Beach election won by an impressive victory. The fact is that the voters did not come out in record numbers. If you compare the number of voters who voted in the 2026 election compared to the 2024 election you will find that 16.3% less voters voted in 2026 than in 2024, and in 2026 we had three contested seats as opposed to two contested seats in 2024. The fact is that the voters did not come out in record numbers in the last election.

5/14/26, 11:33 AM

Town of Juno Beach Mail - Online Form Submittal: Public Comments

Wishing you a successful term,
Don Felicella

Item #5.

Email not displaying correctly? [View it in your browser.](#)



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

Online Form Submittal: Public Comments

1 message

noreply@civicplus.com <noreply@civicplus.com>

Tue, Apr 21, 2026 at 4:32 PM

Reply-To: noreply@civicplus.com

To: ccopeland@juno-beach.fl.us, dhalpern@juno-beach.fl.us, ddavis@juno-beach.fl.us, service@tgjustice.com, dsantilli@juno-beach.fl.us, sshaw@juno-beach.fl.us, mfraser@juno-beach.fl.us

Public Comments

Public Comments for Town Council and Planning & Zoning Board Meetings

Please use the form below to submit comments for Town Council Planning and Zoning Board Meetings. All Public Comments must be submitted by Noon on the day of the scheduled meeting. All information you submit will become a permanent record of the Town, accessible to anyone who wants to see it. If you should have any questions, please contact the Town Clerk's Office at 561-656-0316.

First Name	Debra
Last Name	Levulis
Address	401 Sunset Way Juno Beach,FL
Email Address	johndeb642@gmail.com
Agenda Item Number (Ex: 1, 2, 3)	16
Public Comment / Question	Please properly codify Ordinance 797 and please do not repeal Ordinance 797. Single family home architectural harmony reviews stifle creativity resulting in a neighborhood that is not unique, diverse and vibrant as Juno Beach. Single family homeowners should have the freedom to decide the appearance of their own homes especially if the proposed home adheres to objective base zoning code including standard setbacks and height restrictions. Keep government and the Planning and Zoning Board out of our single family home property design.

Email not displaying correctly? [View it in your browser.](#)



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

Online Form Submittal: Public Comments

1 message

noreply@civicplus.com <noreply@civicplus.com>

Tue, Apr 21, 2026 at 4:21 PM

Reply-To: noreply@civicplus.com

To: ccopeland@juno-beach.fl.us, dhalpern@juno-beach.fl.us, ddavis@juno-beach.fl.us, service@tgjustice.com, dsantilli@juno-beach.fl.us, sshaw@juno-beach.fl.us, mfraser@juno-beach.fl.us

Public Comments

Public Comments for Town Council and Planning & Zoning Board Meetings

Please use the form below to submit comments for Town Council Planning and Zoning Board Meetings. All Public Comments must be submitted by Noon on the day of the scheduled meeting. All information you submit will become a permanent record of the Town, accessible to anyone who wants to see it. If you should have any questions, please contact the Town Clerk's Office at 561-656-0316.

First Name	Debra
Last Name	Levulis
Address	401 Sunset Way Juno Beach, FL
Email Address	johndeb642@gmail.com
Agenda Item Number (Ex: 1, 2, 3)	15
Public Comment / Question	Please properly codify ordinance 796 and please do not repeal ordinance 796. Single family home architectural harmony appearance reviews are based on personal tastes of a few planning and zoning board members leading to inconsistent application. The planning and zoning board process creates bottlenecks and higher construction costs, potential legal fees discouraging necessary improvements. Restrictive architectural appearance reviews for single family homes can shrink the pool of buyers who want to avoid HOA style controls which provide no shared amenities whatsoever.

Email not displaying correctly? [View it in your browser.](#)



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

Online Form Submittal: Public Comments

1 message

noreply@civicplus.com <noreply@civicplus.com>

Tue, Apr 21, 2026 at 4:09 PM

Reply-To: noreply@civicplus.com

To: ccopeland@juno-beach.fl.us, dhalpern@juno-beach.fl.us, ddavis@juno-beach.fl.us, service@tgjustice.com, dsantilli@juno-beach.fl.us, sshaw@juno-beach.fl.us, mfraser@juno-beach.fl.us

Public Comments

Public Comments for Town Council and Planning & Zoning Board Meetings

Please use the form below to submit comments for Town Council Planning and Zoning Board Meetings. All Public Comments must be submitted by Noon on the day of the scheduled meeting. All information you submit will become a permanent record of the Town, accessible to anyone who wants to see it. If you should have any questions, please contact the Town Clerk's Office at 561-656-0316.

First Name	Debra
Last Name	Levulis
Address	401 Sunset Way Juno Beach FL
Email Address	johndeb642@gmail.com
Agenda Item Number (Ex: 1, 2, 3)	14
Public Comment / Question	I am a single family homeowner. I reside in a house built in 1954 on Sunset Way since 1987. I and my husband worked our entire careers in public service here in Palm Beach County. As Juno Beach Town Councilors you all are fiduciaries for us taxpayers per our town charter. Please properly codify and please do not repeal ordinance 795. Ordinance 795 protects our single family homeowner property rights which you as our fiduciaries are required to protect. Your home is your largest investment and we must protect our ability to modernize and renovate to our towns long standing base zoning requiring standard setbacks and height restrictions.

Email not displaying correctly? [View it in your browser.](#)

04/22/2026

Good evening, Mayor, Council Members, Staff, and Residents,

I have appeared before you on multiple occasions regarding the fast-tracked passage of Ordinances 795 through 797 ahead of the March 10 election, an election that rightly gave voters the opportunity to weigh in through their choice of representation.

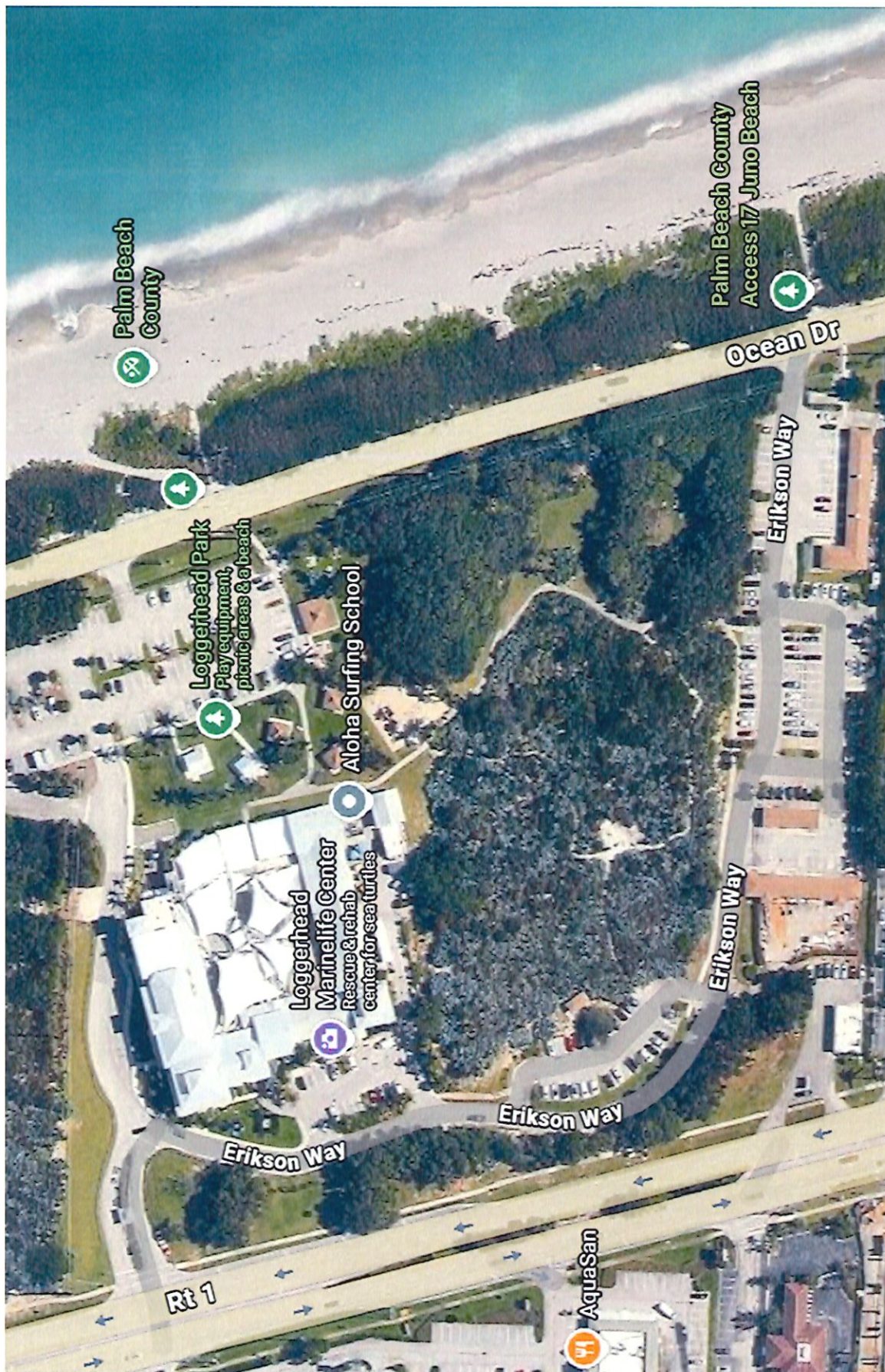
The outcome was clear. Juno Beach citizens, representing 42% of the eligible voting electorate, overwhelmingly supported candidates who were not in favor of these ordinances. Since then, it has also come to light that proper public notice was not provided. Additionally, the newly appointed Planning and Zoning Board, selected based on their qualifications, has unanimously declined to recommend that these ordinances move forward.

Taken together, these developments provide both procedural and democratic clarity. The will of the people is evident, and the first decisive action by this Planning and Zoning advisory body, charged with thoughtful review, has affirmed that direction.

I respectfully urge the Council to follow the recommendation of the Planning and Zoning Board and allow this matter to conclude here, rather than reopening debate on an issue that has already been decided through both due process and the voice of the voters.

Thank you for serving the community.

Aldo Rovere – 400 Uno Lago Drive



Town Council Majority Five Times - Upheld Retaining Harmony Reviews

1. May 2, 2025 – Workshop vote to retain harmony review.
2. May 28, 2025 – Motion to repeal Ordinance 780 failed. (harmony ordinance)
Staff proposal passed but Town Council was not informed that it was not a viable solution because SB 180 passed both Florida houses and it would prevent these proposals from being passed as ordinances. See email to Town Manager and Town Attorney regarding this omission.
3. July 23, 2025 – Council reaffirmed continuation of harmony reviews.
4. Sept 16, 2025 – Council reversed a Sept 8th vote and affirmed harmony review.
5. In his Sept 8 & 10, 2025 "Town Official Newsletter – The Facts," our Town Manager asserted his opinion that appearance and harmony reviews are "not compliant with existing state law and/or risk litigation", further asserting that rules in place as "illegal." The Town Manager promotes base zoning §34-268 (site-area rules: 35% lot coverage, setbacks, etc.) as the only codes applied to review SFHs and not the long-standing appearance reviews of §34-116(3)(b)1&2. Our existing Town Attorney written opinions, did not state that our codes or their implementation were "illegal."
6. Sept. 24, 2025 – Town Council did not act on staff base zoning only proposals and therefore kept harmony reviews again. Under Robert's Rules of Order for Assemblies (12th ed.), when a motion fails, the status quo remains—meaning our existing codes and interpretations for harmony review stayed in place.
7. Sept. 26, 2025 – The Town Manager issued a policy instructing staff: (1) to only use base zoning for their recommendations of approval in their SFH reviews, and (2) not to represent to applicants that compliance with the current analysis of the harmony codes would increase the likelihood of project approval. This staff action removed the harmony review for bulk, mass, and scale; effectively nullifying the harmony reviews, without a majority vote of Town Council.
8. November 12, 2025 – John Callaghan's proposal six paragraphs of amendments to the appearance review and harmony codes passed 3-2. The Town Council gave consensus to obtain an attorney's opinion from our new Town Attorneys.
9. January 28, 2026 –Legal review provided with attorney opinion that architectural review is legal and review of the harmony criteria of bulk, mass, scale and proportion within 300 feet in the same zoning code is legal. Draft ordinances 795-797 passed on first reading 3-2. Second reading is scheduled for special set meeting in February to avoid having single family home reviews as an election issue for our voters. Motion made to remove our Town Attorneys failed.
10. February 18, 2026, Second reading of ordinances 795-797, passed 3 to 2.
11. March 25, 2026, Determination that the public notice was not adequate, so the ordinances 795-797 are not effective, and need to be re-public noticed. Motion to re-notice the ordinances 795-797 passed unanimously.

o Outlook

Clarification regarding "appearance review" (single family RS1 - RS5) and applicability of SB 180

From Diana Davis <ddavis@juno-beach.fl.us>

Date Sun 6/8/2025 8:58 AM

To Robert Cole <rcole@juno-beach.fl.us>; Len Rubin <len@torcivialaw.com>; Frank Davila <fdavila@juno-beach.fl.us>; Stephen Mayer <smayer@juno-beach.fl.us> <smayer@juno-beach.fl.us>

Dear Rob Cole, Len Rubin, and Team,

I had hoped we would have a definitive timeline for SB 180's disposition, but as Matt Singer's note below clarified, the 7-day clock for the Governor's signature does not begin until the bill is formally presented during session or 14-days after session.

In light of this, I believe it is our duty—as prudent stewards of the public trust—to prepare for the likelihood that SB 180 will be signed. Our planning and recommendations to Council should, in my view, proceed with that assumption in mind.

Specifically, I am concerned that if appearance review criteria in Juno Beach Municipal Code Section 34-116(3)(b)2, (referred to as "the harmony review") are not maintained for single-family homes in RS-1 through RS-5 districts, to compare mass, bulk, scale and proportion, then **Town will lose the ability to evaluate and mitigate the size and impact of new construction using the proposed mitigation tools of step-backs for second stories, and smaller second stories that were in the staff memo presented at the May 28th meeting.** SB 180 will prohibit any more stringent or burdensome regulations than were in effect August 2024, similar to the previous SB 250. **The "harmony review" of 34-116(3)(b) 2, was in effect as of August 2024.** It provides a complying ordinance that could be "further clarified" to include the suggested mitigation tools of stepping back the second story and a 75% second story size. SB 180 would not prohibit clarifying or further defining ordinances that existed at the time of August 2024, however a new requirement that is considered more stringent or burdensome would be prohibited, such as a new ordinance to only use 34-268 plus step backs for a 2nd floor plus 2nd floor at 75% which is what I understand the May 28th memo to propose.

Without section 34-116(3)(b)2 in effect, the effect of the staff memo that was approved by Council in a split vote will be only the base zoning provisions of Section 34-268 (i.e., setbacks and 35% lot coverage). That would significantly narrow our ability to achieve compatibility and protect neighborhood character. If that will be the effect, then it should be clearly communicated to Town Council so that they know that the mitigation measures suggested by the staff memo at the May 28th meeting (step backs and smaller 2nd stories) are not possible under SB 180, unless it is to further clarify the existing harmony review of section 34-116(3)(b)2, to compare mass, bulk, scale and proportion in context (for RS1 – RS5). Also the relevant time frame to go back to these mitigation factors, should be explained that we could not have any of the additional mitigation if 34-116(3)(b)2, is removed for single family RS1 – RS 5, until possibly October 2027, if Council were to bring it back at that time.

Because at least some on Council who voted to approve the staff memo concepts at the May 28th Town Council meeting, believe that the harmony review of 34-116(3)(b)2, was part of the solution presented for the single family home reviews for RS1 through RS 5; then bringing this concept back would be both consistent with the majority Appearance Review Workshop vote, and consistent with the testimony at

the May 28th meeting that referred to "harmony" remaining, which was interpreted by some on Council who voted yes, to mean that the 34-116(3)(b)2, concept remained for single family homes RS1 through RS2. (Eyes on Juno Blog)

[In my opinion, the conversions regarding "harmony remaining" in our code and "architectural Old florida style" remaining in our code, was not clearly communicated that it is no longer applicable to the single family home reviews of RS1-RS5, if the Council vote on May 28th is implemented through resolution language for the zoning in progress or implemented through ordinance and two readings]

As to architectural review, it is also important to communicate that this is a forever decision, that there will be no going back, even if the three members of Town Council are not re-elected, this would have been decided forever, unless Florida Statute Section 163.3202 is amended. I am still working to obtain information as to the costs of a Writ of Cert action, which is the only downside of continuing with architectural review and then being challenged if we turn down a project based on architectural review. I would like to further define the litigation risk that Bert Harris Act may present to the evaluation of Mass, Bulk, Scale and proportion; in contrast to factors such as height.

There should also be communication to Town Council that removal of 34-116(3)(b)1 and 2, for review of single family homes in zoning codes RS1-RS5, will limit the Town's opportunities with our consultants TCRPC contracted and budgeted for our Master Plan and for our code Improvements with Chen Moore and Associates approved by Town Council to look at "sound and slow growth" (highest priority of Town Council) and FAR, due to SB 180.

I'm aware that our Town staff and Town attorney understands these implications. However, they were not clearly articulated in the memorandum or during the discussion at the last Council meeting. I felt it was important to formally note that omission. If we are to function effectively as a team and offer the best guidance to our community, we must over-communicate—especially on matters of such lasting consequence. Clear and complete information builds trust and strengthens collaboration.

As communicated to Frank Davila and Steven Mayer, I am working on finding examples in our community of the resulting FAR represented by the proposal in the May 28th Town Council meeting to understand the mass, bulk, scale and proportion it represents. I am also working on understanding potential litigation risks with the Bert Harris Act for mass, bulk, scale and proportion types of land development regulations, including damages awarded, and mitigation such as insurance. I am gathering information on Writ of Cert cases that are brought if someone opposes a land development decision and what costs it represents.

I look forward to speaking with each of you regarding these issues in the coming weeks prior to our next Town Council meeting. Thank you for taking the time to consider these concepts.

Best regards,

Diana Davis

Vice Mayor Pro Tem

561-267-7772

Appearance Review

Robert Cole <rcole@juno-beach.fl.us>
 To: Robert Cole <rcole@juno-beach.fl.us>
 Bcc: town_council@juno-beach.fl.us

Fri, Sep 26, 2025 at 12:44 PM

Hi, everyone.

Please note that you are blind copied for Sunshine Law purposes; do not "reply all."

This email is to make sure that all members of Town Council are aware of the procedural status for staff implementation of Appearance Review (34-116(3)(b)), as was related during this past Wednesday's meeting, pending future Council direction on the preferred path forward; I want to make sure that everyone understands where we ended up procedurally. Importantly, **no Town Council consensus direction was achieved on next steps**. Against that backdrop, staff reported to Council at Wednesday's meeting the following:

- Staff will continue to validate applicant compliance with base zoning regulations before advancing an application for P&Z Board final approval or denial.
- Staff will discontinue the use of pass/fail metrics that do not appear in the Town Code and will not represent to applicants that compliance with such metrics may increase the likelihood of approval.
- Staff will not use architectural review or building design elements for Appearance Review; associated text in the code indicating such review criteria will not be enforced or considered by staff in making any application recommendation, nor will they suggest to applicants that any related changes may increase the likelihood of approval.
- Staff will provide P&Z Board with the data sheet, inclusive of associated factual summary, as well as analysis of Appearance Review criteria not otherwise precluded by (1) or (2) above – no staff recommendations for approval or denial will be offered. If asked for a recommendation, staff will use base zoning compliance as the determining factor, i.e., a property in compliance with base zoning will receive a recommendation for approval. As the Town Code specifies, final approval or denial authority rests with the P&Z Board.

If not already completed, it is prudent for Len to provide guidance to the P&Z Board reference limitations on using metrics that do not appear in the code as the pass/fail basis for an approval or denial, as well as to make sure they understand limitations on using architectural review/building design elements in their consideration of Appearance Review applications, though I believe this topic has been previously covered with them.

Additionally, while there has been much discussion around whether subjective review is permissible under the law, there's an apparent **disconnect** in that conversation. The issue **is not** whether subjective review is permissible under the law, as it **clearly** is. Of note, I served a community for about 19 years with 162 pages of associated preservation and restoration guidelines, supported by another 241 pages, or so, of Department of the Interior guidelines and acknowledge that there is absolutely no dispute about whether subjective criteria are permissible under the law. The real issue is whether **our version** of subjective review – a version that, as staff have repeatedly advised, lacks clear guidelines/standards, can't consider architectural review or building design elements, and is precluded from using quantitative thresholds for decision

support – complies with the legal standards for **defensible subjective reviews**. A couple significant hallmarks of so subjective review processes include:

Item #5.

- **Clear standards and guidelines.** Specific standards and guidance for their proper consideration, e.g., design manuals or architectural criteria; our framework **lacks** clear standards and guidelines. These are necessary for the regulated public to know the rules/law, as well as for our professional staff and P&Z Board to properly apply them; these standards are rooted in law. Here are a couple examples of clear standards and guidelines from a quick Google search:
 - https://www.coralgables.com/sites/default/files/2023-10/Design-Best-Practices_SFR_2021sm-EK.pdf (68 pages)
 - <https://www.naplesgov.com/media/96081> (48 pages)
- **Administrative consistency.** The clear standards and guidance must be applied fairly and consistently. The Town Council has been advised that staff are unable to achieve this requirement due to the absence of clear standards and guidelines. It seems that the P&Z Board may have experienced this challenge, as well.

When staff indicate that they are not “comfortable” applying the existing language, or that it can’t be administered “consistently,” they are trying to advise you that we don’t have the necessary standards or guidance to apply the words in the code, which are only supported by common definitions and lack clear criteria and guidance. Importantly, Len sought to mitigate – *but not solve* – this issue through his Option 2, which relies upon an empaneled group of experts to make subjective determinations. However, question of our ability to find and retain such professionals on a sustained basis set aside, not even an expert can use architectural review, building design elements, or uncoded pass/fail metrics in considering whether to approve or deny an application. So, one must ask, what sort of experts can decipher how a few words featuring only common definitions – with no standards or guidelines to apply them – translate into a sound basis for approval or denial? I can’t identify what type of expert could do that. To illustrate, Design Review Boards often incorporate architects. If an architect is prohibited from using architectural review or building design elements in their review, what expertise would we have that professional apply to consideration of an application? Instead, staff continue to support Len’s Option 1, augmented by strategies from the staff memorandum that the Town Council supported.

Your professional staff have advised you that Appearance Review (34-116(3)(b)) can’t possibly achieve the necessary legal standards applicable to valid subjective review criteria and processes. Merely expressing confidence in their abilities to do so (when they continue to report the opposite), or suggesting anyone involved in the process should resign or be fired because of an assertion that they are either unwilling or unable to do so, **are not** appropriate responses. Rather, they should be **listened to and worked with to find a better path forward**, one that is informed by an understanding of what is needed for subjective review standards and guidelines to survive legal challenge. To the extent that we are on shaky legal ground, the solution isn’t to ignore the alarm bells in hopes that we will not suffer the consequences. Rather, we have a legal and fiduciary responsibility to help our professional staff and P&Z Board members to succeed, fully recognizing and adhering to the legal boundaries that presently shape the menu of available options.

I’ve always been taught that *if you don’t like the laws, change them. Apart from an action necessary to literally save a life, ignoring them is not an option.* In this case, we are prohibited from changing them to be more restrictive or burdensome. So, if we desire today to be shielded from undesirable development (however that may be *clearly* defined in the future), such regulatory influence is going to need to be cultivated on a voluntary basis. For now, we should be advancing the best available options that respect the law, honor our Oaths of Office, and provide maximum opportunity for positively shaping the contextual fit of single-family homes through voluntary compliance measures, at least until the Town Council may legally consider alternatives that further modify the current development rights of property owners, if that sort of action is desired and supported.

Best,

Rob

Rob Cole

Town Manager
Town of Juno Beach

Desk: 561-656-0322

Item #5.

Cell: 561-777-5945

Email: rcole@juno-beach.fl.us

340 Ocean Drive

Juno Beach, FL 33408

www.juno-beach.fl.us

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

447

Harmony – Tests for Bulk and Mass

Metrics

Is the sq. ft. & FAR within the study area range? (Y or N – go to 2)

Metrics

Are calculations less than double the average? (Yes Approved, No go to test 3)

Metrics

Are calculations within 10-20% of the largest structure? (Y-likely approve, go to 4; No –probable denial go to 4)

Subjective Review

Are Mitigating factors present to compensate such as setbacks, orientation, landscaping, architectural features; more subjective features? (Y - Approval N- Denial)

Harmony – Tests for Scale (height)

Metrics test

Are more than half the structures in the 300' study area the same stories or higher?
(Yes approve or No go to 2)

Metrics test

Are the immediately adjacent structures the same stories or higher? (Yes Approved, No go to test 3)

Metrics test

Is the scale within the allowable limits of 34-268* [everyone gets a second story]? (Y-likely approve, go to 4; No –probable denial)

Subjective Review

Are Mitigating factors present to compensate such as orientation, landscaping, architectural features; step-backs, limits on 2nd floor area?
(Y- Approval, N- Denial)

Single Family Homes Harmony Review 34-116(3)(b)(2)

Bulk & Mass Tests using Comparative analysis

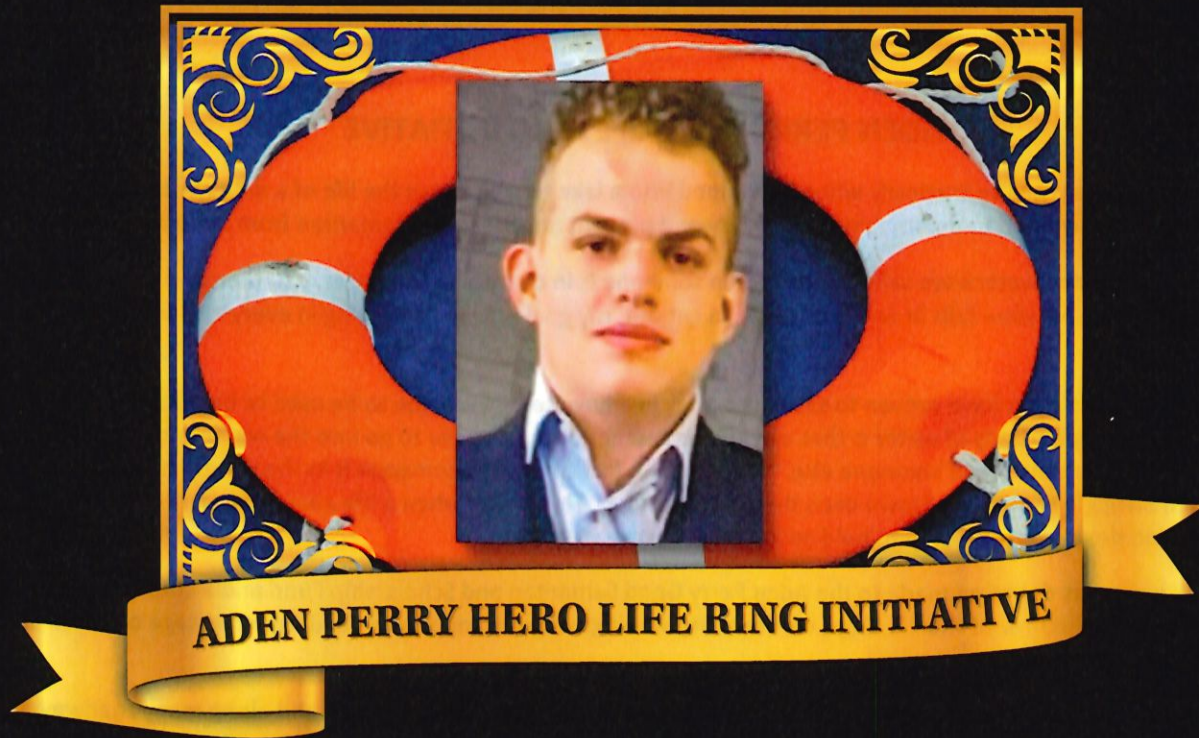
1. Is Sq Ft & FAR within Study Area Range (Y or No - go to 2)
2. Are calculations less than double the average? (Y approved, No go to 3)
3. Are calculations within 10%-20% of the largest structure? (Y – go to 4, No probable denial - go to 4)
4. Are other mitigating factors present to compensate (setbacks, orientation, site planning, architectural features, landscaping) (Y-approval N-denial) [purple boxes more subjective criteria. see, workshop guidance 5-2-25]

Scale Tests for Height/Stories

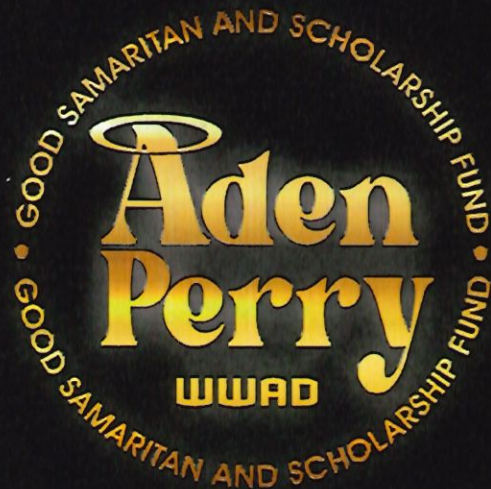
1. Are more than half the structures in the 300' study area the same stories or higher? Y approval, No – go to 2)
2. Are the immediately adjacent structures the same stories or higher (Y approval, No go to 3)
3. Is the scale within allowable limits of 34-268 (Y – go to 4, No denial)*second story allowed in every zoning code
4. Are other mitigating factors present to compensate (setbacks, orientation, site planning, architectural features such as step-backs or 2nd floor limits on area, landscaping,) (Y-approval N-denial) [purple boxes more subjective criteria. see, workshop guidance 5-2-25]

Appearance Review Single Family Homes

- **Problem:** Juno Beach Planning and Zoning Staff is not comfortable making appearance review decisions for Single Family homes which relies on subjective professional judgement
 - **Solution:** Hire professional consultants – architects, landuse planners, other degreed professionals to provide their qualified professional opinions regarding appearance review for Single Family Homes in Juno Beach. Professionals provide written qualified professional opinions to staff who then present to our Planning and Zoning Board of volunteer residents. Pass through the costs to the applicant. Not more stringent or burdensome only a different party making decisions. (no problem with SB 180)
- Appeals:** We can decide that appeals go before Town Council and then to Circuit Court. Currently appeals go directly to Circuit Court.
- **Other suggestions:** (1) Adopt Palm Beach County calculations of square footage, (2) Adopt GIS Scene View for 3-D physical representations, (3) Adopt the Field Guide to American Houses by Virginia Savage McAlester (architectural guidebook)



On a mission to save lives
by installing Aden's Hero Life Rings
in every city and by every body of water.



Helping students on their academic journeys
in honor of Aden.....our Hero and now Angel

ADEN PERRY HERO LIFE RING INITIATIVE

After recently losing my son tragically when he jumped into a lake to try to save the life of a driver who's car went into the lake, I am determined to do anything I can to try and prevent another good samaritan from suffering the same fate.

On a mission to make waterways safer so that when someone is in distress in the water, whether by a car going into a bed of water or if someone falls in and is not able to get out, my goal is to get a life ring in every city and by ever bed of water possible.

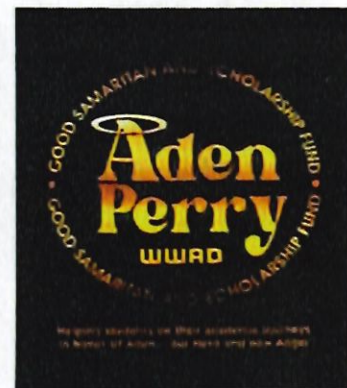
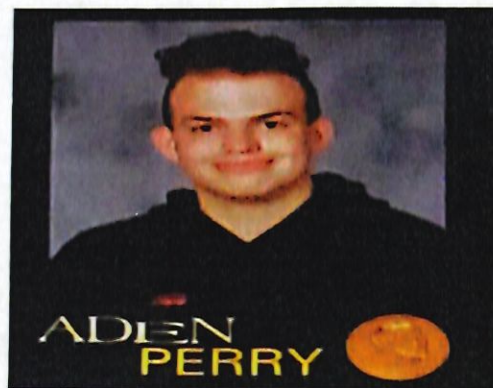
For many years, life rings have proven to save lives, they just have to be available to be used to be effective! The benefit of having a life ring by beds of water is that a would be rescuer does not have to go into the water and put their own life at risk trying to save the life of someone else. It is a known fact that when someone is in the water and panicking, they can in their struggle to survive, drown even the best swimmer. This is why when a life guard does a rescue, they present their flotation device to the victim to hold onto first while rescuing them.

Through a generous donation made to the Aden Perry Good Samaritan and Scholarship Fund and a commitment with Datrex, the Manufacturer of the life rings, we are using life rings with my son's image and hero message on them as a way to help prevent future drownings.

Living in South Florida, we are surrounded with water; in our parks, communities, HOA's and along many roadways. Accidents WILL continue to happen...it's just a matter of when and where the next one will be. There HAS to be something available and ready to be used so that lives can saved.

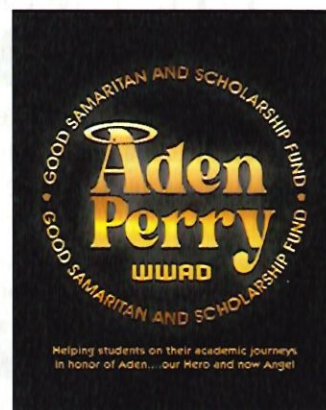
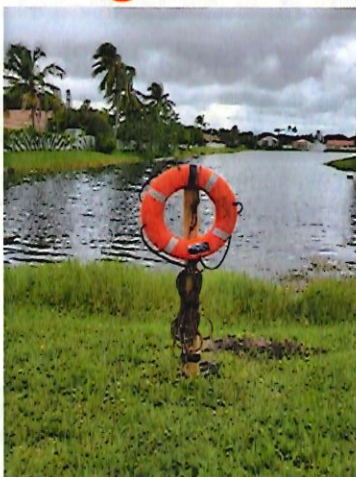
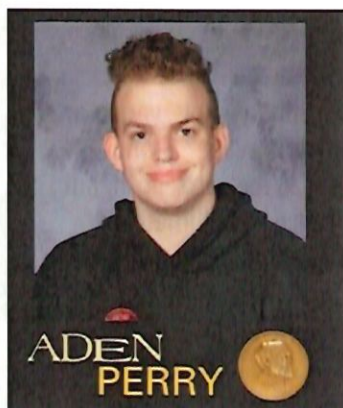
LIFE RINGS are the answer!!! They are easy to install, easy to implement, easy to use and inexpensive!!!

My son died a hero and recently received medal of valors for his actions and most recently Aden was named as a recipient of the Carnegie Hero Award. This is the greatest award a civilian in Northern America can receive. My son was my hero everyday but now is a Hero for everyone to follow his example of selflessness. By other municipalities joining my on my mission, and have our life rings installed by their waterways, together we can save lives in his name and also be Heros!



Aden Perry Good Samaritan and Scholarship Fund

Life Ring Hero Project



Water is everywhere in South Florida!

What can we do to help those who may unintentionally or intentionally end up in a lake or canal? What if they can't swim?

The Life Ring is a proven tool that can turn anyone into a hero!

It's easy to use, easy to access, easy to install for use and inexpensive to implement!

Suggested items needed to install a life ring:

- Life Ring
- Polypropylene rope, minimum of 50' each
- 4 X 6 pressure treated fence post (Placed 2' into the ground)
- 50lb bag of "fast setting" concrete
- Three (3) eye screws
- Two (2) "cooler hooks"
- Three (3) Velcro straps

Our Foundation has an agreement with DATREX, the manufacturing company of the Life Ring to supply the high-quality Coast Guard approved hard plastic life ring with Aden's Hero message on them. They come with a lifetime warranty, and DATREX will extend their drastically reduced price of \$60 to every municipality that joins us in this life saving mission. My goal is to have Life Rings available everywhere and anywhere there is a body of water.... accidents can't be predicted so we must be prepared!

BY INSTALLING LIFE RINGS... WE WILL SAVE LIVES in Honor of Aden Perry, Carnegie Award Recipient

To set up a meeting contact

Sarah Perry, Aden's Mum and President

Aden Perry Good Samaritan and Scholarship Fund

(954) 348-2064

adensmum@comcast.net

In memory of a hero - Aden Spencer Perry

DX024RD 24" RING BUOY IN ORANGE

Item #5.

DX024RD

TYPE

Type IV U.S.C.G. / Canada 24" Ring Buoy

USES

24" Orange lifering buoy with SOLAS retro-reflective tape for installation on commercial fishing vessels, yachts and other boats that are not required to carry the 30" buoys*. USCG and Canadian Coast Guard approvals. * From the CFR 46, Small Passenger Vessels (under 100 gross tons) " A vessel of more than 7.9 meters (26 feet) in length, but not more than 19.8 meters (65 feet), must carry a minimum of one life buoy of not less than 610 millimeters (24 inches) in diameter". " A vessel of more than 19.8 meters (65 feet) in length must carry a minimum of three life buoys of not less than 610 millimeters diameter (24 inches) in diameter.

FEATURES

All Datrex rings are molded from high impact linear low-density polyethylene for superior life expectancy in the most severe environments. The encircling black, floating rope is replaceable.

SPECIFICATIONS

ITEM NO.	DX024RD
USE	Marine safety
SIZE	24" (61 cm)
WEIGHT	6 lbs (2.72 kg)
CLOSED CELL FOAM	Yes
MOLD RESISTANT	Yes
RETRO-REFLECTIVE	Yes
COLOR	Orange
QUANTITY PER CASE	3 per case



Made in the USA

Minimum quantity, 3 rings, price \$60 per ring plus shipping.
Please place orders with Brigitte Goll at (305) 638-8220
or brigitte@datrex.com at Datrex Miami



Aden Spencer Perry
12/11/2001 - 4/19/2022



Aden Perry Good Samaritan and Scholarship Fund

A Hero
is a person of distinguished courage and ability;
ADMIRED *for their brave deeds*
and Noble qualities
in spite of overwhelming obstacles.



---DATREX---



954.320.9903

\$34.50 each



Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: E. Alves, CPA, Finance/HR Director
Item Title: Year to Date (YTD) Financial Statements

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 2026 6

FUND: 01 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
01	10101	GENERAL FUND CHECKING	-26,880.01	-51,015.27
01	10102	PAYROLL CHECKING	-87.50	7,455.91
01	10106	CREDIT CARD ACCOUNT	62,240.66	2,194,975.93
01	10201	PETTY CASH	.00	850.00
01	10410	WELLS FARGO-MM SWEEP	-737,481.20	4,155,579.87
01	10412	MONEY MARKET	7,979.86	2,855,146.85
01	10420	POOLED CASH-STATE BD OF A	2,339.31	722,338.20
01	10421	FL PALM INVESTMENT	1.78	3,364,446.64
01	10424	FMIT-0-2 HQ BOND FUND	146.22	257,975.37
01	10425	FMIT-SHORT TERM BOND	-2,115.37	492,573.54
01	10426	FMIT-INTERMEDIATE TERM BD	-8,814.56	602,119.56
01	10435	CERTIFICATES OF DEPOSIT	.00	1,097,426.71
01	11510	ACCOUNTS RECEIVABLE	10.30	85,895.63
01	11590	AR-RETIREE INSURANCES	.00	-1,025.70
01	13310	DUE FROM OTHER GOV'T UNIT	.00	-7,398.58
01	13501	ACCRUED INTEREST RECEIVABLE	12,893.49	130,595.02
01	15500	PREPAID EXPENSES	10,715.55	18,469.87
TOTAL ASSETS			-679,051.47	15,926,409.55
LIABILITIES				
01	20200	ACCOUNTS PAYABLE	.00	-49,500.70
01	20207	Security Deposits	.00	-9,500.00
01	20210	PENSION PAYABLE-FRS	970.55	-3,051.00
01	20211	RETIRE-GEN. EMP. PAYABLE	.00	-23,658.13
01	20241	125-CAFE.HEALTH INSURANCE	-6,219.12	1,706.24
01	20242	125-CAFE. MEDICAL FSA	-83.34	88,118.84
01	20245	ALLSTATE VOLUNTARY INSURANCE	-45.99	-487.75
01	20247	PIC-VOLUNTARY INSURANCES	.00	66.46
01	20250	125-CAFE. VISION CARE	-.22	105.60
01	20295	PD-TAKE HOME CAR	-930.00	-6,240.00
01	20810	DUE TO PALM BEACH COUNTY	15,910.06	-25,762.91
01	20830	DUE TO STATE-BLDG PERMIT FEES	-2,252.01	-13,111.98
01	21700	WITHHOLDING TAXES	1,649.24	-14,533.67
01	21720	SOCIAL SECURITY TAXES	1,486.17	-20,143.77
01	22300	UNEARNED REVENUE	.00	-5,500.00
TOTAL LIABILITIES			10,485.34	-81,492.77
FUND BALANCE				
01	17100	ESTIMATED REVENUES	.00	10,645,492.00
01	17200	REVENUE CONTROL	-363,942.58	-6,614,450.98
01	24100	APPROPRIATIONS CONTROL	.00	-10,645,492.00
01	24200	EXPENDITURE CONTROL	1,032,508.71	4,841,235.43
01	24300	ENCUMBRANCE CONTROL	-85,686.38	318,840.30
01	24510	BUDGETARY FB RES FOR ENCUMB	85,686.38	-318,840.30
01	28000	NON-SPENDABLE PREPAID ITEMS	.00	-92,968.00
01	28102	RESTRICTED-CAPITAL PROJECTS	.00	-1,626,858.00
01	28115	BUILDING CODE ENFORCEMENT	.00	-2,522,052.00
01	28120	RESTRICTED-LAW ENFORCEMENT	.00	-125,662.00
01	28300	ASSIGNED-SUBSEQUENT YEAR	.00	-1,565,360.00

TOWN OF JUNO BEACH

BALANCE SHEET FOR 2026 6

FUND: 01 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE				
01	28400	UNASSIGNED-FUND BALANCE	.00	-8,138,801.23
		TOTAL FUND BALANCE	668,566.13	-15,844,916.78
		TOTAL LIABILITIES + FUND BALANCE	679,051.47	-15,926,409.55

** END OF REPORT - Generated by Emily Alves **

**TOWN OF JUNO BEACH
MONTH ENDING MARCH 31, 2026**

GENERAL FUND

	Original FISCAL YEAR	Amended FISCAL YEAR	Actual		% To Amended Budget
<u>REVENUES</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>YTD 3/31/26</u>	<u>Difference</u>	
Ad Valorem Taxes	\$4,596,375	\$4,596,375	\$4,216,451	\$379,924	92%
Local Option, Use & Fuel Taxes	58,000	58,000	23,255	34,745	40%
One-Cent Discretionary Surtax	125,000	125,000	98,971	26,029	79%
Utility Services Taxes	1,019,000	1,019,000	534,839	484,161	52%
Local Business Tax	50,000	50,000	16,974	33,026	34%
Building Permits	1,000,000	1,000,000	984,035	15,965	98%
Franchise Fees	100,000	100,000	53,539	46,461	54%
Permits, Fees & Special Assessments	194,000	194,000	158,005	35,996	81%
Grants	337,499	337,499	2,161	335,338	1%
Intergovernmental Revenue	491,500	491,500	224,805	266,695	46%
Charges for Services	17,500	17,500	4,082	13,418	23%
Fines and Forfeitures	16,000	16,000	13,299	2,701	83%
Investment Earnings	500,000	500,000	246,571	253,429	49%
Miscellaneous	120,500	120,500	37,464	83,036	31%
From Contributions-Restricted	100,000	127,000	0	127,000	0%
From One-Cent Surtax-Restricted	569,134	569,134	0	569,134	0%
From Unassigned Fund Balance	<u>1,350,984</u>	<u>1,350,984</u>	<u>0</u>	<u>1,350,984</u>	0%
TOTAL REVENUES	<u>\$10,645,492</u>	<u>\$10,672,492</u>	<u>\$6,614,451</u>	<u>\$4,058,041</u>	62%
EXPENDITURES BY DEPARTMENT					
<u>LEGISLATIVE</u>					
Salaries	\$43,269	\$43,269	\$21,420	\$21,849	50%
Employee Benefits	3,310	3,310	1,639	1,671	50%
Operating Expenses	<u>217,150</u>	<u>217,150</u>	<u>55,160</u>	<u>161,990</u>	25%
TOTAL LEGISLATIVE	263,729	263,729	78,219	185,510	30%
<u>FINANCE & ADMINISTRATION</u>					
Salaries	\$960,438	\$960,438	\$373,505	\$586,933	39%
Employee Benefits	285,895	285,895	121,564	164,331	43%
Professional Fees	366,750	366,750	200,232	166,518	55%
Operating Expenses	266,400	266,400	131,605	134,795	49%
Capital Outlay	<u>610,000</u>	<u>610,000</u>	<u>535,101</u>	<u>74,899</u>	88%
TOTAL FINANCE & ADMINISTRATION	2,489,483	2,489,483	1,362,007	1,127,476	55%

**TOWN OF JUNO BEACH
MONTH ENDING MARCH 31, 2026**

	FISCAL YEAR	FISCAL YEAR	Actual		% To Amended Budget
<u>COMPREHENSIVE PLANNING</u>	<u>2025-2026</u>	<u>2025-2026</u>	<u>YTD 3/31/26</u>	<u>Difference</u>	
Salaries	\$526,960	\$526,960	\$242,299	\$284,661	46%
Employee Benefits	192,236	192,236	73,042	119,194	38%
Professional Fees	929,000	929,000	274,828	654,172	30%
Operating Expenses	76,200	76,200	43,478	32,722	57%
Capital Outlay	<u>98,500</u>	<u>98,500</u>	<u>28,908</u>	69,592	29%
TOTAL COMPREHENSIVE PLANNING	1,822,896	1,822,896	662,554	1,160,342	36%
<u>LAW ENFORCEMENT</u>					
Salaries	\$2,144,204	\$2,144,204	\$976,695	\$1,167,509	46%
Employee Benefits	1,157,641	1,157,641	481,346	676,295	42%
Professional Fees	7,150	7,150	500	6,650	7%
Operating Expenses	425,170	425,170	204,594	220,576	48%
Capital Outlay	<u>196,634</u>	<u>223,634</u>	<u>202,544</u>	21,090	91%
TOTAL LAW ENFORCEMENT	3,930,799	3,957,799	1,865,678	2,092,121	47%
<u>PUBLIC WORKS</u>					
Salaries	\$384,476	\$384,476	\$156,757	\$227,719	41%
Employee Benefits	165,441	165,441	60,518	104,924	37%
Professional Fees	10,000	10,000	6,209	3,791	62%
Operating Expenses	705,854	705,854	242,030	463,824	34%
Capital Outlay	<u>305,814</u>	<u>305,814</u>	<u>53,179</u>	<u>252,635</u>	17%
TOTAL PUBLIC WORKS	1,571,585	1,571,585	518,692	1,052,893	33%
<u>GENERAL GOVERNMENT</u>					
Insurance	\$567,000	\$567,000	\$354,085	\$212,915	62%
Town Debt Service	0	0	0	0	0%
Contingency	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0%
TOTAL GENERAL GOVERNMENT	567,000	567,000	354,085	212,915	62%
TOTAL EXPENDITURES	<u>\$10,645,492</u>	<u>\$10,672,492</u>	<u>\$4,841,235</u>	<u>\$5,831,257</u>	<u>45%</u>
Net Income YTD	<u>\$0</u>	<u>\$0</u>	<u>\$1,773,216</u>		



Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: Emily Alves, CPA Finance/HR Director
Item Title: Discussion on Town Manager Salary Range

DISCUSSION:

The Town Council has engaged Colin Baezinger & Associates to recruit a permanent Town Manager. While the recruitment brochure was being prepared the firm did a salary study and suggested a salary range of \$200,000 to \$250,000.

The town's official salary range for the position is currently \$126,683 to \$223,426.

RECOMMENDATION:

Staff is requesting approval to update the official salary range for Town Manager to \$200,000 to \$250,000.



Meeting Name: Town Council Meeting
Meeting Date: March 25, 2026
Prepared By: Councilmember DD Halpern
Item Title: Discussion on Temporary Sign Code and Sign Code Review

BACKGROUND:

The purpose of this agenda item is to open Council discussion of the Town's Sign Codes and specifically, the code for *Temporary Signs/Banners for Commercial Use*. This agenda item generally seeks to modify our current code for *Temporary Signs/Banners for Commercial Use* and add reasonable flexibility. The goal is to benefit our businesses and business owners, some of whom have expressed that the current Code is too restrictive in frequency and duration of posing signs for things like grand openings and seasonal specials at restaurants.

Town of Juno Beach Code > Division 6 - Signs

Sec. 34-1048. - Purpose and intent.

The intent of this division is to:

- (1) Establish rules and regulations to control and regulate all signs in the town.
- (2) Maintain a high degree of excellence in the quality of all signs, both aesthetically and structurally.
- (3) Prevent the proliferation of signs which cause visual clutter and disharmony; and
- (4) Encourage a rational pattern of signs with regard to the area where such signs are located.

The Town Code > Division 6 > Temporary Sign Code (see attached) specifies the use, location, timing, size, and other aspects of temporary signage for commercial use. Examples of this are restaurant grand opening signs, festival banners, signs advertising seasonal menus/specials, and real estate open house signs.

HISTORY:

2021: In speaking with business owners (particularly restaurant owners), about how our town can help them succeed, they expressed dissatisfaction with our Town's sign codes for Temporary Signs and Banners. The general consensus I heard was that the code is too restrictive, making it challenging to advertise for grand openings, special events, and special seasonal promotions, to name a few. Business owners said they would like added flexibility in the Town's temporary sign codes allowing signs to be posted for a longer duration and for greater frequency throughout the year.

March 2023: I created an agenda item titled, "Discussion on Review of Town of Juno Beach Sign Codes for Temporary Signs and Banners." The item was discussed by the Planning & Zoning Board.

Summer 2025: Town Council hired Chen Moore and Associates to review the Town's sign codes which, according to Town Staff, have not been reviewed since 2006. Due to SB180, All contracted code review was suspended because certain aspects of signage cannot be made more restrictive.

November 2025: I spoke with the owner of Mr. Jingles Christmas Trees (the business that occupied the Christmas Tree lot). He mentioned his disappointment and frustration at not being allowed to hang a temporary "We've Moved" banner on the fence at the Christmas Tree Lot to alert people to the new location of his business.

DISCUSSION:

Council to discussion the Code for Temporary Signs/Banners for Commercial and next steps for addressing the following requests I've heard from business owners:

1) Allow temporary signs to be posted more often throughout the year.

Example: For Fixed Banner Signs for Commercial Buildings or centers, our current code states, *"Banners may be displayed for a maximum period of 45 days at a time, two times per year."*

2) Add amount of time that signs are allowed to be posted.

Example: For Grand Opening Signs, our current code states, *"Signs shall not be displayed for more than 30 days."*

3) Allow the use of temporary "feather signs."

These signs may appear as a flag or pennant and are already used by some businesses for special events, although prohibited in Code Sec. 34-1050. - Prohibited signs.

4) Allow temporary Off-Premises Signs.

The purpose is to allow former business owners to alert customers to a new business location and/or convey a message to customers. Off-Premises signs are defined as signs unrelated to the property upon which it is being displayed. At Town Council's December 3 pre-meeting workshop, I received consensus to have Town Staff work with our Town Attorney to find a solution that would allow businesses that move out of Juno Beach or to another location within the Town, to post a temporary "We've Moved" sign/banner at their former location within our town.

5) Create flexibility in location and duration of placement for Realtor Open House Signs.

Realtors have said our temporary sign code too restrictive, as it sets limits on the number of signs, location, and hours that Open House signs are allowed.

Example: The current Code states, "Open house signs are limited to Saturdays, Sundays and legal holidays between the hours of 10:00 a.m. and 4:00 p.m. which are generally in use for just a few hours." As such, Realtors cannot place Open House Signs Monday through Friday, and cannot place signs before 10:00, which is restrictive.

RECOMMENDATION:

Council consensus to have Town Staff and/or the code review consultant, Chen Moore & Associates (CMA), review our Temporary Sign Code and propose suggestions for more flexible common-sense codes to help our businesses successfully advertise and communicate with customers. This will economically support our businesses. Many businesses are family-owned and sole-proprietorships, and I believe we can find a way to better meet their advertising needs while maintaining an appropriate aesthetic standard for Juno Beach.

NOTE: This agenda item is not to suggest creating a carnival atmosphere or "sign-pollution."

The purpose is to support Juno Beach business owners, particularly with signage for grand openings and special promotions needed to attract customers. The goal is to help existing and new businesses be successful in our town.

Sec. 34-1050. Prohibited signs.

The following signs shall be prohibited:

- (1) Any sign, other than an official sign, within the right-of-way lines of any street or public way.
- (2) Flashing, animated, emitting, reflectorized, glowing, radiating, moving signs (e.g., revolving signs).
- (3) Banner signs in all zoning districts, except the CG commercial general, medical commercial (MC) and CO commercial office zoning districts (see section 34-1051(12) for restrictions). Ornamental signs are regulated separately (see section 34-1055 for restrictions).
- (4) Off-premises signs (signs unrelated to the property upon which it is being displayed). Such signs do not further the town's goal for an aesthetically valuable environment, nor do they contribute to a safe environment. They may visually clutter highly traveled areas for vehicular, pedestrian and bicycle traffic and can contribute to unsafe travel conditions. They are, therefore, prohibited within the town.
- (5) Searchlights.
- (6) Changeable copy signs, except:
 - a. Public, charitable, and religious signs;
 - b. Fuel service station price signs;
 - c. Theater signs;
 - d. Permanent special event signs; and
 - e. Temporary special event message area on a freestanding identification sign (as provided for herein).
- (7) Portable, folding, and similar movable signs (e.g., A-frame or sandwich board signs).
- (8) Flags (other than corporate flags for commercial uses and properly flown governmental flags for all uses, provided such flags do not exceed three per property), streamers, balloons, other air or gas-filled feature, pennants, streamers, wind-driven whirligigs, propellers or other devices.
- (9) Bench signs and bench shelter signs, except for those provided by the town for public use in public areas.
- (10) Any sign not provided for in this section, including, but not limited to, the background area such as an awning, canopy, or fixed ornamental banner, which becomes unsightly, unsafe, faded in color, or in need of repair.
- (11) Roof signs.
- (12) Painted wall signs.
- (13) Vehicles used for advertising purposes.
 - a. Any sign displayed on an automobile, truck, or other motorized vehicle when that vehicle is used primarily for the purpose of such advertising display. Motor vehicles used solely for sign purposes or advertising purposes are prohibited. No person shall park any motor vehicle in a location visible from a public right-of-way, which has attached thereto or located thereon any sign, for the basic purpose of advertising products or directing people to a business or activity located on the same or nearby property or any other premises. This section is not intended to prohibit any form of informational vehicular signage which is limited to the name of a business, address, phone number, and products offered; provided that such sign is either painted on or attached by magnetic strips or bolts or other form of adhesive to the side of the vehicle. Such signage,

however, shall not protrude from or above the exterior surface (front, back, side, roof, trunk, or truck bed) of the vehicle greater than one-half inch nor have a directional arrow as part of the message.

- b. This provision shall not apply to licensed taxicabs, the shortterm use of political campaign signs, nor temporary signs placed on vehicles when making a delivery and removed when parked at business location. This provision shall also not apply to any vehicle owned or operated by an individual, business, or other entity residing outside of the town, which is just passing through or temporarily serving or visiting any individual, business, or place in town.
 - c. Nonmotorized vehicular signs or sign structures attached or affixed in any manner on or to any nonmotorized wheeled vehicle are expressly prohibited in any zoning district.
- (14) Billboard/off-premises signs.
 - (15) Signs painted on, attached to or supported by a tree, utility pole, or other similar object.
 - (16) Representational signs, permanent or temporary, such as beer cans or bottles, oil cans, soft drink cans or bottles, animals, or other similar device indicating a product.
 - (17) Translucent awnings.
 - (18) Permanent or temporary nuisance signs which utilize or incorporate such words as "stop," "look," "danger," etc.
 - (19) Flashing or moving neon signs; however, nonmoving, nonflashing neon signs are permitted.
 - (20) Signs made with fluorescent materials or paint, including both temporary and permanent signs.
 - (21) Any abandoned signs or supporting structures, and signs displayed on property containing a discontinued or abandoned project. Such signs may include those which represent approved developments or projects where work associated with an approved permit has discontinued for a period of at least 60 days; or is deemed abandoned or discontinued by the town.

(Ord. No. 207, § 5.63, 8-8-1979; Ord. No. 309, 10-8-1986; Ord. No. 377, 10-18-1989; Ord. No. 389, 5-16-1990; Ord. No. 416, 9-25-1991; Ord. No. 421, 2-19-1992; Ord. No. 450, 5-11-1994; Ord. No. 454, 11-16-1994; Ord. No. 469, 5-10-1995; Ord. No. 476, 12-13-1995; Ord. No. 489, 12-11-1996; Ord. No. 491, 2-12-1997; Ord. No. 512, 7-28-1999; Ord. No. 538, 4-25-2001; Ord. No. 668, § 5, 5-28-2014)

Sec. 34-4. Definitions.

Sign, off-premises, means a sign used to advertise a business conducted, services available or rendered, or goods produced, which are not located on the site where the sign has been erected and/or displayed.

Sec. 34-1055. Signs permitted by use.

(b) *Temporary signs for commercial uses.* The following temporary signs for commercial uses are permitted:

(1) *Grand opening sign.*

- a. Number: one sign per street frontage, not to exceed two per property.
- b. Maximum sign area: 20 square feet per sign face.
- c. Maximum height: eight feet.
- d. Minimum setbacks: ten feet from all property lines.
- e. Sign copy limits: Sign shall be displayed in accordance with article IV, division 9 of this chapter.
- f. Other limitations: signs shall not be displayed for more than 30 days.

(2) *Construction and real estate signs.*

- a. Number: one sign per street frontage, not to exceed two signs per property.
- b. Maximum sign area: 20 square feet per sign face.
- c. Maximum height: eight feet.
- d. Minimum setbacks: ten feet from all property lines.
- e. Sign copy limits:
 - 1. Construction signs, name of development, picture or rendering of completed project, name of project, developer, contractor, architect and contractor for construction project proposed or underway on the site;
 - 2. Real estate signs, name, logo and phone number of realtor, owner, or developer, property description, price, and whether the property is for sale or lease.
- f. Other limitations:
 - 1. Construction signs shall not be erected until a valid building permit for the work has been issued by the town, and shall be removed within 15 days of receiving a certificate of occupancy or abandonment of project;
 - 2. Real estate signs may be erected upon the availability of a property for sale or lease and shall be removed upon the sale or lease of the premises. For existing retail centers with freestanding identification signs used in part for special events, the leasing or sale message must be placed in the 30 percent area of the sign permitted for special events.

(3) *Fixed banner signs for commercial building or center.*

- a. Number: one sign per business or center.
- b. Maximum sign area: 20 square feet.
- c. Maximum height: 24 feet.
- d. Minimum setbacks: See subsection (b)(3)e of this section.
- e. Sign copy limits: Banners must be hung vertically and at a maximum dimension of 31 inches wide and 94 inches high. Banner must be a minimum eight feet above surface of a walkway. No more than 50 percent of the banner may contain a message or logo. The message may only display the name and logo of the building or retail center and/or a special event.

- f. Other limitations: Banners may be displayed for a maximum period of 45 days at a time, two times per year.

(Ord. No. 207, §§ 5.68—5.68.6, 8-8-1979; Ord. No. 258, 10-13-1982; Ord. No. 309, 10-8-1986; Ord. No. 389, 5-16-1990; Ord. No. 421, 2-19-1992; Ord. No. 426, 8-12-1992; Ord. No. 450, 5-11-1994; Ord. No. 454, 11-16-1994; Ord. No. 469, 5-10-1995; Ord. No. 476, 12-13-1995; Ord. No. 489, 12-11-1996; Ord. No. 491, 2-12-1997; Ord. No. 512, 7-28-1999; Ord. No. 538, 4-25-2001; Ord. No. 593, § 5.68.4, 6-14-2006)

MEMORANDUM

TO: Town Council; and Joseph F. Lo Bello, Town Manager

FROM: Mayor DD Halpern

DATE: March 15, 2023

SUBJECT: Discussion on Review of Town of Juno Beach Sign Codes for Temporary Signs and Banners

BACKGROUND

Several business owners have expressed to me their dissatisfaction with the Town's sign codes regarding temporary signs, saying the code is too restrictive which makes it challenging to advertise their business and be financially stable in Juno Beach.

Businesses with storefronts that are set back and not visible from the road and businesses whose name isn't listed on a plaza's marquis are in need of ways to let the public know they are in the plaza.

Business owners would like some added flexibility regarding the Town's temporary sign codes, including more frequency and duration for the use of signs, and to allow the use of "feather signs," which are currently prohibited.

Additionally, Realtors have found our temporary sign code restrictive, as it sets limits on the number and location of Open House signs. Open House signs are generally in use for less than four hours in a day. Open House signs are needed to provide driving direction and help guide home-shoppers to the house location. While many people rely on GPS to locate an address, Open House signs also inform passers-by who may be interested in seeing the property. Several signs are needed to accomplish this. I trust the professionalism of Realtors and their ability to remove their open house signs at the end of the open house. These signs are not cheap, and Realtors are generally diligent in removing signs because they need to re-use them.

While I **do not** support creating a carnival atmosphere or "sign-pollution," I believe it's important to support our small businesses and help them be successful in our town.

Lack of support for our businesses would hurt their ability to do business here, resulting in plaza vacancies which would not only cause a loss of revenue for our town, but a loss in the goods and services we provide as a Town.

A common-sense approach to sign codes can assist our businesses in being more economically sustainable. Many of our businesses are family-owned and sole-proprietorships, and I believe we can find a way to meet their signage needs while maintaining an appropriate aesthetic standard for our Town.



RECOMMENDATION

I would like to get Council consensus to:

- 1) Ease the codes regarding temporary signs and banners for businesses.
- 2) Ease the codes regarding real estate open house signs.
- 3) Allow “feather signs,” which are currently restricted.



AGENDA ITEM

Meeting Name: Town Council Meeting
Meeting Date: April 22, 2026
Prepared By: DD Halpern, Vice Mayor Pro Tem
Item Title: Discussion on Reopening the Charter Review

DISCUSSION:

At the March 25 Town Council meeting, Vice Mayor Pro Tem Halpern requested consensus to reopen the review of the Town Charter. Mayor Santilli, Vice Mayor Davis, Vice Mayor Pro Tem Halpern, and Councilmember Fraser gave consensus to include this as a discussion item on the next agenda.

1. Charter Review Timeline:

- Month 1: Council establishes the Charter Review Committee and the Committee Member selection process.
- Month 1–2: Staff, Committee members, and the Town Attorney review the current Charter and draft proposed amendments.
- Month 2–3: Committee finalizes recommended changes and submits ordinances to the Council for consideration.

2. Ordinance Preparation and First Reading

- Month 3–4: Town Attorney prepares the ordinance(s) incorporating the proposed Charter amendments.
- Council Meeting 1: Conduct first reading of the ordinance(s). (Public notice required per Florida Statutes, usually 15–30 days before second reading).

3. Second Reading / Adoption

- Council Meeting 2: Conduct second reading of the ordinance(s) and adopt the final version. (Public notice required per Florida Statutes, usually 15–30 days before second reading).

4. Submission of Ballot Language

- Immediately following adoption: Town Attorney Prepares the final ballot language.
- Deadline: Submit the ballot language to the Supervisor of Elections by their statutory deadline (often 90 days before the election in Florida, which would be Wednesday, December 9, 2026, unless otherwise stated by the Supervisor of Elections).

RECOMMENDATION:

Each Council member is invited to submit proposed Charter amendments to be discussed and considered by the Town Council and the Charter Review Committee.

ATTACHMENTS:

- 1) Town of Juno Beach Charter;
- 2) Proposed Charter sections for review; and
- 3) Town Attorney's Memorandum: Commencement of term and Assumption of Office Following Elections.

PART I - CHARTER

Item #9.

Footnotes:

--- (1) ---

Editor's note— Part I contains the Charter of the Town as proposed by Ordinance No. 474, enacted November 29, 1995, and as approved at referendum held March 12, 1996. Formerly, Part I contained the Charter of the Town as enacted by Ord. No. 280, enacted March 6, 1985, and approved at referendum on March 12, 1985, as amended by Ord. No. 430, enacted October 28, 1992. Subsequent amendments will be worked into their proper places and amended or repealed provisions deleted. Subsequent amendments will be reflected by history notes enclosed in parentheses following the sections affected. The absence of such a history note indicates that the provision has not been amended, and is as originally enacted in 1996. The editors have added words and phrases in brackets where desirable to clarify meaning or facilitate use. Any bracketed catchlines or material included by the editor for clarity were not part of the Charter as approved.

State Law reference— Municipal Home Rule Powers Act, F.S. ch. 166.

ARTICLE I. - CORPORATE NAME

[Sec. 1. - Name of municipality.]

The municipality hereby established shall be known as the "Town of Juno Beach."

ARTICLE II. - TERRITORIAL BOUNDARIES

Footnotes:

--- (2) ---

State Law reference— Municipal annexation and contraction, F.S. ch. 171.

[Sec. 1. - Established.]

The corporate boundaries of the town shall remain fixed and established as they exist on the date this Charter takes effect, provided that the town shall have the power to change its boundaries in the manner prescribed by law. The official legal description of the town shall be maintained by the town clerk.

ARTICLE III. - LEGISLATIVE

Sec. 1. - Form of government; town council; power and composition; qualification; residency.

(a) The town shall operate under the council-manager form of government, as provided herein.

There shall be a town council vested with all legislative powers. The town council shall consist of five (5) members; one of whom shall be the mayor and four of whom shall be councilmembers.

- (b) Only electors of the town who have been continuous residents for at least one (1) year immediately preceding the date of filing of their notice of candidacy shall be eligible to hold the office of mayor or councilmember. All candidates for mayor or councilmember shall submit an affidavit prior to qualification for office demonstrating that they meet the residency requirement. As used in this section and for the purpose of completing the affidavit, "residency" shall require: a place of abode within the town where the prospective candidate actually lives. Additionally, the affidavit shall state that the candidate is registered to vote at the candidate's place of abode at the time of qualification. No elector shall qualify for the office of mayor or councilmember if he or she has been convicted or pled nolo contendere to any felony or has been convicted or pled nolo contendere to any crime of fraud or dishonesty including, by way of example, larceny, theft, burglary, forgery, perjury, or embezzlement.
- (c) The town council adopts policies and appropriates town funds through its budgetary responsibilities, and its members have fiduciary responsibilities as trustees of public funds.

(Ord. No. 635, § 2, 5-12-2010; Res. No. 2023-03, election of 3-14-23; Charter Amend. of 03-22-2023; Ord. No. 773, § 2, 11-15-2023; Ord. No. 777, § 2, 11-15-2023)

Sec. 2. - Election and terms.

On a date established by ordinance of the town, a general election shall be held in each year to elect members of the town council. The selection of members of the town council shall be by seats to be known as seats 1, 2, 3, 4 and 5. Commencing with the 2011 general election and continuing thereafter, the councilmembers in seats 1 and 3 shall serve a term of three (3) years. The councilmember in seat 5 shall continue to serve a term of two (2) years. Commencing with the 2012 general election and continuing thereafter, the councilmembers in seats 2 and 4 shall serve a term of three (3) years. Commencing with the 2013 general election and continuing thereafter, the councilmember in seat 5 shall serve a term of three (3) years. Commencing with the 2024 general election and continuing thereafter, councilmember seat 2 shall be redesignated as the seat of "mayor" which shall then and thereafter be an elected office with a two (2) year term. The term of office of the mayor and of a councilmember shall commence upon election and qualification and shall continue until a successor is elected and qualified.

(Ord. No. 637, § 2, 5-12-2010; Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Sec. 3. - Mayor.

The mayor shall preside at meetings of the council, shall be recognized as head of town government for all ceremonial purposes, by the governor for purposes of military law, for service of process, execution of deeds and as the town official designated to represent the town in all agreements with other governmental entities or certifications to other governmental entities. The mayor shall have no administrative duties except as required to carry out the responsibilities herein.

(Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Item #9.

Sec. 4. - Annual council officer appointments.

The council shall elect from among its members a vice mayor, and a vice mayor pro tem to serve at the pleasure of the council, Election of the vice mayor and vice mayor pro tem shall be done annually at the first council meeting after the town election. The vice mayor shall act as mayor during the absence or disability of the mayor. The vice mayor pro tem shall preside over council meetings in the absence of the mayor and the vice mayor.

(Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Sec. 5. - Compensation and expenses.

The council may determine the annual salary of the mayor and of council members by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of the mayor or councilmembers elected at the next regular election.

(Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Sec. 6. - Vacancies; forfeiture of office; filling of vacancies.

- (a) *Vacancies.* The office of mayor or of a councilmember shall become vacant upon death, resignation, or removal from office in any manner authorized by law of such mayor or councilmember or if such mayor or councilmember ceases to be an elector of the town or ceases to meet the requirements for candidacy set forth in section 1(b) of this article as determined by the remaining members of the council.
- (b) *Filling of vacancies.* If there is a vacancy on the council, including both the office of mayor or any councilmember seat, the council by a majority vote of the remaining members may choose a successor mayor or councilmember as applicable, to serve until the next regular town election at which time an election shall be held regardless of whether an election of the seats in which the vacancy occurred is scheduled. If the election for the seats in which the vacancy occurred is not scheduled, the election for those seats shall be for the remainder of the term of the seat or seats in which the vacancy occurred. Any elector seeking appointment to the council including both the office of mayor or any councilmember seat, shall meet all of the requirements for election set forth in section 1(b) above and shall complete and submit the required affidavit and ethics commission form 1. The council shall consider such documentation when choosing a successor.
- (c) *Extraordinary vacancies.* In the event that there is a vacancy in all five (5) seats of the council, the governor is authorized to appoint an interim council, such interim council to serve until the next regularly scheduled election. If the governor does not appoint an interim council within sixty (60)

days, the town manager shall schedule a special election at the earliest practicable date.

(Ord. No. 731, § 2, 11-17-2020; Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023; Ord. No. 777, § 2, 11-15-2023)

State Law reference— Mandate for establishing procedure for filling vacancies, F.S. § 166.031(6).

Sec. 7. - Council appointed officials.

The council shall appoint a town attorney. The council shall have the power to employ and retain other professional advisors and consultants.

(Ord. No. 732, § 2, 11-17-2020; Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Sec. 8. - Procedure.

- (a) *Meetings.* The council shall meet regularly at least once in every month at such times and places as the council may prescribe. 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, upon no less than twenty-four (24) hours' notice to each member and the public.
- (b) *Rules.* The council shall determine its own rules and order of business.
- (c) *Voting.* Voting on ordinances and resolutions shall be recorded. A majority of the council shall constitute a quorum; a smaller number may adjourn from time to time and may compel the attendance of absent members in the manner and subject to penalties prescribed by rules of the council. No action of the council, except as otherwise provided in this charter, shall be valid or binding unless adopted by the affirmative vote of the majority of the quorum present. Notwithstanding the foregoing, no ordinance shall be adopted unless by the affirmative vote of at least three (3) councilmembers. In all matters coming before the council for a vote, the mayor shall have the same authority, powers and privileges as all other councilmembers.
- (d) *Environmentally sensitive land.* No change to the land use classification or zoning designation of environmentally sensitive land shall be adopted unless by the unanimous vote of all five (5) councilmembers.
- (e) *Police department.* No contract or interlocal agreement shall be entered into between the town and a third-party whereby that party assumes the management of or performs the duties and responsibilities of the police department unless the proposed agreement is approved by the affirmative vote of four (4) councilmembers and by a majority of the town electors who vote in a referendum election conducted in accordance with all legal requirements.
- (f) *Land development regulations.* Any amendment to the town's land development regulations that increases the permitted height or density within any zoning district shall require an affirmative vote of all five (5) councilmembers.

(g) *Variances*. Any order granting a variance to the permitted height within any zoning district shall require an affirmative vote of all five (5) councilmembers.

(Ord. No. 578, § 2, 12-29-2004; Ord. No. 732, § 2, 11-17-2020; Ord. No. 733, § 2, 11-17-2020; Ord. No. 734, § 2, 11-17-2020; Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023; Ord. No. 774, § 2, 11-15-2023; Ord. No. 775, § 2, 11-15-2023)

State Law reference— Procedures for adoption of ordinances and resolutions, F.S. § 166.041; public meetings and records, F.S. § 286.011.

ARTICLE IV. - ADMINISTRATIVE

Sec. 1. - Town manager.

There shall be a town manager who shall be the chief executive officer of the municipal corporation. The manager shall be responsible to the council for the administration of all town affairs placed in their charge by or under this charter.

Sec. 2. - Appointment; removal; compensation.

(a) *Appointment*. The council shall appoint a town manager by a majority vote of the mayor and all the council members.

(b) *Removal*. The council may remove the manager by a majority vote of the mayor and all the councilmembers and the manager shall hold office at the pleasure of the council.

(c) *Compensation*. The compensation of the manager shall be fixed by the council.

(Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Sec. 3. - Acting town manager.

By written notification to the town council, the manager shall designate a qualified town executive officer to exercise the powers and perform the duties of manager during his or her temporary absence or disability. During absence or disability, the council may revoke such designation at any time and appoint another officer of the town to serve until the manager shall return or such disability shall cease.

(Ord. No. 735, § 2, 11-17-2020)

Sec. 5 [4]. - Powers and duties of the town manager.

The town manager shall:

(a)

Appoint, suspend or remove all town employees. The town manager may authorize any administrative officer who is subject to his or her direction and supervision to exercise these powers with respect to subordinates in that officer's department, or office;

- (b) Establish and supervise the administration of all departments and offices of the town, except as otherwise provided by this charter or by law;
- (c) Attend all council meetings and shall have the right to take part in discussion, but may not vote;
- (d) See that all laws, provisions of this charter and acts of the council, subject to enforcement by the town manager or by officers subject to the town manager's direction and supervision are faithfully executed;
- (e) Prepare and submit the annual budget, budget message and capital improvements program to the council;
- (f) Submit to the council and make available to the public a complete report on the finances of the town as of the end of each fiscal year.
- (g) Make such other reports as the council may require concerning the operations of town departments and offices;
- (h) Keep the council fully advised as to the financial condition and future needs of the town and make such recommendation to the council concerning the affairs of the town as is deemed advisable;
- (i) Sign contracts on behalf of the town;
- (j) Perform such other duties as are specified in this charter or may be required by the council.

Sec. 7 [5]. - Town clerk.

There shall be a town clerk appointed by the town manager who shall be responsible to the council for the proper administration of all affairs of the town coming under his or her control and to that end the powers and duties of the town clerk are and shall be:

- (a) To attend all official meetings of the council in person or by deputy and keep minutes of its proceedings which, after being approved, shall be recorded in a well bound book and signed by the town clerk.
- (b) To be the custodian of the town seal and of all records and papers of a general or permanent character pertaining to the affairs of the municipality.
- (c) To attest all executory contracts made on behalf of the town as evidence of the authorization of such contracts by the council or town manager; and no executory contracts made on behalf of the town or to which the town is a party shall be valid unless attested by the town clerk or his or her designee.

(d) To preserve, file and index all contracts to which the town is a party.

(Ord. No. 579, § 2, 12-29-2004; Ord. No. 735, § 2, 11-17-2020)

Sec. 7 [6]. - Prohibitions.

- (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 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 council members 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.

ARTICLE V. - QUALIFICATION AND ELECTIONS

Footnotes:

--- (3) ---

State Law reference— *Florida Election Code, F.S. ch. 97 et seq.*

Sec. 1. - Non-partisan election.

All qualifications and elections for the office of mayor and town council member shall be conducted on a non-partisan basis without regard for or designation of political party affiliation of any nominee on any nomination petition or ballot.

(Res. No. 2023-03, election of 3-14-2023; Charter Amend. of 03-22-2023)

Sec. 2. - Qualifications.

Candidates for the office of mayor and town council member shall qualify for such office by the filing of a written notice of candidacy with the town clerk at such time and in such manner as may be provided by law.

Sec. 3. - Form of ballots.

- (a) *Candidates.* The council by resolution shall prescribe the form of ballot including the method for listing candidates for town council elections and any other town election unless the form of a ballot is prescribed by state law.
- (b) *Charter amendments.* Whenever a charter amendment is to be voted on by the town, the amendment shall be placed on that portion of the ballot following the candidates for town council, if any. The substance of such amendment shall be printed in clear and unambiguous language on the ballot and followed by the word "yes" and also by the word "no." The proposed amendment shall be styled in such a manner that a "yes" vote will indicate approval of the proposal and a "no" vote will indicate rejection. The wording of the substance of the amendment and the ballot title to appear on the ballot shall be embodied in the town ordinance approving such amendment to be placed before the voters. In accordance with Florida law, the substance of the amendment shall be an explanatory statement of the chief purpose of the measure. The ballot title shall consist of a caption by which the measure is commonly referred to or spoken of.

(Ord. No. 580, § 2, 1-12-2005)

Sec. 4. - General and run-off election.

Whenever a general or a special election is held to fill any elective office in the town, the candidate receiving a majority of the votes cast at such election to fill such office shall be declared to be duly elected; provided that in the event no candidate for a particular elective office shall receive a majority of the votes cast at such election to fill such office, then a run-off election shall be held on such date as is provided by ordinance of the town; provided further that in such event only the names of the two (2) candidates having received the greatest number of votes in the election for such office shall be submitted to the voters and the one receiving the majority number of votes in such run-off election shall be declared to be duly elected to such office; provided further, that should two (2) or more candidates receive an equal number of votes to any such office, so that it cannot be determined which two (2) had received the greatest and the next greatest number of votes, then the names of all such candidates shall be submitted at the run-off election and the candidate receiving the greatest number of votes at such election shall be declared elected to such office, regardless of whether such candidate received a majority of the votes cast to fill such office at such run-off election.

Sec. 5. - Unopposed candidate: vacancies in candidacy.

- (a) In the event only one person qualifies as a candidate for a designated seat on the town council to be filled at an election, that seat shall not be listed on the regular town election ballot. In the event a vacancy in candidacy caused by death, withdrawal or removal from the ballot leaves only one remaining qualified candidate, that candidate shall be treated in the same manner as an unopposed candidate. Each unopposed candidate shall be deemed to have voted for him or herself and thereafter declared to be duly elected to such office.
- (b) If the death, withdrawal or removal from the ballot of a qualified candidate occurs after the close of the qualification period leaving no candidates for an open seat with at least twenty (20) days remaining before the election, the qualifying period for that seat shall be reopened for a period of five (5) business days following the date the vacancy occurs and all qualified candidates registering during that period shall be placed on the ballot. The town clerk shall advertise the reopening of the qualification period.
- (c) If the death, withdrawal or removal from the ballot of a qualified candidate occurs after the close of the qualification leaving no candidates for an open seat with less than twenty (20) days remaining before the election, the election for such office shall be delayed for at least thirty (30) and no more than forty-five (45) days at which time the general election for that office shall take place. The town clerk shall advertise notice of the rescheduling of the election and the reopening of the qualifying period. Qualifying shall be reopened for a period of at least ten (10) business days.

(Ord. No. 580, § 2, 1-12-2005)

State Law reference— Mandate for establishing procedure for filling vacancies in candidacy, F.S. § 166.031(6).

Sec. 6. - Recall.

The qualified voters of the town shall have the power to recall and remove from office any elected official of the town as provided by general law.

State Law reference— Recall of members of governing body, F.S. § 100.361.

ARTICLE VI. - INITIATIVE AND REFERENDUM

[Sec. 1. - Procedures for initiative and referendum.]

(a) *General provisions.*

(1)

Initiative. Electors of the town shall have power to propose ordinances to the council and, if the council fails to adopt an ordinance so proposed without any change in substance, to adopt or reject it at a town election, provided that such power shall not extend to the budget or capital improvements program or any ordinance relating to appropriation of money, levy of taxes, salaries of town officers or employees, annexation of property, the rezoning of property, or the town's adopted comprehensive plan.

(2) *Referendum.* Electors of the town shall have power to require reconsideration by the council of any adopted ordinance and if the council fails to repeal an ordinance so reconsidered, to approve or reject it at a town election, provided that such power shall not extend to the budget or capital improvements program or any emergency ordinance or ordinance relating to the appropriation of money, levy of taxes, salaries of town officers or employees, annexation of property, the rezoning of property, or the town's adopted comprehensive plan.

(b) *Commencement of proceedings.* Any five (5) electors of the town may commence initiative or referendum proceedings by filing with the town clerk an affidavit stating they will constitute the petitioners committee and be responsible for circulating the petition and filing it in proper form, stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the proposed initiative ordinance or citing the ordinance sought [to] be reconsidered.

Promptly after the affidavit of the petitioners committee is filed, the town clerk shall, at the committee's request, issue the appropriate petition blanks to the petitioners committee at the committee's expense.

(c) *Petitions.*

(1) *Number of signatures.* Initiative and referendum petitions must be signed by electors of the town equal in number to at least fifteen (15) percent of the total number of electors registered to vote at the last regular town election.

(2) *Form and content.* All papers of a petition shall be uniform in size and style and shall be assembled as one instrument for filing. Each signature shall be executed in ink or indelible pencil and shall be followed by the address of the person signing. Petitions shall contain or have attached thereto throughout their circulation the full text of the ordinance proposed or sought to be reconsidered.

(3) *Affidavit of circulator.* Each paper of a petition shall have attached to it when filed an affidavit executed by the circulator thereof stating that the circulator personally circulated the paper, the number of signatures thereon, that all the signatures were affixed in the circulator's presence, and that the circulator believes them to be the genuine signature of the persons whose names they purport to be and that each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered.

(4) *Time for filing referendum petitions.* Referendum petitions must be filed within thirty (30) days after adoption by the council of the ordinance sought to be reconsidered.

(d) *Procedure for filing.*

- (1) *Certificate of clerk; amendment.* Within twenty (20) days after the initiative or referendum petition is filed the town clerk shall complete a certificate as to its sufficiency, specify if it is insufficient, the particulars wherein it is defective and shall promptly send a copy of the certificate to the petitioners committee by registered mail. Grounds for insufficiency are only those specified in subsection (c). If the petitioners committee does not request council review under subsection (2) of this section within the time required, the clerk's certificate shall be a final determination as to the sufficiency of the petition.
- (2) *Council review.* If a petition has been certified insufficient the committee may, within two (2) days after receiving the copy of such certificate, file a request that it be reviewed by the council. The council shall review the certificate within thirty (30) days of the filing of such request and approve or disapprove it, and the council's determination shall then be a final determination as to the sufficiency of the petition.

(e) *Referendum petitions.* When a referendum petition is filed with the town clerk the ordinance sought to be reconsidered shall remain in effect until:

- (1) The council repeals the ordinance, or;
- (2) A vote of the town's qualified electors repealing the ordinance has been certified.

(f) *Action on petitions.*

- (1) *Action by council.* When an initiative or referendum petition has finally been determined sufficient, the council shall consider the proposed initiative ordinance or reconsider the referred ordinance by voting its repeal. If the council fails to adopt a proposed initiative ordinance without any change in substance or fails to repeal the referred ordinance within sixty (60) days, a vote of the town's qualified electors on a proposed or referred ordinance shall be held.
- (2) *Submission to voters.* The election shall be held not less than ninety (90) days and not later than one hundred twenty (120) days from the date that the petition was determined sufficient. If no regular town election is scheduled to be held within the period described in this subsection, the council shall provide for a special election, within the described period. Copies of the proposed or referred ordinance shall be made available at the polls.
- (3) *Withdrawals of petitions.* An initiative or referendum petition may be withdrawn at any time prior to the fifteenth day preceding the day scheduled for a vote of the town by filing with the town clerk or other official designated by the council a request for withdrawal signed by at least four (4) members of the petitioners committee. Upon the filing of such request the petition shall have no further force or effect and all proceedings thereon shall be terminated.

(g) *Results of election.*

- (1)

Initiative. If a majority of the qualified electors voting on a proposed initiative ordinance vote in its favor, the ordinance shall be considered adopted upon certification of the election results and shall be treated in all respects in the same manner as ordinances of the same kind adopted by the council; provided, however that the council may amend or repeal an ordinance enacted by initiative only upon the affirmative vote of at least four (4) councilmembers.

(Ord. No. 776, § 2, 11-15-2023)

ARTICLE VII. - TRANSITION SCHEDULE

Sec. 1. - Ordinances preserved.

All ordinances in effect upon the adoption of this Charter to the extent not inconsistent with it, shall remain in force until repealed or changed as provided herein.

Sec. 2. - Pending matters.

All rights, claims, actions, orders, contracts and legal or administrative proceedings involving the town shall continue except as modified pursuant to the provisions of this Charter.

Sec. 3. - Miscellaneous provisions.

- (a) In case any one or more of the sections or provisions of this Charter or the application of such sections or provisions to any situation shall for any reason be held to be unconstitutional, such unconstitutionality shall not affect any other sections or provisions of this Charter or the application of such sections or provisions as to any other situation and it is intended that this charter shall be construed and applied as if such unconstitutional section or provision had not been included herein.
- (b) As often as the council may deem necessary, but in any event, at least every five (5) years, the terms and provisions of this charter shall be reviewed.

ARTICLE III - LEGISLATIVE - Sec. 2. - Election and terms.

On a date established by ordinance of the town, a general election shall be held in each year to elect members of the town council. The selection of members of the town council shall be by seats to be known as seats 1, 2, 3, 4 and 5. Commencing with the 2011 general election and continuing thereafter, the councilmembers in seats 1 and 3 shall serve a term of three (3) years. The councilmember in seat 5 shall continue to serve a term of two (2) years. Commencing with the 2012 general election and continuing thereafter, the councilmembers in seats 2 and 4 shall serve a term of three (3) years. Commencing with the 2013 general election and continuing thereafter, the councilmember in seat 5 shall serve a term of three (3) years. Commencing with the 2024 general election and continuing thereafter, councilmember seat 2 shall be redesignated as the seat of "mayor" which shall then and thereafter be an elected office with a two (2) year term. The term of office of the mayor and of a councilmember shall commence upon election and qualification and shall continue until a successor is elected and qualified.

BACKGROUND:

During the 2026 Regular Municipal Election cycle, there was a question regarding the order of the wording, "election and qualification" in Sec. 2. - Election and terms, as well as Town Code Chapter 8 (Elections), Sec. 8-10. - Assumption of office, particularly as these Code sections relate to the transitional roles of outgoing/former and newly elected Councilmembers.

The Town Attorney, TG Law, provided the attached memorandum, "Commencement of Term and Assumption of Office Following Election" to Town Staff containing definitions of "qualification and election" and the order in which qualification and election take place in the election process. Based on this information it appears that the Town Charter wording does not reflect the actual order of process required by the Supervisor of Elections and State Statute, thereby adding to the confusion as to implementation of Sec. 8-10. - Assumption of office.

RECOMMENDATION:

Regarding Sec. 2. - Election and terms, my suggestion is to transpose the words "election and qualification" to read "qualification and election," to accurately reflect the order of the actions of both qualifying to be placed on an election ballot and the election event.

CODE CHAPTER 8 - Sec. 8-10. - Assumption of office.

All newly elected officials of the town shall take office at the next scheduled town council meeting immediately following receipt of the certified results for such election, except, however, if a runoff election is held, all newly elected officials shall take office at the next scheduled town council meeting immediately following the receipt of the certified results of the runoff election.

BACKGROUND:

During the 2026 Regular Municipal Election cycle, there was a question regarding the duration of the term of a departing Councilmember and whether a newly elected Councilmember is considered "elected" even if the "oath of office" has not yet taken place.

Town Attorney TG Law provided the attached memorandum, "Commencement of Term and Assumption of Office Following Election" to Town Staff clarifying this process.

Item #9.

RECOMMENDATION:

Regarding Sec. 8-10. - Assumption of office, my suggestion is to add wording stating: the oath of office of a newly elected Councilmember *shall* be administered (*within a specific timeframe?*) once the election is certified by the Palm Beach County Supervisor of Elections and prior to the next scheduled Town Council meeting.

Advantages of administering the oath of office upon certification of the election results, rather than waiting until the next scheduled Town Council meeting:

- Allows an incoming Mayor or Councilmember to begin performing their duties right away.
- Avoids ambiguity about when the newly elected Councilmember terms officially begin.
- Eliminates the potential for former Councilmembers to retaining leadership duties past the election certification date.
- Reduces risk if an urgent issue arises (e.g., emergency decisions, votes, or time-sensitive matters).

Article IV - Administrative. Sec. 3. - Acting town manager.

By written notification to the town council, the manager shall designate a qualified town executive officer to exercise the powers and perform the duties of manager during his or her temporary absence or disability. During absence or disability, the council may revoke such designation at any time and appoint another officer of the town to serve until the manager shall return or such disability shall cease.

BACKGROUND:

The Charter as written doesn't make mention of a process for appointing or hiring an Interim Town Manager. When it becomes necessary for the Town Council or a current Town Manager to designate an Acting or Interim Town Manager, there should be clear guidelines that distinguish the titles, roles, and compensation.

RECOMMENDATIONS:

1. Add a section that defines Interim Town Manager (potentially including decision-making authority, method of appointment, and the conditions under which an Interim may be designated.)
2. Add a section that distinguishes an Acting Town Manager from and Interim Town Manager.
3. Add a Compensation section that distinguishes between compensation for each role: Acting and Interim Town Manager.

ARTICLE III - LEGISLATIVE - Sec. 6. - Vacancies; forfeiture of office; filling of vacancies.

(a) Vacancies. The office of mayor or of a councilmember shall become vacant upon death, resignation, or removal from office in any manner authorized by law of such mayor or councilmember or if such mayor or councilmember ceases to be an elector of the town or ceases to meet the requirements for candidacy set forth in section 1(b) of this article as determined by the remaining members of the council.

(b) Filling of vacancies. If there is a vacancy on the council, including both the office of mayor or any councilmember seat, the council by a majority vote of the remaining members **may choose a successor mayor or councilmember as applicable, to serve until the next regular town election** at which time an election shall be held regardless of whether an election of the seats in which the vacancy occurred is scheduled. If the election for the seats in which the vacancy occurred is not scheduled, the election for those seats shall be for the remainder of the term of the seat or seats in which the vacancy occurred. Any elector seeking appointment to the council including both the office of mayor or any councilmember seat, shall meet all of the requirements for election set forth in section 1(b) above and shall complete and submit the required affidavit and ethics commission form 1. The council shall consider such documentation when choosing a successor.

BACKGROUND:

- On November 20, 2024, Councilmember Jacob Rosengarten resigned.
- The Town Clerk contacted the Palm Beach County Supervisor of Elections (SOE) which provided the Town with an option to re-open a brief Candidate Qualifying Period to accommodate the sudden vacancy and thereby hold a Regular Municipal Election in March 2025.
- Election Budget: The Town had already budgeted for a Regular Municipal Election, as Seat 2 was up for election. Because Seat 2 was unopposed, the Town didn't require an election for that seat.
- The Town Charter states that the remaining members of Council **"may choose a successor mayor or councilmember as applicable, to serve until the next regular town election"** (which in this case was March 2025).
- At the December 6, 2024, Special Council meeting Davis/Halpern made a motion to conduct an election for the vacant position. The motion failed 2-2.
- At the December 12 Special Council Meeting, Council voted 3 to 1 (Halpern opposed) to appoint an individual to fill the vacant seat for approximately 15 months until the Regular Municipal Election in March 2026.

Appointing a Councilmember when a Regular Election was scheduled, authorized by the SOE and budgeted, ignored the language, intent, and spirit of the Charter:

"May choose a successor mayor or councilmember as applicable, to serve until the *next regular town election*."

Recommendation:

Review and amend this Charter section to clarify, emphasize, and require that Council vacancies be filled at the "next regular town election, and consider creating a time limit on how long a non-elected/appointed Councilmember may serve.

MEMORANDUM

TO: Town Manager
FROM: Gemma Torcivia, Esq., Town Attorney
DATE: March 17, 2026
RE: Commencement of Term and Assumption of Office Following Election

In response to your inquiry, and in accordance with the guidance that we have previously provided to your staff, the term of office of the previous elected officials, specifically, former Mayor Wheeler, former Vice Mayor Callaghan and former Council Member Hosta ended when their successors were elected and qualified. Please note that the newly elected officials had to be qualified by the Town Clerk to appear on the ballot. As the Supervisor of Elections certified the 2026 Juno Beach election on March 16, 2026, their successors are elected and the term of the previous elected officials has ended.

Qualification is governed by Articles III, IV, and V of the Charter; Chapter 8 of the Code of Ordinances; and applicable Florida law. Florida Statutes Section 99.092 (2) requires that the supervisor of elections “shall, immediately after the last day for qualifying, submit to the Department of State a list containing the names, party affiliations, and addresses of all candidates and the offices for which they qualified.” All candidates must be duly qualified before being placed on the ballot. All of the Town of Juno Beach candidates were qualified by the Town Clerk before they were permitted on the ballot.

Election is governed by Articles III, IV, and V of the Charter; Chapter 8 of the Code of Ordinances; and applicable Florida law. Article III, Section 2 of the Town Charter provides that a term of office “shall commence upon election and qualification and shall continue until a successor is elected and qualified.” Once the Town of Juno Beach March 10, 2026 election was certified by the Supervisor of Elections on Monday, March 16, 2026, the term of the previous elected officials ended as their successors were then elected and qualified.

Section 8-10 of the Code provides that newly elected officials “shall take office at the next scheduled town council meeting immediately following receipt of the certified results.” The oath of office should be administered to the newly elected Council members at the next scheduled town council meeting, which is currently scheduled for March 25, 2026. Once the oath is taken by the newly elected officials, then the meeting will be called to order and roll call should be taken. Thereafter, the Town Council constitutes the lawful governing body at that meeting and is authorized to call the meeting to order and conduct Town business.

MEMORANDUM

Item #9.

The Town Council meetings remains public meetings under Florida's Sunshine Law. As the term of office of the previous elected officials referenced in this memorandum ended on March 16, 2026, they are now private citizens and may attend public meetings like other members of the public.



AGENDA ITEM

Meeting Name: Town Council
Meeting Date: May 20, 2026
Prepared By: Stephen Mayer, Principal Planner
Item Title: Petition for a DeMinimus Development / Simple Lot Split
 401 Olympus Drive

BACKGROUND:

The subject property is owned by the applicants, Edgar and Leonora Abovich, and is located at 401 Olympus Drive. The agent is Zach Ciciera from Cotleur and Hearing. The parent tract is approximately 28,239 square feet (0.648 acre) in lot area and is about 221.67 feet in width at the right of way frontage (measured east to west) and is at minimum 125.03 feet (measured north to south), with the east property line measured at 125.13 feet and the west property line measured at 125.03 feet in length. The request is to split the lot into two equal lots (the western property referred to as Parcel “A” and the eastern property referred to as Parcel “B”).

Parcel “A” is approximately 14,120 square feet (0.324 acre) in lot area and is about 110.83 feet wide at the right of way frontage, and 125.01 feet in depth at minimum. Parcel “B” is approximately 14,120 square feet (0.324 acre) in lot area and is about 110.83 feet wide, and an average 125.01 feet in depth at minimum.

The parcels are located on the northwest corner of Ocean Drive and Olympus Drive. The zoning district is Residential Single Family- (RS-1), and the property is currently vacant, with no record of prior development or construction. Please see the aerial showing the existing conditions below:

Current Aerial showing the approximate location of the lot split in orange line, and the locations of proposed Parcels A and B



Current Aerial showing the existing lot in context with surrounding lots



Section 34-912, an application for a simple lot split shall be reviewed and obtain acceptance of the director of planning and zoning, town engineer, and town manager who shall make professional recommendation to the town council regarding any application. The director shall consider a proposed de minimus development for recommendation upon the submission of the following materials:

- a. An application form provided by the town accompanied by the application fee established for this process, which shall be the same as the base fee for subdivisions and platting (identified in Resolution 93-23[N], including waiver requirements of section 34-206)
- b. Four paper copies of the proposed de minimus development.
- c. A statement from the appropriate provider indicating whether water and/or sanitary sewer service, capacity of power, as well as other utilities/services are available to the property
- d. Legal descriptions including the acreage and square footage of the original and proposed lots and a scaled drawing showing the intended division shall be prepared, including any existing or required easements and/or restrictions. Such survey shall be prepared by a professional land surveyor registered in the state. In the event a lot contains any principal or accessory structures, a survey showing the structures on the lot shall accompany the application; and a metes and bounds description shall accompany each description
- e. The director shall provide a copy of all materials to the town engineer for review, comments and acceptance/denial. The town engineer may require drainage, topographic or other specific information, as necessary.
- f. If the proposed de minimus development meets the conditions of this section and otherwise complies with all applicable laws and ordinances including, but not limited to, this chapter and the town subdivision regulations; and meets with the approval of the town engineer, then the director shall make recommendation of the de minimus development to the town council based upon the criteria set forth herein.

Mr. Paul Buri, the Town's Engineering consultant, states in his March 27th letter, that he has no objections to the processing of the request and all of the provided documentation appears to substantially conform to the Town of Juno beach Minimum Standards.

DISCUSSION:

Per Section 34-912(b) Each proposed lot must conform to specific criteria that must be met for the consideration of DeMinimus Development. Staff will provide analysis of compliance with each criterion below.

- a. Each proposed lot must conform to the requirements of this chapter and shall maintain and provide necessary easements consistent with easement requirements as established by the town's subdivision regulations;

Staff Analysis: The subject property is zoned RS-1 (Residential Single-Family). The Town of Juno Beach establishes the following minimum lot standards. Please see the table below showing the minimum standards, and how each proposed lot (A and B), meet the minimum standards test.

	RS-1 Minimum	Proposed Lot A	Proposed Lot B
Lot Area	10,000 square feet	14,120 square feet	14,120 square feet
Lot Width	75 feet	110.83 feet	110.83 feet
Lot Depth	100 feet	125.01 feet	125.01 feet
Front Setback*	25 feet	25 feet	25 feet
Side Setback*	10 feet	10 feet	10 feet
Rear Setback*	10 feet	10 feet	10 feet

- There are no existing structures to consider changing setback conditions, and all future construction shall meet minimum setbacks

Mr. Paul Buri, the Town's Engineering consultant, considered easement requirements with the review of the proposed lot split did not recommend any additional easements. The lot currently relies on a five-foot (5') utility easement located to the north (rear) of the property and this easement will remain in full force and effect for both lots in the same capacity if the lot split request is granted.

- Each lot shall abut a public or private street for the required minimum lot width for the zoning district where the lots are located, or otherwise stated in the town's subdivision regulations;

Staff Analysis: Mr. Paul Buri, the Town's Engineering consultant, considered the minimum lot width abutting a public road with the review of the proposed simple lot split and did not provide comments. Staff notes that the two (2) newly proposed lots both contain an appropriate amount of roadway frontage as they both provide 110.83 feet of lot width.

- If any lot abuts a right-of-way that does not conform to the design specifications provided in the town's subdivision regulations, the owner may be required to dedicate the appropriate width necessary to meet the minimum design requirement;

Staff Analysis: The lot does conform to the design specifications provided in the town's subdivision regulations, as described in criteria a) and b) and therefore this criteria is not applicable.

- The proposed development shall be consistent with surrounding lots. In determining consistency and compatibility with surrounding lots, the town council may consider, among other things, whether the existing or platted lots have been divided; and whether the majority of existing or platted lots are comparable in size or configuration along the same street within 250 feet of the subject lot;

Staff Analysis: Both lots are the same dimension and similar to the remaining lots in the same subdivision relative to size, shape, and orientation. In fact, the proposed lots are the

same configuration of the original plat.

- e. No further division of an approved de minimus development is permitted under this section, unless a development plan and plat/replat is prepared and submitted in accordance with the town's subdivision regulations, and this chapter;

Staff Analysis: No further lot split, or DeMinimus Development can occur without going through the official plat approval process in the town, relative to any portion of the subject property.

- f. At any time, the director of planning and zoning may require approval and acceptance for a proposed de minimus development from other agencies, including but not limited to the county, department of transportation, South Florida Water Management District, department of environmental protection, or other agencies, as deemed necessary; and

Staff Analysis: It was not deemed necessary for other agencies to require approval as these other agencies are not impacted by the simple lot split.

- g. A de minimus development cannot be approved if property taxes are not current for any part or parent of a subject petition.

Staff Analysis: The owner/applicant have paid their property taxes in full as referenced by the 2025 tax account information for PCN# 28-43-41-28-01-000-0324.

In summary, the subject property has never been split using this process before. The size and dimensions of the two proposed (2) lots meet the minimum area, length, and width requirements in the zoning district (RS-1). The design of the new proposed property lines will not create any non-conforming issues with the lot and any existing improvements on the property.

Lastly, should the Town Council approve the de Minimus development application, the applicant will need to apply for a Parcel Split Request from the Palm Beach County Property Appraiser and record the lot split with Palm Beach County.

RECOMMENDATION:

Staff recommends that the Council consider approving the proposed simple lot split subject to the required items cited above.

Attachment(s):

1. Application Packet
2. Letters of Approval from Engineering
3. Letters of Approval from Utility Service Providers
4. 2025 Tax Bill

**Town of Juno Beach
Planning & Zoning Department
304 Ocean Drive, Juno Beach, FL 33408
Phone: (561) 626-1122 - Fax: (561) 775-0812**

**Application for DeMinimus Development
(Simple Lot Split)**

Subdivision/Simple Lot Split. *A subdivision shall be defined as stated in the Town of Juno Beach Subdivision Regulations, which serves as an extension of the Town's Zoning Code; in supplementation to said section, a simple lot split (DeMinimus Development) shall be considered the division of a parcel of land, whether improved or unimproved, into three (3) or less contiguous lots or parcels of land, designated by reference to the number or symbol of the lot or parcel contained in the plat of such subdivision, for the purpose, whether immediate or future, of transfer of ownership. In addition, if not defined in Article IV of said Code, any subdivision or simple lot split shall conform, and be required to follow specified procedures and processes as outlined in the Town of Juno Beach Subdivision Regulations.*

1. Name(s) of Property Owner(s): Edgar & Leonora Abovich
2. Parcel ID # of Parent Tract: 28434128010000324
3. Has the subject property or any adjoining property ever been a subject for a DeMinimus Development before? No
When? _____
4. Address of Parent Tract: 401 Olympus Drive, North Palm Beach
5. Parcel # of Parcel A if already assigned: _____
6. Address of Parcel A if already assigned: _____
7. Parcel # of Parcel B if already assigned: _____
8. Address of Parcel B if already assigned: _____
9. Source of Potable Water: _____
10. Source/Method of Sewage Disposal: _____
11. Name of Contact Person: Zach Ciciera
Address of Contact Person: 1934 Commerce Lane, Suite 1 Phone: 561.406.1033
Jupiter, FL 33458

10/2013

12. Mortgage or lien holder:_____
13. Provide a copy of a warranty deed verifying property ownership.
14. Provide proof of consent of any mortgage or lien holders.
15. FDOT approval is required for lot divisions on or adjacent to the state highway system, County approval for a County roadway system. When a shared driveway is required to approve a lot division, the driveway easements must be shown on the required survey.
16. Provide a survey or deed sketch, prepared by a professional land surveyor registered in the State of Florida, that indicates the following:
 1. Boundary of parent tract including easements.
 2. Boundary of proposed new parcel A. Indicate area of the new lot.
 3. Boundary of proposed new parcel B. Indicate area of the new lot.
 4. If the lot contains any principal or accessory structures, a survey showing the location of the structures on the lot must be included.
 5. Metes and Bounds descriptions of subjects.

Please use the following system to appropriately designate new parcels A and B:

- If the property is developed, the portion (new parcel) **with** improvements will be designated B and will carry the original (parent tract) ID # and address. The remaining portion (other new parcel) without improvements will be designated A and will be assigned a new ID # and address.
- If the property is undeveloped, the portion (new parcel) **furthest to the north/or/west**, will be designated B and will carry the original (parent tract) ID # and address. The remaining portion (other new parcel) will be designated A and will be assigned a new ID # and address.

The survey or deed sketch may be any size **up to** 24" by 36". Please provide an 8.5" by 11" survey or deed sketch that indicates the parent tract, each proposed new parcel and any relevant reference points. The 8.5" by 11" copy of this survey or sketch will be recorded as part of the lot division approval.

17. Provide each of the following on a separate 8.5" by 11" page (a copy of each will be recorded as part of the lot division approval).
 - a. Legal description of parent tract (if the parent tract is in a platted record subdivision, a legal description indicated on a survey or deed sketch is sufficient).
 - b. Legal description of proposed parcel A.

- c. Legal description of proposed parcel B.
- 18. A filing fee of \$400.00 must be submitted with this application. Without the required filing fee, this application will be considered incomplete.
- 19. Letters from all utility and service providers, indicating that they will be able to service the new parcels must be submitted with this application (for a list of utility providers within the Town, please see the attached list).
- 20. After a lot division is approved, it must be recorded at the Office of the Clerk of the Court a by the applicant and an official copy of all recorded documents must be provided to the Town.

Note:

The Town Council shall consider a proposed DeMinimus Development upon the submittal of the following materials:

- 1. An application form provided by the town accompanied by the application fee established for this process, which shall be the same as the base fee for Subdivisions and Platting (identified in Resolution 93-23[N], including waiver requirements of Section 34-206);
- 2. Four (4) paper copies of the proposed DeMinimus Development;
- 3. A statement from the appropriate provider indicating whether water and/or sanitary sewer service, capacity of power, as well as other utilities/services are available to the property;
- 4. Land descriptions including acreage and square footage of the original and proposed lots and a scaled drawing showing the intended division shall be prepared, including any existing or required easements and/or restrictions. Such survey shall be prepared by a professional land surveyor registered in the State of Florida. In the event a lot contains any principal or accessory structures, a survey showing the structures on the lot shall accompany the application; and a metes and bounds description shall accompany each description;
- 5. The Director shall provide a copy of all materials to be reviewed by the Town Engineer for comments and acceptance/denial. The Town Engineer may require drainage, topographic or other specific information, as necessary; and

6. If the proposed De Minimus Development meets the conditions of this section and otherwise complies with all applicable laws and ordinances, including, but not limited to this Zoning Code and the Town of Juno Beach Subdivision Regulations, and meets with the approval of the Town Engineer, then the Director shall make recommendation of the De Minimus Development to the Town Council based upon the criteria set forth herein.

In addition, each proposed lot must conform to the following standards:

1. Each proposed lot must conform to the requirements of this Code; shall maintain and provide necessary easements consistent with easement requirements as established by the town's Subdivision Regulations;
2. Each lot shall abut a public or private street for the required minimum lot width for the zoning district where the lots are located, or otherwise stated in the Town's Subdivision Regulations;
3. If any lot abuts a right-of-way that does not conform to the design specifications provided in the town's Subdivision Regulations, the owner may be required to dedicate the appropriate width necessary to meet the minimum design requirement;
4. The proposed De Minimus Development shall be consistent with surrounding lots. In determining consistency and compatibility with surrounding lots, the Town Council may consider, among other things, whether the existing or platted lots have been divided, and whether the majority of existing or platted lots are comparable in size or configuration along the same street within 250' of the subject lot;
5. No further division of an approved De Minimus Development is permitted under this section, unless a development plan and plat/re-plat is prepared and submitted in accordance with the Town's Subdivision Regulations and this Code;
6. At any time, the Director of Planning & Zoning may require approval of a proposed De Minimus Development by other agencies, including but not limited to the County, Department of Transportation, South Florida Water Management District, Department of Environmental Protection, or other agencies, as deemed necessary; and
7. A De Minimus Development cannot be approved if property taxes are not current.

Town of Juno Beach Planning & Zoning Department
340 Ocean Drive, Juno Beach, FL 33408
DeMinimus Development
Seal of Approval

Name of Property Owner(s):

Date of Approval by Town Council:

The undersigned, being the record title owner/s of the real property described above, do hereby acknowledge their property being subdivided under the Town's adopted Zoning Ordinance guidelines, Chapter 34-912 Code of Ordinances; and to the Town of Juno Beach for a DeMinimus Development/Lot Split. This form is valid only for the specific application approval and recordation of an approved DeMinimus Development in the Town of Juno Beach, which shall be signed and sealed by the Town and the property owner.

IN WITNESS WHEREOF THE UNDERSIGNED HAVE SET THEIR HANDS AND SEALS THIS

8 DAY OF APRIL 20 26

L. Abou

Owner

Witness

Owner

Witness

Owner

Witness

IN WITNESS WHEREOF THE UNDERSIGNED HAVE SET THEIR HANDS AND SEALS THIS

____ DAY OF _____ 20 ____.

Town of Juno Beach - Mayor

Witness

Town Clerk

Witness

TOWN SEAL

Before me the undersigned authority personally appeared the owners named above whom upon being duly acknowledged before me that they are the owners of the real property described above. Subscribed this

____ day of _____ 20 ____.

Notary Public

Commission Expires: _____

SEAL

10/2013

March 5, 2026
Planning and Zoning Department
Town of Juno Beach
340 Ocean Dr
Juno Beach, FL 33408

Subject: 401 Olympus Dr, lot split

To whom it may concern,

On behalf of the applicant and property owner, Edgar Abovich and Leonora Abovich, Cotleur & Hearing respectfully requests approval of a minor subdivision (lot split) for the property located at 401 Olympus Drive Juno Beach, Florida.

The intent of this request is to subdivide the existing parcel into two residential lots that more appropriately reflect the established lot pattern and character of the surrounding neighborhood. The current parcel is substantially larger than the adjacent lots. Establishing the property as two conforming lots will create a more consistent block pattern within the Olympus Drive Corridor.

Property Development History

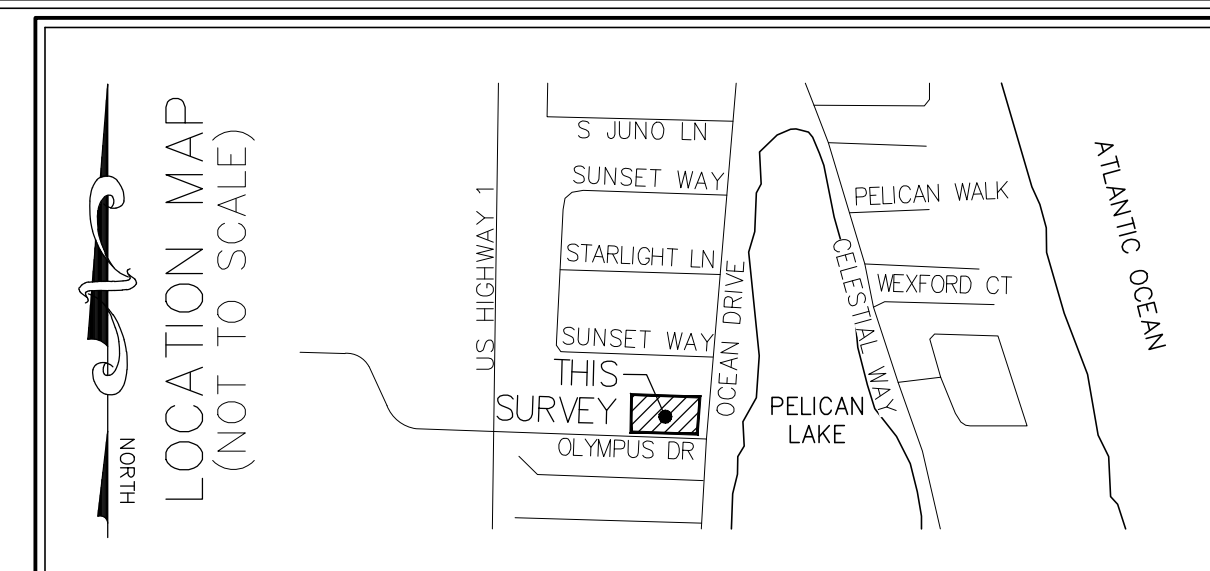
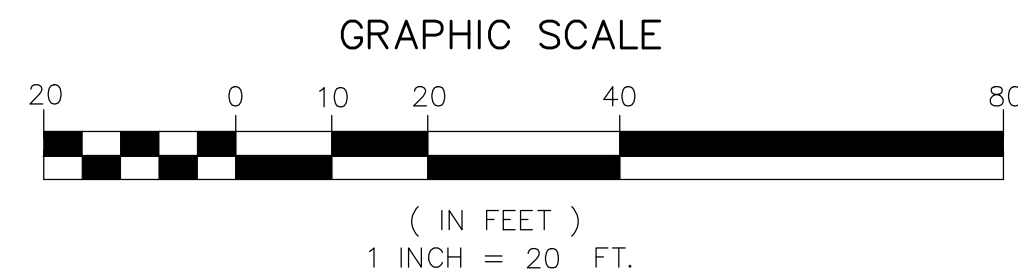
The subject property is currently vacant, with no known record of prior development or construction. Despite its location within an established residential neighborhood, the site remains undeveloped. As a result, the parcel's current oversized configuration is out of character with the surrounding development pattern.

Zoning Compliance

The subject property carries a Low-Density Residential (LDR) Future Land Use designation and is zoned RS-1 (Residential Single Family). The Town of Juno Beach's residential zoning district establishes the following minimum standards:

	RS-1	Proposed East Lot	Proposed West Lot
Min Lot Area	10,000 SF	14,120 SF	14,120 SF
Min Lot Width	75 ft	110.83 ft	110.83 ft
Min Lot Depth	100 ft	125.01 ft	125.01 ft
Min Front Setback	25 ft	25 ft	25 ft
Min Side Setback	10 ft	10 ft	10 ft
Min Rear Setback	10 ft	10 ft	10 ft

Both proposed lots resulting from the lot split will meet or exceed each of these dimensional requirements within the RS-1 zoning district. The proposed lot split will not create any non-conformities for the two resulting lots or for any adjacent parcels. Each lot will remain fully compliant with the Town's RS-1 zoning standards. The resulting lot sizes and widths will also be consistent with those commonly found within the area, thereby reinforcing compatibility and maintaining the established neighborhood pattern.



LEGEND

A/C - AIR CONDITIONER	SQ. FT. - SQUARE FEET
ALUM. - ALUMINUM	TWP. - TOWNSHIP
B.E. - BUFFER EASEMENT	TYP. - TYPICAL
C.O. - CLEANOUT	U.E. - UTILITY EASEMENT
CLF - CHAIN LINK FENCE	W.M. - WATER METER
CONC. - CONCRETE	W.E. - WATER EASEMENT
COV. COVERED	S.E. - SANITARY EASEMENT
D.E. - DRAINAGE EASEMENT	☆ - LIGHT POLE
ELEC. - ELECTRIC	⦿ - FIRE HYDRANT
ELEV. - ELEVATION	⦿ - CATCH BASIN
EQUIP. - EQUIPMENT	⦿ - WATER VALVE
ESMT. - EASEMENT	⦿ - SET 5/8" IR/CAP LB 3591
EXIST. - EXISTING	⦿ - SANITARY MANHOLE
F.L. - FLUORIDE POWER & LIGHT	⦿ - DRAINAGE MANHOLE
FIN. - FINISHED	⦿ - WOOD POWER POLE (UNLESS NOTED)
FLR. - FLOOR	⦿ - CENTER LINE
FND. - FOUND	⦿ - EXISTING ELEVATION
IR/CAP - IRON ROD & CAP	⦿ - TRAFFIC SIGN
INV. - INVERT	⦿ - ELECTRICAL WIRES OVERHEAD
IRR. - IRRIGATION	⦿ - ANCHOR
L.A.E. - LIMITED ACCESS EASEMENT	⦿ - WATER METER
O/S - BUILDING OFFSET	⦿ - RP2
O.R.B. - OFFICIAL RECORD BOOK	⦿ - GROUND LIGHT
P.B. - PLAT BOOK	⦿ - ELECTRIC HAND HOLE
P.B.C.R. - PALM BEACH COUNTY RECORD	⦿ - IRRIGATION CONTROL VALVE
P.O.B. - POINT OF BEGINNING	⦿ - CONCRETE POWER POLE
P.O.C. - POINT OF COMMENCEMENT	⦿ - FIRE DEPARTMENT CONNECTION
P.S. - PAGE(S)	
P.R.M. - PERMANENT REFERENCE MONUMENT	
PROP. - PROPOSED	
R. - RADIUS	
R/W - RIGHT-OF-WAY	
RGE. - RANGE	
SEC. - SECTION	
Δ - DELTA (CENTRAL ANGLE)	

NOTES

- THIS SURVEY OR REPRODUCTIONS THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL SEAL, OR THE AUTHENTICATED ELECTRONIC SIGNATURE AND SEAL OF A FLORIDA LICENSED PROFESSIONAL SURVEYOR AND MAPPER.
- SURVEY MAP OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL SEAL OF A FLORIDA LICENSED PROFESSIONAL LAND SURVEYOR.
- LANDS SHOWN HEREON ARE NOT ABSTRACTED FOR RIGHTS-OF-WAY, EASEMENTS, OWNERSHIP, OR OTHER INSTRUMENTS OF RECORD.
- ELEVATIONS SHOWN HEREON ARE RELATIVE TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).
- BEARINGS SHOWN HEREON ARE RELATIVE TO A GRID BEARING OF N00°42'49"E ALONG WEST LINE OF THE EAST HALF(1/2) OF SECTION 28, TOWNSHIP 41 SOUTH, RANGE 43 EAST, RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NORTH AMERICAN DATUM OF 1983 (1990 ADJUSTMENT) AND BASED ON FIELD MEASUREMENTS.
- COORDINATES SHOWN HEREON ARE RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NORTH AMERICAN DATUM OF 1983 (1990 ADJUSTMENT)
- THE "DESCRIPTION" SHOWN HEREON IS IN ACCORD WITH THE DESCRIPTION PROVIDED BY THE CLIENT.
- UNDERGROUND FOUNDATIONS WERE NOT LOCATED.
- ADDITIONS OR DELETIONS TO SURVEY MAPS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
- FLOOD ZONE: "X", COMMUNITY PANEL NO. 12099C0381G; DATE:12/20/2024.
- BENCHMARK ORIGIN DESCRIPTION: PALM BEACH COUNTY BENCHMARK "DIANA 2". ELEVATION = 8.506'(NAVD88)
- THIS SURVEY CANNOT BE TRANSFERRED OR ASSIGNED WITHOUT THE SPECIFIC WRITTEN PERMISSION OF CAULFIELD & WHEELER, INC. THIS SURVEY IS NOT TRANSFERABLE BY OWNERS AFFIDAVIT OF SURVEY OR SIMILAR INSTRUMENT.
- THE SURVEY SKETCH SHOWN HEREON DOES NOT NECESSARILY CONTAIN ALL OF THE INFORMATION OBTAINED OR DEVELOPED BY THE UNDERSIGNED SURVEYOR IN HIS FIELD WORK, OFFICE WORK OR RESEARCH.
- REVISIONS SHOWN HEREON DO NOT REPRESENT A "SURVEY UPDATE" UNLESS OTHERWISE NOTED.
- ALL DATES SHOWN WITHIN THE REVISIONS BLOCK HEREON ARE FOR INTEROFFICE FILING USE ONLY AND IN NO WAY AFFECT THE DATE OF THE FIELD SURVEY STATED HEREIN.
- IT IS A VIOLATION OF RULE 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE TO ALTER THIS SURVEY WITHOUT THE EXPRESS PRIOR WRITTEN CONSENT OF THE SURVEYOR. ADDITIONS AND/OR DELETIONS MADE TO THE FACE OF THIS SURVEY WILL MAKE THIS SURVEY INVALID.
- THE OWNERSHIP OF FENCES, PERIMETER WALLS AND/OR HEDGES SHOWN HEREON ARE NOT KNOWN AND THUS ARE NOT LISTED AS ENCROACHMENTS. FENCES, HEDGES AND/OR PERIMETER WALLS ARE SHOWN IN THEIR RELATIVE POSITION TO THE BOUNDARY.

DESCRIPTION

THE NORTH 125 FEET OF THE SOUTH 155 FEET OF LOT 32, LESS THE WEST 400 FEET, MEASURED ALONG THE NORTH AND SOUTH LINES THEREOF, JUNO BEACH, PALM BEACH COUNTY, FLORIDA ACCORDING TO THE PLAT THEREOF ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR PALM BEACH COUNTY, FLORIDA AS IN PLAT BOOK 22, PAGE 49.

SAID LANDS SITUATE IN THE TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA AND CONTAINING 28,239 SQUARE FEET(0.648 ACRES), MORE OR LESS.

SUBJECT TO EASEMENTS, RESTRICTIONS, RESERVATIONS, COVENANTS, AND RIGHTS-OF-WAY OF RECORD.

CERTIFICATE:

I HEREBY CERTIFY THAT THE ATTACHED BOUNDARY AND TOPOGRAPHIC SURVEY OF THE HEREON DESCRIBED PROPERTY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS SURVEYED UNDER MY DIRECTION ON FEBRUARY 5, 2026. I FURTHER CERTIFY THAT THIS BOUNDARY SURVEY MEETS THE STANDARDS OF PRACTICE SET FORTH IN CHAPTER 5J-17 ADOPTED BY THE FLORIDA BOARD OF SURVEYORS AND MAPPERS, PURSUANT TO FLORIDA STATUTES 472.027.

TREE TABLE				
TREE ID	TREE TYPE with TRUNK DIAMETER (IN INCHES)	PALM TREE HEIGHT (IN FEET)	NORTHING	EASTING
600	GUMBO LIMBO 14	31	922842	964670
601	GUMBO LIMBO 14	32	922840	964697
602	PALM 10	11	922637	964708
603	PALM 15	14	922852	964807
604	PALM 15	14	922634	964817
605	PALM 8	17	922706	964833
606	PALM 8	17	922720	964818
607	PALM 8	17	922724	964811
608	PALM 15	14	922743	964866
609	PALM 14	17	922748	964840
610	PALM 7	9	922743	964720

DATE	1/24/26
DRAWN BY	SF
F.B./ PG.	HDS
SCALE	1"=20'

CAULFIELD & WHEELER, INC.
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE - SURVEYING
7900 GLADES ROAD - SUITE 100
BOCA RATON, FLORIDA 33434
PHONE (561) 392-1991 / FAX (561) 750-1452

PORTION OF LOT 32
PLAT OF JUNO BEACH
BOUNDARY SURVEY

DATE	1/24/26
DRAWN BY	SF
F.B./ PG.	HDS
SCALE	1"=20'

DAVID P. LINDLEY
REGISTERED LAND
SURVEYOR NO. 5005
STATE OF FLORIDA
L.B. 3591

JOB # 11808
SHT.NO.
1
OF 1 SHEETS

DESCRIPTION:

A PORTION OF LOT 32, JUNO BEACH, PALM BEACH COUNTY, FLORIDA ACCORDING TO THE PLAT THEREOF ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR PALM BEACH COUNTY, FLORIDA AS IN PLAT BOOK 22, PAGE 49, SAID LANDS BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF LOT 1, OCEAN VIEW RIDGE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 25, PAGE 98, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N87°59'41"W ALONG THE SOUTH LINE OF SAID LOT 1 AND THE WESTERLY EXTENSION THEREOF, A DISTANCE OF 115.08 FEET; THENCE S02°39'37"W, A DISTANCE OF 125.01 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF OLYMPUS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 964, PAGE 887, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE S87°59'41"E ALONG SAID NORTH RIGHT-OF-WAY LINE, A DISTANCE OF 110.83 FEET TO A POINT ON THE EAST LINE OF SAID LOT 32, SAID LINE BEING THE WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 1, ALSO KNOWN AS FLORIDA STATE ROAD NO. 5; THENCE N04°36'19"E ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 125.03 FEET TO THE POINT OF BEGINNING.

SAID LANDS SITUATE IN THE TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA AND CONTAINING 14,120 SQUARE FEET(0.324 ACRES), MORE OR LESS.

SUBJECT TO EASEMENTS, RESTRICTIONS, RESERVATIONS, COVENANTS, AND RIGHTS-OF-WAY OF RECORD.

SURVEYOR'S NOTES:

1. LEGAL DESCRIPTIONS AND SKETCHES OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND THE ORIGINAL SEAL, OR THE AUTHENTICATED ELECTRONIC SIGNATURE AND SEAL, OF A FLORIDA LICENSED PROFESSIONAL LAND SURVEYOR AND MAPPER.
2. ADDITIONS OR DELETIONS TO LEGAL DESCRIPTIONS AND SKETCHES BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
3. LANDS SHOWN HEREON WERE NOT ABSTRACTED, BY THE SURVEYOR, FOR RIGHTS-OF-WAY, EASEMENTS, OWNERSHIP, OR OTHER INSTRUMENTS OF RECORD.
4. BEARINGS SHOWN HEREON ARE RELATIVE TO A GRID BEARING OF N04°36'19"E ALONG WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 1, ALSO KNOWN AS FLORIDA STATE ROAD NO. 5, ALSO KNOWN AS OCEAN DRIVE, RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NORTH AMERICAN DATUM OF 1983 (1990 ADJUSTMENT) AND BASED ON FIELD MEASUREMENTS.
5. THE "DESCRIPTION" SHOWN HEREON WAS PREPARED BY THE SURVEYOR.
6. DATA SHOWN HEREON WAS COMPILED FROM THE INSTRUMENTS OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AND DOES NOT CONSTITUTE A FIELD SURVEY AS SUCH.

CERTIFICATE:

I HEREBY CERTIFY THAT THE ATTACHED SKETCH AND DESCRIPTION OF THE HEREON DESCRIBED PROPERTY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS PREPARED UNDER MY DIRECTION ON FEBRUARY 12, 2026. I FURTHER CERTIFY THAT THIS SKETCH AND DESCRIPTION MEETS THE STANDARDS OF PRACTICE SET FORTH IN RULE 5J-17, FLORIDA ADMINISTRATIVE CODE, ADOPTED BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO FLORIDA STATUTES CHAPTER 472.027.

THIS IS NOT A SURVEY**SHEET 1 OF 3**

CAULFIELD & WHEELER, INC.

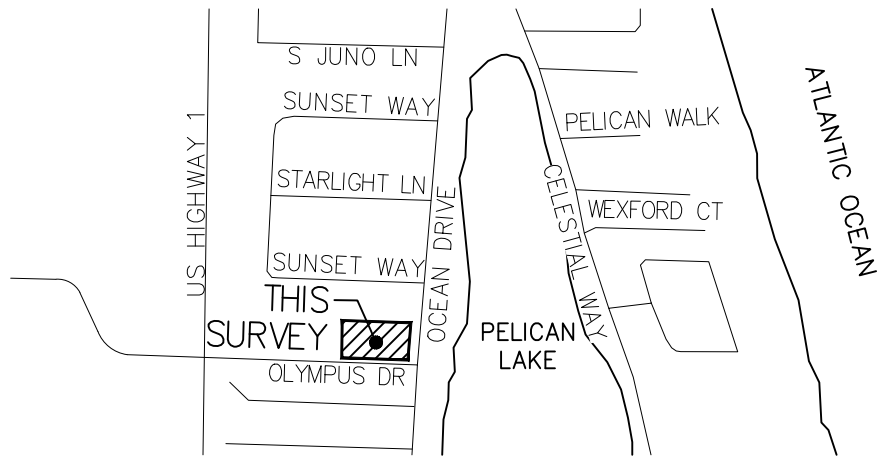
CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE - SURVEYING
7900 GLADES ROAD - SUITE 100
BOCA RATON, FLORIDA 33434
PHONE (561)-392-1991 / FAX (561)-750-1452

DAVID P. LINDLEY
REGISTERED LAND
SURVEYOR NO. 5005
STATE OF FLORIDA
L.B. 3591

DATE	2/12/2026
DRAWN BY	dl
F.B./ PG.	N/A
SCALE	NONE
JOB NO.	118

**OLYMPUS DRIVE LOT SPLIT EAST PARCEL
SKETCH AND DESCRIPTION**

LOCATION MAP
(NOT TO SCALE)



LEGEND/ABBREVIATIONS:

- ℄ - CENTERLINE
- LB - LICENSED BUSINESS
- O.R.B. - OFFICIAL RECORDS BOOK
- P.B. - PLAT BOOK
- DE - DRAINAGE EASEMENT
- P.O.B. - POINT OF BEGINNING
- P.O.C. - POINT OF COMMENCEMENT
- R/W - RIGHT-OF-WAY
- PG(S). - PAGE(S)
- UE - UTILITY EASEMENT
- P.U.D. - PLANNED UNIT DEVELOPMENT
- L - ARC LENGTH
- R - RADIUS
- Δ - DELTA (CENTRAL ANGLE)

THIS IS NOT A SURVEY

SHEET 2 OF 3

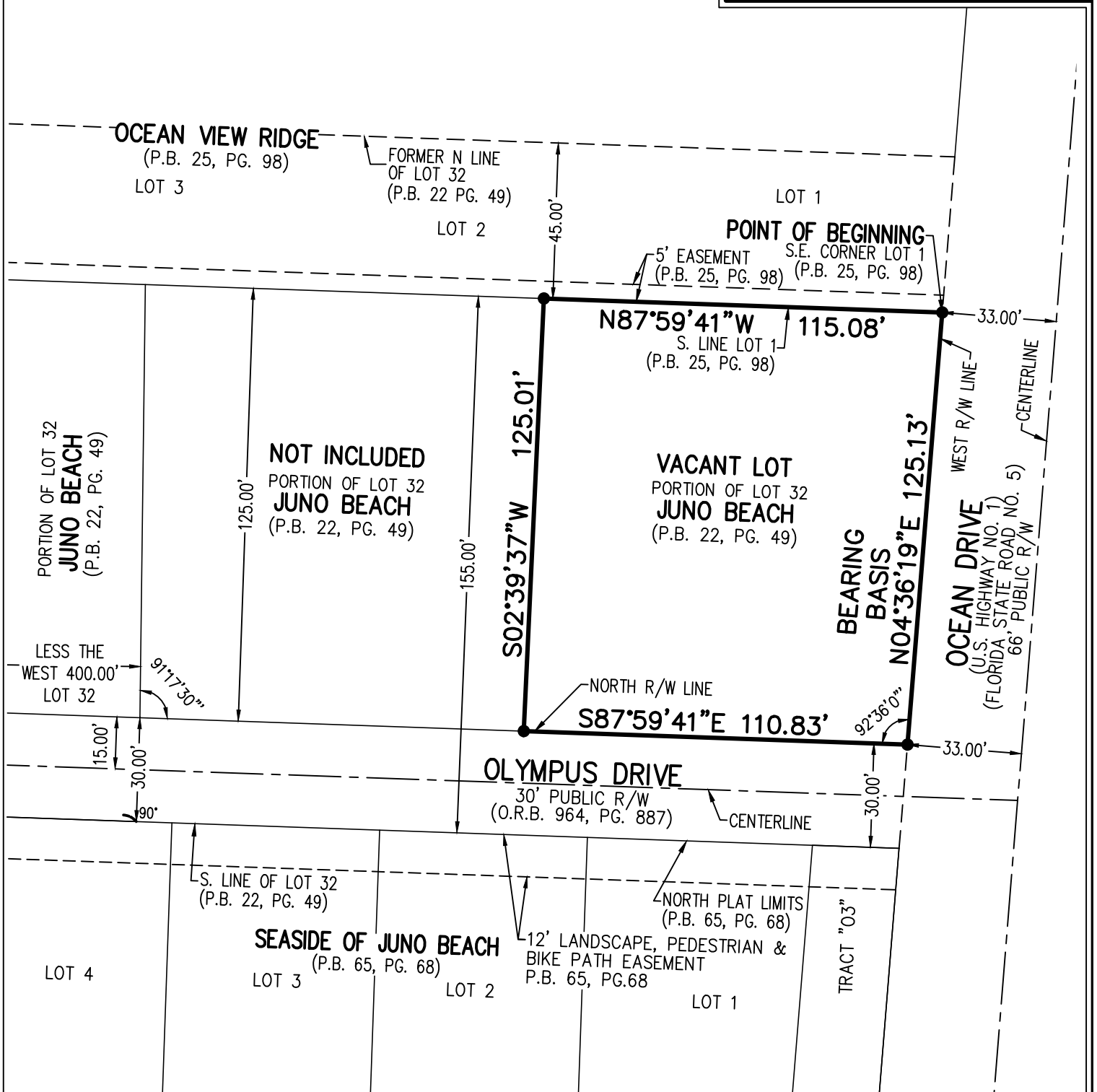


CAULFIELD & WHEELER, INC.

CIVIL ENGINEERING
LANDSCAPE ARCHITECTURE - SURVEYING
7900 GLADES ROAD - SUITE 100
BOCA RATON, FLORIDA 33434
PHONE (561)-392-1991 / FAX (561)-750-1452

**OLYMPUS DRIVE LOT SPLIT EAST PARCEL
SKETCH AND DESCRIPTION**

DATE	2/12/2026
DRAWN BY	dl
F.B./ PG.	N/A
SCALE	NONE
JOB NO.	118



THIS IS NOT A SURVEY

SHEET 3 OF 3



CAULFIELD & WHEELER, INC.

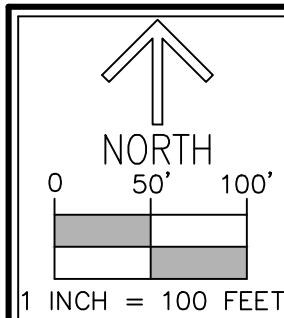
CIVIL ENGINEERING

LANDSCAPE ARCHITECTURE - SURVEYING

7900 GLADES ROAD - SUITE 100

BOCA RATON, FLORIDA 33434

PHONE (561)-392-1991 / FAX (561)-750-1452

OLYMPUS DRIVE LOT SPLIT EAST PARCEL
SKETCH AND DESCRIPTION

DATE 2/12/2026

DRAWN BY dl

F.B./ PG. N/A

SCALE 1"=40'

JOB NO. 118

DESCRIPTION:

A PORTION OF LOT 32, JUNO BEACH, PALM BEACH COUNTY, FLORIDA ACCORDING TO THE PLAT THEREOF ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR PALM BEACH COUNTY, FLORIDA AS IN PLAT BOOK 22, PAGE 49, SAID LANDS BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF LOT 1, OCEAN VIEW RIDGE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 25, PAGE 98, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N87°59'41"W ALONG THE SOUTH LINE OF SAID LOT 1 AND THE WESTERLY EXTENSION THEREOF, A DISTANCE OF 115.08 FEET TO THE POINT OF BEGINNING; THENCE S02°39'37"W, A DISTANCE OF 125.01 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF OLYMPUS DRIVE AS RECORDED IN OFFICIAL RECORDS BOOK 964, PAGE 887, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE N87°59'41"W ALONG SAID NORTH RIGHT-OF-WAY LINE, A DISTANCE OF 110.83 FEET; THENCE N00°42'49"E, A DISTANCE OF 125.03 FEET TO A POINT ON THE SOUTH LINE OF LOT 3 OF SAID OCEAN VIEW RIDGE PLAT; THENCE S87°59'41"E ALONG SAID SOUTH LINE AND THE EASTERLY EXTENSION THEREOF, A DISTANCE OF 115.08 FEET TO THE POINT OF BEGINNING.

SAID LANDS SITUATE IN THE TOWN OF JUNO BEACH, PALM BEACH COUNTY, FLORIDA AND CONTAINING 14,120 SQUARE FEET(0.324 ACRES), MORE OR LESS.

SUBJECT TO EASEMENTS, RESTRICTIONS, RESERVATIONS, COVENANTS, AND RIGHTS-OF-WAY OF RECORD.

SURVEYOR'S NOTES:

1. LEGAL DESCRIPTIONS AND SKETCHES OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND THE ORIGINAL SEAL, OR THE AUTHENTICATED ELECTRONIC SIGNATURE AND SEAL, OF A FLORIDA LICENSED PROFESSIONAL LAND SURVEYOR AND MAPPER.
2. ADDITIONS OR DELETIONS TO LEGAL DESCRIPTIONS AND SKETCHES BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
3. LANDS SHOWN HEREON WERE NOT ABSTRACTED, BY THE SURVEYOR, FOR RIGHTS-OF-WAY, EASEMENTS, OWNERSHIP, OR OTHER INSTRUMENTS OF RECORD.
4. BEARINGS SHOWN HEREON ARE RELATIVE TO A GRID BEARING OF N04°36'19"E ALONG WEST RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 1, ALSO KNOWN AS FLORIDA STATE ROAD NO. 5, ALSO KNOWN AS OCEAN DRIVE, RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NORTH AMERICAN DATUM OF 1983 (1990 ADJUSTMENT) AND BASED ON FIELD MEASUREMENTS.
5. THE "DESCRIPTION" SHOWN HEREON WAS PREPARED BY THE SURVEYOR.
6. DATA SHOWN HEREON WAS COMPILED FROM THE INSTRUMENTS OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AND DOES NOT CONSTITUTE A FIELD SURVEY AS SUCH.

CERTIFICATE:

I HEREBY CERTIFY THAT THE ATTACHED SKETCH AND DESCRIPTION OF THE HEREON DESCRIBED PROPERTY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS PREPARED UNDER MY DIRECTION ON FEBRUARY 12, 2026. I FURTHER CERTIFY THAT THIS SKETCH AND DESCRIPTION MEETS THE STANDARDS OF PRACTICE SET FORTH IN RULE 5J-17, FLORIDA ADMINISTRATIVE CODE, ADOPTED BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO FLORIDA STATUTES CHAPTER 472.027.

THIS IS NOT A SURVEY**SHEET 1 OF 3**

CAULFIELD & WHEELER, INC.

CIVIL ENGINEERING

LANDSCAPE ARCHITECTURE - SURVEYING

7900 GLADES ROAD - SUITE 100

BOCA RATON, FLORIDA 33434

PHONE (561)-392-1991 / FAX (561)-750-1452

DAVID P. LINDLEY
REGISTERED LAND
SURVEYOR NO. 5005
STATE OF FLORIDA
L.B. 3591

**OLYMPUS DRIVE LOT SPLIT WEST PARCEL
SKETCH AND DESCRIPTION**

DATE 2/12/2026

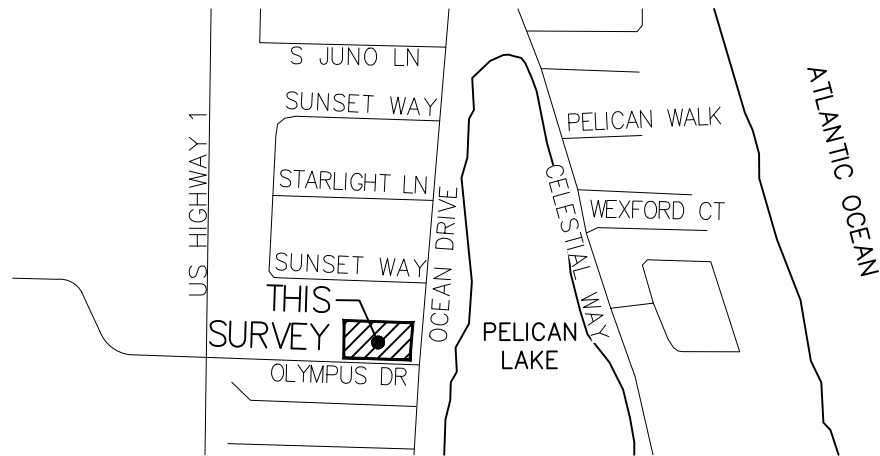
DRAWN BY dl

F.B./ PG. N/A

SCALE NONE

JOB NO. 118 130

LOCATION MAP
(NOT TO SCALE)



LEGEND/ABBREVIATIONS:

- ℄ - CENTERLINE
- LB - LICENSED BUSINESS
- O.R.B. - OFFICIAL RECORDS BOOK
- P.B. - PLAT BOOK
- DE - DRAINAGE EASEMENT
- P.O.B. - POINT OF BEGINNING
- P.O.C. - POINT OF COMMENCEMENT
- R/W - RIGHT-OF-WAY
- PG(S). - PAGE(S)
- UE - UTILITY EASEMENT
- P.U.D. - PLANNED UNIT DEVELOPMENT
- L - ARC LENGTH
- R - RADIUS
- Δ - DELTA (CENTRAL ANGLE)

THIS IS NOT A SURVEY

SHEET 2 OF 3



CAULFIELD & WHEELER, INC.

CIVIL ENGINEERING

LANDSCAPE ARCHITECTURE - SURVEYING

7900 GLADES ROAD - SUITE 100

BOCA RATON, FLORIDA 33434

PHONE (561)-392-1991 / FAX (561)-750-1452

OLYMPUS DRIVE LOT SPLIT WEST PARCEL
SKETCH AND DESCRIPTION

DATE 2/12/2026

DRAWN BY dl

F.B./ PG. N/A

SCALE NONE

JOB NO. 118

CFN 20150139533
OR BK 27473 PG 1565
RECORDED 04/17/2015 10:48:29
Palm Beach County, Florida
AMT 950,000.00
DEED DOC 6,650.00
Sharon R. Bock
CLERK & COMPTROLLER
Pgs 1565-1566; (2Pgs)

Prepared by and return to:

Carlos J. Berrocal, Attorney at Law
Jones, Foster, Johnston & Stubbs, P.A.
4741 Military Trail, Suite 200
Jupiter, FL 33458
561-659-3000
File Number: 27721.2

Consideration: \$950,000.00

[Space Above This Line For Recording Data]

Warranty Deed

This Warranty Deed made this 16th day of April, 2015, between **T. Bragg McLeod, a single man**, whose post office address is **P.O. Box 709376, Charlotte, NC 28206**, grantor, and **Edgar Abovich and Leonora Abovich, husband and wife**, whose post office address is **878 Lakeside Drive, North Palm Beach, FL 33408**, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in **Palm Beach County, Florida**, to-wit:

The North 125 feet of the South 155 feet of Lot 32, LESS the West 400 feet, (measured along the North and South lines thereof), JUNO BEACH, Palm Beach County, Florida according to the Plat thereof on file in the Office of the Clerk of the Circuit Court in and for Palm Beach County, Florida as in Plat Book 22, Page 49.

Parcel Identification Number: 28-43-41-28-01-000-0324

SUBJECT TO restrictions, reservations, conditions, dedications, limitations and easements of record, and taxes for the current year and all subsequent years.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

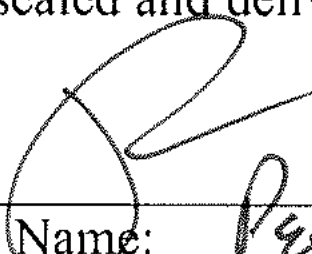
And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2014.

DoubleTime®

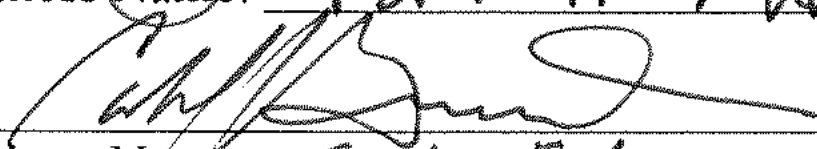
In Witness Whereof, grantor has hereunto set gra

Signed, sealed and delivered in our presence:

Witness Name:


Peter H. Martin

Witness Name:


Carlo J. Berrocal

State of Florida
County of Palm Beach

The foregoing instrument was acknowledged before
personally known or [] has produced a driver's licen

[Notary Seal]

Warranty Deed - Page 2

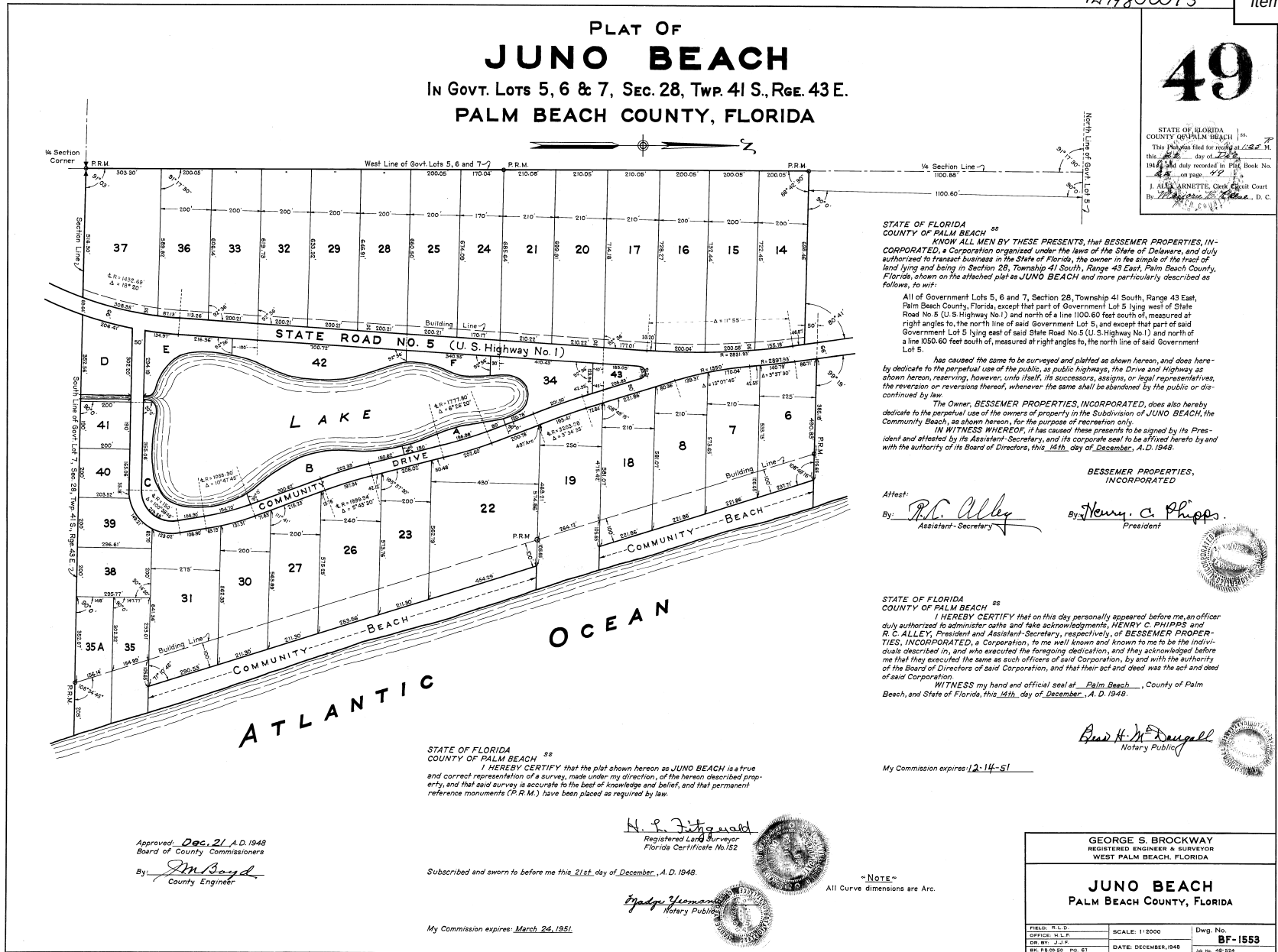
NOT A CERTIFIED COPY

PL194800043

Item #10.

49

STATE OF FLORIDA
COUNTY OF PALM BEACH
This Plat was filed for record at 12:22 P.M.
this 21st day of December, 1948.
1948 and duly recorded in Plat Book No.
1948 on page 49.
J. ALAN ARNETTE, Clerk Circuit Court
By *[Signature]*, D. C.



March 27, 2026

Town of Juno Beach
340 Ocean Drive
Juno Beach, Florida 33408

Attention: Mr. Frank Davila

Reference: 401 Olympus Lot Split
Town of Juno Beach, Florida

Dear Mr. Davila:

Our office has reviewed the provided documentation for the DeMinimus simple lot split for the above referenced property and has no objections to processing the request of the applicant. All of the provided documentation appears to substantially conform to the Town of Juno Beach Minimum standards.

If you have any questions or require any additional information, please contact our office.

Sincerely,

SIMMONS & WHITE, INC.



Paul A. Buri, P.E.

PAB/pb x:/docs/miscltr/buri/26004.3davalaltr



UTILITIES DEPARTMENT

April 13, 2026

Edgar Abovich
12375 Indian Road
North Palm Beach, FL 33408

Re: Allocation of Capacity– Abovich Project

Dear Edgar,

This letter shall confirm that the referenced property at 401 Olympus Drive, North Palm Beach, FL 33408 has a reserved capacity for 2.5 ERC and that no additional capacity reservation is required at this time. Should the final designed systems or actual water usage dictate the need for additional capacity reservation the Town will require additional fees. Irrigation use is not included in the current capacity reservation and would require additional fees.

Sincerely,

Ryan Sancilio
Customer Service & Billing Manager
Email: RyanS@jupiter.fl.us

cc: Brittany George, Business Administrator
Dana Shelley, Accountant



LOXAHATCHEE RIVER DISTRICT

2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458

TEL: (561) 747-5700

FAX: (561) 747-9929

Item #10.

D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR

loxahatcheeriver.org

April 14, 2026

Edgar Abovich
12375 Indian Rd
N Palm Beach, FL 33408

Re: 401 Olympus Dr., Juno Beach, FL
PCN: 28-43-41-28-01-000-0324
Sanitary Sewer Availability

To Whom It May Concern:

This letter is provided in response to a recent request by Samuel Polacek of Cotleur & Hearing, concerning sanitary sewer service availability for the subject property.

Please be advised that, as of this date, sanitary sewer service is provided to the subject property. Consistent with District policy, the Developer will be responsible for all costs associated with installation and/or modification of infrastructure in accordance with the District Rules to maintain connection to the existing wastewater system of the District. District Rule 31-10 is available for your review on our website at www.loxahatcheeriver.org.

Should you require additional information on this matter, please contact the District Engineering Department at (561) 747-5700, Option 3.

Sincerely,

Courtney M. Jones, P.E.
Director of Engineering

Cc: Kris Dean, P.E. – Deputy Executive Director
Samuel Polacek – Cotleur & Hearing

Kevin L. Baker
CHAIRMAN

Dr. Matt H. Rostock
BOARD MEMBER

Stephen B. Rockoff
BOARD MEMBER

Gordon M. Boggie
BOARD MEMBER



Florida Power & Light Company

April 21, 2026

Cotleur & Hearing - Landscape Architects
1934 Commerce Lane Suite 1
Jupiter, FL, 33458

Re: 401 Olympus Drive, Juno Beach, 33408

Dear Mr. Moynihan:

This is to confirm that, at the present time, FPL has sufficient capacity to provide electric service to the above captioned property. We have the ability to provide electric service even if the subject property is split into two lots. This service will be furnished in accordance with applicable rates, rules and regulations. Preliminary analysis of your request has indicated that a line extension will be required and will most likely require a Contribution in Aid of Construction to be paid in order to provide service.

Please provide the final site plan, site survey and electrical load data as soon as possible so the necessary engineering can begin.

Early contact with FPL is essential so that resources may be scheduled to facilitate availability of service when required.

Sincerely,

Reagan Alexander

Reagan Alexander
Engineering Leader

Account Information

Property Control Number: 28-43-41-28-01-000-0324	Owner Name: ABOVICH EDGAR &	Status: Active
---	--------------------------------	-------------------

Last updated: 4/13/2026 10:14:28 AM

Tax Distribution by Fund Summary

i For information regarding the charges listed here, please contact the respective taxing agency directly [via the information provided here.](#)

Ad Valorem	Gross Tax	Credit	Net Tax	Savings
▲ Type : Ad Valorem				
TOWN OF JUNO BEACH	\$2,877.60	\$0.00	\$2,877.60	\$0.00
LIBRARY	\$868.42	\$0.00	\$868.42	\$0.00
COUNTY	\$7,169.09	\$0.00	\$7,169.09	\$0.00
SO FLA WATER MANAGEMENT DIST.	\$363.92	\$0.00	\$363.92	\$0.00
SCHOOL	\$13,914.90	\$0.00	\$13,914.90	\$0.00
CHILDRENS SERVICES COUNCIL	\$776.22	\$0.00	\$776.22	\$0.00
F.I.N.D.	\$42.70	\$0.00	\$42.70	\$0.00
PBC HEALTH CARE DISTRICT	\$1,037.64	\$0.00	\$1,037.64	\$0.00
JUPITER INLET DISTRICT	\$114.19	\$0.00	\$114.19	\$0.00
FIRE/RESCUE MSTU	\$5,469.10	\$0.00	\$5,469.10	\$0.00
Subtotal	Gross Tax	Credit	Net Tax	Savings
	\$32,633.78	\$0.00	\$32,633.78	\$0.00

Grand Total	Gross Tax	Credit	Net Tax	Savings
	\$32,633.78	\$0.00	\$32,633.78	\$0.00

Non Ad Valorem	Gross Tax	Credit	Net Tax	Savings
▲ Type : Non-Ad Valorem				
LOXAHATCHEE RIVER ENVIRONMENT	\$865.98	\$0.00	\$865.98	\$0.00
Sub Total	Gross Tax	Credit	Net Tax	Savings
	\$865.98	\$0.00	\$865.98	\$0.00

Grand Total	Gross Tax	Credit	Net Tax	Savings

	\$865.98	\$0.00	\$865.98	Item #10.
--	----------	--------	----------	-----------

▼ **Type** : Ad Valorem

▼ **Type** : Non-Ad Valorem

Grand Total	Gross Tax	Credit	Net Tax	Savings
	\$33,499.76	\$0.00	\$33,499.76	\$0.00

Download Your Tax Bill

 Original

 Tax Distribution by Fund Detail - Select to Expand

 Payment History

Bill Year	Bill Number	Last Paid	Paid By	Receipt Number	Amount Paid
2025	101418814	11/25/25	Leonora Abovich	B26.286437	\$32,159.77



To: Town Council
Date: May 20, 2026
Prepared By: Frank M. Davila, CFM, Director of Planning and Zoning
Item Title: Ordinance 800 – Amending Floodplain Regulation Definitions (Second Reading)

BACKGROUND:

Proposed Ordinance No. 800 seeks to amend the Town Code of Ordinances to align with enacted state legislation (Senate Bill 180, which regulates how local governments calculate “substantial improvement” (SI) and “substantial damage” (SD)).

The Town of Juno Beach participates in the National Flood Insurance Program’s Community Rating System (CRS). Historically, to encourage the transition of nonconforming structures to modern safety standards and to discourage "phased" construction designed to bypass flood regulations, the Town elected to enforce a **10-year cumulative period** for SI/SD calculations.

However, during the 2025 Legislative Session, Senate Bill 180 was signed into law. This legislation expressly prohibits municipalities from adopting or enforcing any ordinance that includes a cumulative period for substantial improvements or repairs.

DISCUSSION:

To ensure compliance with the state mandate, Town Staff proposes Ordinance 800 to amend the definitions currently found in Section 7-12 of the Town Code.

- **Current Regulation:** The Code currently mandates a 10-year cumulative look-back period for both substantial damage and improvements.
- **Proposed Revision:** In accordance with SB 180, the existing language regarding the 10-year cumulative period will be stricken. (See attached Ordinance No. 800).
- **Effective Date:** Staff proposes that this ordinance become effective immediately following approval by the Town Council upon its second reading.

REGULATORY ENFORCEMENT POST-SB 180: It is important to clarify that while Senate Bill 180 eliminates the cumulative "look-back" period, it does not vacate the Town’s authority to enforce Substantial Improvement or Substantial Damage requirements for individual permits. The Town remains obligated to apply the 50% threshold to any single project or permit application. Furthermore, the Town retains the administrative authority to deny "phased" permit applications (permit splitting) in instances

where an applicant intentionally divides a single project into multiple components to circumvent the Florida Building Code or federal floodplain management requirements.

RECOMMENDATION:

Staff recommends that the Town Council review and approve Ordinance No. 800 on second reading.

ATTACHMENT(S):

- Proposed Ordinance No. 800.
- F.S. 163.31795 Participation in the National Flood Insurance Program.

TOWN OF JUNO BEACH, FLORIDA

ORDINANCE NO. 800

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, AMENDING SECTION 7-12, "DEFINITIONS," OF ARTICLE II, "DEFINITIONS," OF CHAPTER 7, "FLOODPLAIN REGULATIONS" OF THE TOWN CODE OF ORDINANCES TO CONFORM WITH THE PROVISIONS OF CHAPTER 2025-190, LAWS OF FLORIDA RELATED TO SUBSTANTIAL IMPROVEMENT AND SUBSTANTIAL DAMAGE; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE

WHEREAS, Article VIII of the State Constitution and Chapter 166, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, SB 180 (2025), codified as Chapter 2025-190, Laws of Florida, regulates how local governments calculate "substantial improvement" and "substantial damage" to eliminate a cumulative "look-back" period; and

WHEREAS, the Town Council wishes to amend Section 7-12, "Definitions," of Article II, "Definitions," of Chapter 7, "Floodplain Regulations," of the Town Code of Ordinances to conform with Chapter 2025-190, Laws of Florida; and

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

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

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

Section 2. The Town Council hereby amends Section 7-12, "Definitions," of Article II, "Definitions," of Chapter 7, "Floodplain Regulations," of the Town Code of Ordinances as set forth below. For purposes of this Ordinance, underlined type shall constitute additions to the original text, *** shall constitute ellipses to the original text and ~~strike through~~ shall constitute deletions to the original text.

Sec. 7-12. - Definitions.

1 *Substantial damage.* Damage of any origin sustained by a building or structure
2 whereby the cost of restoring the building or structure to its before-damaged
3 condition would equal or exceed 50 percent of the market value of the building or
4 structure before the damage occurred. ~~The term also includes flood-related~~
5 ~~damage sustained by a structure on two separate occasions during a ten year~~
6 ~~period for which the cost of the repairs at the time of each such flood event, on~~
7 ~~average, equals or exceeds 25 percent of the market value of the structure~~
8 ~~before the damage occurred. [Also defined in FBC, B Section 1612.2.]~~

9
10 *Substantial improvement.* Any combination of repair, reconstruction,
11 rehabilitation, addition, or other improvement of a building or structure ~~taking~~
12 ~~place during a ten year period, the cumulative cost of which equals or exceeds~~
13 50 percent of the market value of the building or structure before
14 the improvement or repair is started. ~~For each building or structure, the ten year~~
15 ~~period begins on the date of the first permit issued for improvement or repair of~~
16 ~~that building or structure subsequent to June 1, 1993. If the structure has~~
17 incurred "substantial damage," any repairs are
18 considered substantial improvement regardless of the actual repair work
19 performed. The term does not, however, include either: ~~[Also defined in FBC, B,~~
20 ~~Section 1612.2.]~~

21 (1) Any project for improvement of a building required to correct existing
22 health, sanitary, or safety code violations identified by the building official
23 and that are the minimum necessary to assure safe living conditions.

24 (2) Any alteration of a historic structure provided the alteration will not
25 preclude the structure's continued designation as a historic structure.

26
27 **Section 3.** All ordinances or parts of ordinances of the Town of Juno Beach,
28 Florida, which are conflict with this Ordinance, are hereby repealed to extent of such
29 conflict.

30
31 **Section 4.** The provisions of this Ordinance shall become and be made a part
32 of the Zoning Code of the Town of Juno Beach, Florida. The sections of this Ordinance
33 may be renumbered or relettered to accomplish such, and the word "ordinance" may be
34 changed to "section," "article" or any other appropriate word.

35
36 **Section 5.** If any section, paragraph, sentence, clause, phrase, or word of this
37 Ordinance is for any reason held by a court of competent jurisdiction to be
38 unconstitutional, inoperative or void, such holding shall not affect the remainder of the
39 Ordinance.

40
41 **Section 6.** This Ordinance shall be effective immediately upon final adoption.

42
43
44 [Remainder of page intentionally blank]
45

FIRST READING this ____ day of _____, 2026.

SECOND, FINAL READING AND ADOPTION this ____ day of _____, 2026.

AYE

NAY

DAVE SANTILLI, MAYOR

AYE

NAY

DIANA DAVIS VICE MAYOR

AYE

NAY

DD HALPERN, VICE MAYOR PRO TEM

AYE

NAY

SCOTT SHAW, COUNCILMEMBER

AYE

NAY

MAX FRASER, COUNCILMEMBER

ATTEST:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

CAITLIN E. COPELAND-RODRIGUEZ, MMC
TOWN CLERK

TG LAW PLLC
TOWN ATTORNEY

Select Year: 2025 ▼ Go

The 2025 Florida Statutes

[Title XI](#)
COUNTY ORGANIZATION AND INTERGOVERNMENTAL
RELATIONS

[Chapter 163](#)
INTERGOVERNMENTAL
PROGRAMS

[View Entire
Chapter](#)

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.

History.—s. 2, ch. 2025-190.

Copyright © 1995-2026 The Florida Legislature • [Privacy Statement](#) • [Contact Us](#)



Meeting Name: Planning & Zoning Board

Meeting Date: May 20, 2026

Prepared By: Stephen Mayer

Item Title: Ordinance 798 - Amendment to the Town of Juno Beach Comprehensive Development Plan, Infrastructure Element, to update and implement its ten (10)-year Water Facilities Supply Work Plan (First Reading)

BACKGROUND:

Planning and Zoning Board Recommendation

At the May 4, 2026, the Planning and Zoning Board hearing, (Huval/Bauch) made a motion and the board recommended unanimous approval of Ordinance No. 798 to the Town Council. After further discussion of the item, (Graboski/Reimers) made a motion to recommend that the Town Council review and take a harder look at the section and make any revisions they feel appropriate and the board recommended unanimous approval of the second and related motion.

Staff Initiated Review for State Compliance

Staff has initiated the update of the Town's Comprehensive Development Plan based on Objective 10 of the Infrastructure Element, which states that the Town shall maintain a Ten (10) Year Water Facilities Supply Work Plan (WSFWP). Please see the Objective and its corresponding Policy below:

Objective 10: The Town shall adopt and maintain a Ten (10) Year Water Supply Facilities Work Plan (WSFWP).

Policy 10.1: The "Ten (10) Year Water Supply Facilities Work Plan" shall be adopted as part of this INFRASTRUCTURE element of the Town of Juno Beach Comprehensive Plan. The Town shall amend this Comprehensive Plan and 10-Year Water Supply Facilities Work Plan within eighteen (18) months of a South Florida Water Management District (SFWMD) regional water plan update when approved by their governing board.

Policy 7.7 also states that the Town shall update the plan every 5 years to incorporate any necessary changes.

Policy 7.7: Every 5 years, the Town shall incorporate necessary 10-Year Water Supply Plan directives.

The last update to the Ten (10) Year Water Facilities Supply Plan was adopted with the Town's last Evaluation and Appraisal Report (EAR) amendments in 2021, therefore, it is necessary for staff to update the plan accordingly.

DISCUSSION:

Staff is providing the proposed Comprehensive Development Plan with staff-initiated changes as part of the update to the Infrastructure Element as part of an evaluation of the water facilities plan every five years. The proposed language is initiated by staff to address the Ten (10) year Water Facilities Supply Work Plan requirement. These changes are noted with underlining for new language, and a ~~strikethrough~~ for deleted language.

The Town has established, through Policy 1.1, Table 2, minimum commitments of potable water, sanitary sewer, and stormwater management.

Policy 1.1: Public facility Level of Service (LOS) standards, as displayed on TABLE 2, are hereby adopted and shall be used as the basis for estimating the availability of capacity and demand generated by a proposed development project.

Staff verified the Level of Service (LOS) standards in Table 2 with the service providers responsible for providing those services. These minimum standards are accurate and require no changes.

Staff is required to maintain the plan, which is located within the Infrastructure Element. Staff, with the assistance of our comprehensive plan consultant Mr. Jack Horniman, updated the date referenced for the South Florida Water Management District's water supply plan, which was most recently updated in September 2024. The update is consistent with those in previous plans and continue to influence water supply planning efforts in the Lower East Coast (LEC) Planning Area. The regional issues that the LEC area faces have been updated to reflect their new plan.

In coordination with Palm Beach County Planning and Zoning Division, and the Town of Jupiter Water Utilities Department, staff was able to update the Population and Potable Water Demand Projections and determine that the relative portion that the Town of Jupiter provides services for Juno Beach is relatively the same as the most recent update and may in fact decrease from 4.4% to 4.2%. Therefore, staff does not anticipate significant changes regarding the demand for the Town of Juno Beach on water services.

Staff verified the contractual water use permit obligations with Seacoast Utility Authority (SUA) remain as it exists until 2032. The permit allocated 240 gallons per capita per day, which sufficiently yields the minimum Level of Service standards established by the WSFWP. Staff verified with Mr. Rim Bishop of SUA to ensure that the Juno Beach portion of the demand is being met today and will continue to be met during the 10-year planning period and beyond.

RECOMMENDATION:

Staff recommends that the Planning and Zoning Board review the information that has been provided, and consider approval or denial, or approval with modifications to implement its evaluation of the ten (10)-

year Water Facilities Supply Work Plan, and adopt the staff initiated proposed text changes to the Infrastructure Element.

ATTACHMENTS:

Attachment 1 - Ordinance 798

Attachment 2 - Infrastructure Element strike through and underline

TOWN OF JUNO BEACH, FLORIDA

ORDINANCE NO. 798

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH, FLORIDA, ADOPTING AMENDMENTS TO ITS COMPREHENSIVE PLAN BY AMENDING THE INFRASTRUCTURE ELEMENT AND ANY OTHER ELEMENTS OF THE COMPREHENSIVE PLAN, AS APPLICABLE, BASED ON AN UPDATED TEN (10) YEAR WATER FACILITIES SUPPLY WORK PLAN; PROVIDING FOR TRANSMITTAL; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, Article VIII of the State Constitution and Chapter 166, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, and may exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, the Town Council of the Town of Juno Beach, Florida, pursuant to its as authority vested in Chapter 163 and Chapter 166, Florida Statutes, is authorized and empowered to consider changes to its Comprehensive Plan; and

WHEREAS, the Town Council has caused to be prepared an updated Ten (10) Year Water Facilities Supply Work Plan (the "Water Plan"); and

WHEREAS, in accordance with the Water Plan, an amendment to the Town's Comprehensive Plan, including but not limited to the Infrastructure Element, has been prepared, and is attached hereto and incorporated herein as Exhibit "A" (the "Comprehensive Plan Amendment"); and

WHEREAS, the Town of Juno Beach Planning and Zoning Board, sitting as the Local Planning Agency ("LPA"), held a public hearing on May 4, 2026, and recommends [approval/denial] of the Comprehensive Plan Amendment to the Town Council; and

WHEREAS, the Town Council, having considered the recommendation of the LPA, conducted the required public hearings, and having given this matter due consideration, determines that the adoption of the Comprehensive Plan Amendment is in the best interests of the health, safety, and general welfare of the Town and its residents.

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

1 **Section 1.** The foregoing “Whereas” clauses are hereby ratified as true and
2 correct legislative findings of the Town Council of the Town of Juno Beach and are
3 incorporated herein.
4

5 **Section 2.** The Town Council hereby adopts and approves the amendments to
6 the Comprehensive Plan, as fully set forth in **Exhibit "A"** attached hereto and
7 incorporated herein by reference (the “Comprehensive Plan Amendment”).
8

9 **Section 3.** In accordance with Section 163.3184(3), Florida Statutes, the Town
10 Clerk is hereby directed to transmit the Comprehensive Plan Amendment and any
11 supporting data and analyses, to all reviewing agencies, and to any other unit of local
12 government or state agency that has filed a written request for the same, within ten (10)
13 working days after the initial public hearing.
14

15 **Section 4.** In accordance with Section 163.3184(3), Florida Statutes, the Town
16 Clerk is hereby directed to transmit the Comprehensive Plan Amendment and any
17 supporting data and analyses, to all reviewing agencies, and to any other unit of local
18 government or state agency that has filed a written request for the same, within thirty
19 (30) working days after the final adoption hearing.
20

21 **Section 5.** All ordinances or parts of ordinances of the Town of Juno Beach,
22 Florida, which are conflict with this Ordinance, are hereby repealed to extent of such
23 conflict.
24

25 **Section 6.** If any section, paragraph, sentence, clause, phrase, or word of this
26 Ordinance is for any reason held by a court of competent jurisdiction to be
27 unconstitutional, inoperative or void, such holding shall not affect the remainder of the
28 Ordinance.
29

30 **Section 7.** This Ordinance shall become effective thirty-one (31) days after the
31 State Land Planning Agency notifies the Town that the comprehensive plan amendment
32 package is complete or if timely challenged, this Ordinance shall be effective upon entry
33 of a final order by the State Land Planning Agency or the Administration Commission
34 determining the adopted amendment to be in compliance.
35
36
37

38 [Remainder of page intentionally blank]
39

FIRST READING this ____ day of _____, 2026

SECOND, FINAL READING AND ADOPTION this ____ day of _____, 2026.

AYE

NAY

DAVE SANTILLI, MAYOR

AYE

NAY

DIANA DAVIS VICE MAYOR

AYE

NAY

DD HALPERN, VICE MAYOR PRO TEM

AYE

NAY

SCOTT SHAW, COUNCILMEMBER

AYE

NAY

MAX FRASER, COUNCILMEMBER

ATTEST:

APPROVED AS TO FORM AND LEGAL
SUFFICIENCY:

CAITLIN E. COPELAND-RODRIGUEZ, MMC
TOWN CLERK

TG LAW PLLC
TOWN ATTORNEY

INFRASTRUCTURE

(Sanitary Sewer, Solid Waste, Stormwater Management, Potable Water and Natural Groundwater Aquifer Recharge)

- GOAL:** “Existing and needed future public facilities shall be provided and maintained in a manner to: (1) provide consistent service levels throughout the Town; (2) protect public and private investments; (3) promote orderly, compact urban growth; and, (4) ensure the health, safety and welfare of Town residents.”
- Objective 1:** To ensure through the land development approval process, at the time a building permit is issued, adequate public facility capacity is available or will be available, at the time of occupancy.
- Policy 1.1:** Public facility Level of Service (LOS) standards, as displayed on TABLE 2, are hereby adopted and shall be used as the basis for estimating the availability of capacity and demand generated by a proposed development project.
- Policy 1.2:** All development and/or redevelopment activities shall be undertaken in a manner consistent with adopted LOS standards.
- Policy 1.3:** The Planning & Zoning Department and Public Works Department shall, in cooperation with public utility service providers, develop procedures to update facility demand and capacity information as development permits are issued.
- Policy 1.4:** Unless specifically permitted by Palm Beach County Environmental Control Rule #1, prohibit the installation of additional septic tank systems within the Town and require all new developments to be served by a central wastewater system.
- Policy 1.5:** Prohibit the installation of new wells for potable water use; However, replacement or repair of existing wells for this purpose shall be permitted until such time requirements are established to connect into a central system. Require all new developments to be served by a central potable water system.
- Policy 1.6:** Consistent with health and safety, sanitary sewer, solid waste, drainage, adequate water supplies, and potable water facilities shall be in place and available to serve new developments no later than the issuance by the Town of a Certificate of Occupancy (CO) or its functional equivalent. Prior to approval of a building permit or its functional equivalent, the Town shall consult with the appropriate water utility to determine whether adequate water supplies to serve the new development will be available no later than the anticipated date of issuance of the Town’s Certificate of Occupancy or its functional equivalent. The Town may meet the concurrency requirement for sanitary sewer through the use of on-

site sewage treatment and disposal systems approved by the Department of Health to serve new development.

TABLE 2
LEVEL OF SERVICE STANDARDS

POTABLE WATER

The Town has established minimum commitments of water supply for residential and commercial/industrial land uses/customers. Those minimum levels of service are:

Jupiter Water Department Service Area:

- 153 gallons per day per capita (residential)
- 100 gallons per day/1000 square feet (commercial/industrial)

Seacoast Utility Authority Service Area:

- 89 gallons per day per capital (all uses)

Potable water service areas are more clearly outlined in Figure 5.1

SANITARY SEWER

The Town has established minimum commitments of sanitary sewage sewer levels of service for residential and commercial/industrial land uses/customers. Those minimum levels of service are:

Loxahatchee River District (LRD):

- 150 gallons per capita per day

Seacoast Utility Authority:

- 107 gallons per capita per day

Sanitary sewer service areas are more clearly identified in Figure 5.2.

Individual Systems:

Average Day Sewage Generation Rate

One (1) septic tank per lot based on a minimum lot criteria established in Palm Beach County Environmental Rule #1.

The use of existing, properly constructed and functioning septic tank systems within the Town is acceptable; however, when analysis indicates that septic tank systems are adversely impacting the environment according to State Water Quality Standards (Chapter 62-302, FAC for surface water, Chapter 62-520, FAC for groundwater and Chapter 64E-9, FAC for bathing places) and that public health standards are endangered, septic tank systems causing the situation will be repaired or replaced.

When a central sanitary sewer system becomes available to currently non-serviced areas, or the current septic tank systems fail to meet Water Quality Standards and endanger the public health, hook-up to the central system shall be required; and, the Palm Beach County LOS Standard of 100 gallons per capita per day shall be the standard implemented.

STORMWATER MANAGEMENT

Design Storm

(in existing developed areas)

Level of Service (LOS)

Northern/Southern Drainage Areas:

Five (5) year frequency, 24 hour duration (one-day); rainfall intensity curve.

Central Drainage Area:

Three (3) year frequency, 24-hour duration (one-day); rainfall intensity curve.

Design Storm

(for future development of existing vacant areas)

Northern/Southern Drainage Areas:

Level of Service (LOS)

1.99 acres & Below

Five (5) Year Frequency, 24 hour duration (1 Day); rainfall intensity curve.

2.0 – 5.99 Acres

Five (5) Year Frequency, 72 hour duration (3 Day); rainfall intensity curve.

6.0 – 9.99 Acres

Ten (10) Year Frequency, 72³ hour duration (3 Day); rainfall intensity curve.

10.0 Acres +

Twenty-five (25) Year Frequency, 72³ hour duration (3 Day); rainfall intensity curve.

Central Drainage Area:

Level of Service (LOS)

1.99 acres & Below	Three (3) Year Frequency, 24 hour duration (1 Day); rainfall intensity curve.
2.0 – 5.99 Acres	Five (5) Year Frequency, 24 hour duration (1 Day); rainfall intensity curve.
6.0 – 9.99 Acres	Ten (10) Year Frequency, 72 hour duration (3 Day); rainfall intensity curve.
10.0 Acres +	Twenty-five (25) Year Frequency, 72 hour duration (3 Day); rainfall intensity curve.

FLOOD PROTECTION

All Areas: All developments that are wholly within or partially within any flood hazard area shall follow the Floodplain Management Ordinance of the Town of Juno Beach.

WATER QUALITY

The Town shall comply with the South Florida Water Management Districts (SFWMD) requirements as identified under Part IV Chapter 373, Florida Statutes, and Rules Chapter 40E-4, and 40E-40, Florida Administrative Code.

*Based upon best available information.

Objective 2: To maintain a five (5) year schedule of capital improvement needs, to be updated annually, in conformance with the CAPITAL IMPROVEMENTS element (CIE). Capital improvements needs are defined as: (1) those improvements necessary to correct existing deficiencies in order to maximize the use of existing facilities; or, (2) those improvements necessary to meet projected future needs without encouraging urban sprawl.

Policy 2.1: Existing and potential deficiencies will be addressed by undertaking the following activities:

Sanitary Sewer –Any capital improvements projected to Loxahatchee River District (LRD) or Seacoast Utility Authority sanitary sewer system located within the corporate limits of the Town of Juno Beach shall be listed and identified in the Schedules of Improvements within the CIE.

Solid Waste – The program for centralized collection of toxic household and commercial wastes shall be maintained. Continue to request that the Solid Waste

Authority of Palm Beach County (SWA) to maintain a program for refuse separation within the Town.

Stormwater Management –Institute a program of annual inspections of the drainage system throughout Town as a means of monitoring the efficiency of the system. Results of the inspections and other general assessments of the drainage system serving Juno Beach shall be identified as required in its annual National Pollutant Discharge Elimination System (NPDES) Report. Any deficiencies requiring upgrades or new capital improvements shall be reflected, as appropriate, in the 5-Year Schedule of Improvements.

Potable Water –Any capital improvements projected by the Jupiter Water Department or Seacoast Utility Authority potable water system located within the corporate limits of the Town of Juno Beach shall be listed and identified in the Capital Improvement Plan within the CIE.

Groundwater Aquifer Recharge –Through the occupational license procedure, identify and regulate businesses that potentially could pollute the surrounding groundwater supply.

Policy 2.2: A Capital Improvements Coordinating Committee headed by, and appointed by, the Town Manager shall be created for the purpose of evaluating and ranking capital improvements projects proposed for inclusion in the five (5) year schedule of needs.

Policy 2.3: Guidelines shall be developed to evaluate and rank proposed capital improvement projects using the following, priority levels:

Level One – Whether the project is needed to protect health and safety in order to fulfill the Town’s legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities.

Level Two – Whether the project increases the efficiency of use of existing facilities, prevents or reduces future improvement costs, provides services to developed areas currently lacking full service, or promotes infill development.

Level Three – Whether the project represents a logical extension of facilities and services.

Objective 3: To continue to provide solid waste collection services and stormwater management to meet existing and projected future demands.

Policy 3.1: The basic solid waste collection service policy shall consist of the following components:

1. Maintain a high level of service for the residents of the Town with a system that ensures the lowest possible cost to Juno Beach taxpayers relative to the highest level of service.
2. Maintain a public information service in order to keep the citizens of the Town aware of collection schedules and placement of refuse containers, yard clippings, and other special wastes for collection.
3. Require a collection service that best serves the residents of Juno Beach.
4. Develop and maintain regulations that address, but not be limited to, the location of containers and other solid waste to be collected, requirements of residents to place solid waste for collection at a reasonably determined time prior to collection, and the enforcement of said regulations to avoid potential health hazards from solid waste being scattered about.

Policy 3.2: The basic stormwater management policy shall consist of the following components:

1. Continue routine maintenance of catch basins and conduits;_
2. Regulate swale plantings and sodding;_
3. Encourage appropriate land use activities in flood prone areas;_
4. Protect environmentally sensitive areas by controlling adjacent activities;_
5. Provide the use of street sweeping, when necessary;_
6. Require use of vegetation, mulches and berms for control of pollutants from construction sites;_
7. Enforce the Flood Protection Ordinance to maintain the flooding protection provided by natural features;
8. A priority function of Pelican Lake shall be as a stormwater retention lake.

Objective 4: To support the Solid Waste Authority of Palm Beach County as the provider of solid waste disposal services to the Town of Juno Beach in meeting existing and projected future demands.

Policy 4.1: Maintain and align the Town's recycling requirements with Florida Statutes, Section 403.706.

Objective 5: To continue to depend on current providers to operate sanitary sewer and potable water facilities to meet existing and projected future demands, unless it is determined that alternative operational mechanisms can be instituted to increase efficiency and quality of service within the Town of Juno Beach.

Policy 5.1: Require a consistent level of service for property owners and residents of the Town by service providers.

Policy 5.2: Require periodic monitoring of rate structures so that the lowest possible cost for established LOS standards results to Town taxpayers and/or residents.

- Policy 5.3: Periodically review operational responsibilities in light of developing and maintaining the most efficient service at the most reasonable cost.
- Policy 5.4: The use of existing properly constructed and functioning septic systems within the Town may be acceptable. However, when analysis indicates that septic tank systems are adversely impacting the environment, according to State Water Quality Standards, and public health standards are endangered, septic system causing the situation shall be repaired or replaced.
- Policy 5.5: When a central sanitary sewer system becomes available to existing non-sewer areas, of the existing septic systems fail to meet State Water Quality Standards, thereby endangering the public health, connection to the central system shall be required.
- Objective 6: To incorporate stormwater drainage regulations into the Subdivision Regulations Ordinance and Comprehensive Zoning Ordinance, where appropriate, which shall provide for protection of natural drainage features and ensure that future development utilizes stormwater management systems in a manner to protect the functions of recharge areas and natural drainage features.
- Policy 6.1: The Town shall remain abreast of new stormwater requirements as promulgated by the State and the South Florida Water Management District (SFWMD) and shall revise local policies and regulations, as necessary, to remain consistent with new requirements. –The Town shall limit post-development runoff rates and volumes to predevelopment conditions and preserve existing natural drainage features.
- Policy 6.2: Protect and preserve water quality by use of construction site Best Management Practices (BMPs) and the incorporation of techniques such as on-site retention, use of pervious surface and native vegetation.
- Policy 6.3: Work cooperatively with property owners, when necessary, in the development of erosion control plans where areas experience erosion of shorelines or banks.
- Policy 6.4: Review plans for future construction and development for compatibility with the natural landscape qualities and environmental characteristics and habitats existing within the Town.
- Policy 6.5: Continue to require the preservation, conservation and priority use of native vegetation in Juno Beach.
- Policy 6.6: Cooperate with the adjacent municipalities in an effort to protect and conserve unique vegetative communities that are common to and between jurisdictions.
- Policy 6.7: Continue to provide protection of the coastal dune by maintaining regulations and procedures that prevent the deterioration of the vegetation and structural quality of the coastal dune through the Town's zoning regulations.

- Policy 6.8: Develop regulations, as necessary and appropriate, that conserve the upland, coastal and wetland vegetative communities existing in Juno Beach.
- Policy 6.9: Protect endangered and/or threatened plant and vegetative communities from future development.
- Policy 6.10: Maintain and enforce land development regulations so that development is planned in accordance with natural characteristics of the land such as slope elevation, drainage patterns and natural vegetation.
- Objective 7: To actively participate in potable water supply, water conservation and water reuse programs of the Jupiter Water Utilities Department, Seacoast Utility Authority, and the South Florida Water Management District (SFWMD), on an ongoing and an emergency basis.
- Policy 7.1: The Town shall implement and enforce Water Shortage Emergency Provisions, established under Chapter 40E-21, Florida Administrative Code (F.A.C.), upon declaration of a water shortage emergency by the SFWMD, and reference the Palm Beach County Mandatory Year-Round Irrigation Conservation Measures (Section 3-7) as detailed in 40E-24, F.A.C. for successful implementation.
- Policy 7.2: Florida Friendly Landscaping practices shall be promoted by the Town when considering all proposals for development and/or redevelopment.
- Policy 7.3: The Town shall promote the use of low volume fixtures when reviewing all building permit applications.
- Policy 7.4: Promote and institute, where practical, water conservation techniques and programs in cooperation with potable water suppliers, the SFWMD and other applicable agencies and jurisdictions such as use of low volume plumbing fixtures, wastewater re-use, dual conveyance, gray water, and others, where feasible. -Also, encourage the use of low water use plumbing fixtures in all new buildings or in conjunction with permitted renovations in accord with Florida Water Conservation Act, Section 553.14, Florida Statutes and, promote educational programs and other conservation programs instituted by Seacoast Utilities and the Town of Jupiter Water Utilities Department.
- Policy 7.5: Encourage construction of water storage facilities consistent with the Town's water suppliers' Water Supply Facilities Work Plans to accommodate and conserve necessary future water needs.
- Policy 7.6: Cooperate and coordinate with Seacoast Utility Authority, Jupiter Water Utilities Department and the SFWMD in the preparation and updates to their Water Supply Facilities Work Plans to ensure applicable input of data and information pertinent to those Plans.

- Policy 7.7: Every 5 years, the Town shall incorporate necessary 10-Year Water Supply Plan directives.
- Policy 7.8: The Town shall encourage its water suppliers to consider revising potable water LOS standards to include residential and non-residential categories.
- Objective 8: The Town shall annually, in conjunction with the yearly budget process, evaluate the Town's drainage system to determine whether extension of, or increase in capacity of, drainage facility is necessary to meet future needs.
- Policy 8.1: The Public Works department shall inspect the Town's drainage system in accordance with the NPDES program to identify any needs and/or deficiencies.
- Policy 8.2: The Town shall continue to monitor the water quality in Pelican Lake and investigate the implementation of a storm event related sampling program to evaluate the effect stormwater quality has on the overall quality of the lake.
- Policy 8.3: All projects in excess of \$25,000.00 shall be submitted to the Capital Improvements Coordinating Committee and scheduled in the annual updates to the CIE of this Plan.
- Policy 8.4: Projects as they occur shall be incorporated into the Five Year Schedule of Improvements as presented in the CIE of this Plan.
- Policy 8.5: All applicable federal and state regulations shall be reviewed and the appropriate permits shall be obtained prior to the Town authorizing project construction.
- Policy 8.6: All improvements for replacement, expansion or increase in capacity of facilities shall comply with the adopted LOS standards identified in Policy 1.1 of this Plan.
- Objective 9: The Town shall engage with the SWA to ensure operation and maintenance of waste facilities that meet existing demands and coordinate and administer the extension of, or increase in the capacity of facilities to meet future needs within the Town of Juno Beach.
- Policy 9.1: The Town shall continually maintain a high level of coordination with the SWA in order to ensure the Town's input to the management of established landfill sites and the purchase/development of any future landfill sites, transfer stations and other alternative methods of solid waste disposal.
- Policy 9.2: The SWA shall be responsible for financing needed transfer and disposal facilities to serve the Town.
- Policy 9.3: The Town shall actively participate in the review of the SWA's Integrated Solid Waste Management which, is scheduled for updating every three (3) years after adoption.

- Policy 9.4: The Town shall continually encourage and work with the SWA to establish priorities for the replacement or correction of existing facility deficiencies and actively participate in the evaluation of future facility needs.
- Objective 10: The Town shall adopt and maintain a Ten (10) Year Water Supply Facilities Work Plan (WSFWP).
- Policy 10.1: The “Ten (10) Year Water Supply Facilities Work Plan” shall be adopted as part of this INFRASTRUCTURE element of the Town of Juno Beach Comprehensive Plan. The Town shall amend this Comprehensive Plan and 10-Year Water Supply Facilities Work Plan within eighteen (18) months of a South Florida Water Management District (SFWMD) regional water plan update when approved by their governing board.

Town of Juno Beach “Ten Year Water Supply Facilities Work Plan”

This section of the INFRASTRUCTURE element represents the “Ten (10) Year Water Supply Facilities Work Plan (WSFWP)” for the Town of Juno Beach.

As previously stated, the SFWMD adopted the Lower East Coast Regional Water Supply Plan update in ~~November 2018~~ September, 2024. Per Section 163.3117(c)3, Florida Statutes, municipalities and water suppliers must adopt a related WSFWP and supportive amendments to their comprehensive plans within eighteen (18) months of the LEC WSFWP.

Municipalities and local suppliers are required to coordinate with the SFWMD in the preparation of their WSFWP in order to identify needed facilities for at least the ten (10) year planning period, confirming that: (1) adequate water supply is available, considering the regional water supply plan; and, (2) infrastructure plans necessary to serve projected need have been prepared.

Specifically, WSFWP comprehensive plan amendments must:

- Demonstrate that the local government has coordinated with the appropriate water management district’s regional water supply plan, as well as all water suppliers.
- Ensure that the local government’s future land use plan is based upon the availability of adequate water supplies, public facilities, and services.
- Ensure that adequate water supplies and facilities are available to serve new development no later than the date on which the local government issues a certificate of occupancy, and consult with the applicable water supplier prior to approving a building permit to determine whether adequate water supplies will be available to serve new development by the anticipated issuance date of the certificate of occupancy.
- Revise the five-year schedule of capital improvements to include any water supply, reuse and conservation projects and programs to be implemented during the five-year period.

- Revise the Conservation Element to assess projected water needs and sources for at least a ten-year planning period, considering the appropriate regional water supply plan.
- To maintain internal consistency, revise the Intergovernmental Coordination Element to ensure coordination of the comprehensive plan with the regional water supply plan and regional water supply authorities.
- Clearly define responsibilities for planning, financing, construction and/or operation of the water supply facilities by all entities providing service within its jurisdiction, regardless of ownership responsibility for the individual facilities, including: (1) water supply source, service areas, existing demands and future projects; (2) treatment types and losses; (3) distribution facilities; and (4) bulk sales agreements.

The Town of Juno Beach does not own, operate or maintain potable water distribution system lines within the Town. Water treatment is provided by Seacoast Utility Authority and Jupiter Water Utilities Department. These service areas are outlined in the map/FIGURE 5.1. There are no Town-owned public water wellfields, or treatment and/or storage facilities located within the Town of Juno Beach municipal boundaries. Therefore, there are no “cones of influence” from public water wellfields that must be considered by the Town in the distribution and types of land use applied in Juno Beach.

As part of the site plan review and land development processes, the Town requires developers to coordinate with the Town’s water suppliers’ potable water systems being proposed for new developments. This is required to provide assurance that minimum level of service for potable water is maintained.

All of Juno Beach’s population is currently served by Seacoast Utility Authority’s and the Town of Jupiter Water Utilities Department’s central potable water distribution systems. –The entire Town of Juno Beach lies within the Seacoast Utility Authority and Town of Jupiter Water Utilities Department service areas as shown in the map FIGURE 5.1.

The following regional issues were identified in the ~~2018~~ 2024 SFWMD Lower East Coast Regional Water Supply ~~Facilities Work Plan Update~~ are consistent with those in previous plan updates and continue to influence water supply planning efforts in the LEC Planning Area: 1) ~~Fresh water and groundwater are limited; and future withdrawals could have impacts on the regional wetlands, existing legal issues and salt water intrusion. As a result, additional alternative water supplies need to be developed;~~ 2) ~~Surface water allocations from Lake Okeechobee and the Water Conservations Areas are limited in accordance with the Lake Okeechobee Restricted Allocation Area (RAA) criteria;~~ 3) ~~Construction of additional storage systems (e.g., reservoirs, aquifer storage and recovery systems) to capture wet season flow volumes will be necessary to increase water availability during dry conditions and attenuate damaging peak flow events from Lake Okeechobee;~~ 4) ~~Expanded use of reclaimed water is necessary to meet future water supply demands and the Ocean Outfall Law; and,~~ 5) ~~Expanded use of brackish groundwater from the~~

~~Floridan aquifer system requires careful planning and wellfield management to prevent undesirable changes in water quality.~~ 1) Increased withdrawals from the SAS are limited by the Biscayne Aquifer minimum flow and minimum water level (MFL). LEC Regional Water Availability criteria potential impacts on the regional system wetland pollution and existing legal users as well as the potential for saltwater intrusion of upcoming of relict seawater in the western portion of the planning area; 2) Available water supplies for allocation in eastern Hendry County from the Lower Tamiami Aquifer are constrained by the presence of isolated wetlands and the Lower West Coast Aquifers MFL which is discussed in detail in the '2022 Lower West Coast Water Supply Plan Update (SFWMD 2022a); 3) Specific surface water volumes in eastern Hendry County are identified for the Seminole Tribe of Florida Big Cypress Reservation in addition to a secondary irrigation supply from Lake Okeechobee; 4) Withdrawals from the FAS are expected to increase to meet future demands. Continued monitoring of water levels and water quality in the FAS is necessary to ensure long-term sustainability of the resource; 5) The C-51 Reservoir Phase 1 is envisioned to deliver 35 mgd of stored surface water to several PS utility wellfields to offset increased SAS withdrawals in Broward and Miami-Dade counties; 6) Climate change and sea level rise are increasingly likely to negatively affect the availability of freshwater resources in the LEC Planning Area; and 7) The new Lake Okeechobee System Operating Manual associated with completion of the Herbert Hoover Dike repairs will have effects on water supply and the Lake Okeechobee MFL. These issues are primarily relevant to the Seacoast Utilities and Town of Jupiter Water Utilities as the Town's water suppliers;. However, various conservation techniques are implemented by Juno Beach through Objectives and Policies adopted in this Comprehensive Plan and through land development regulations.

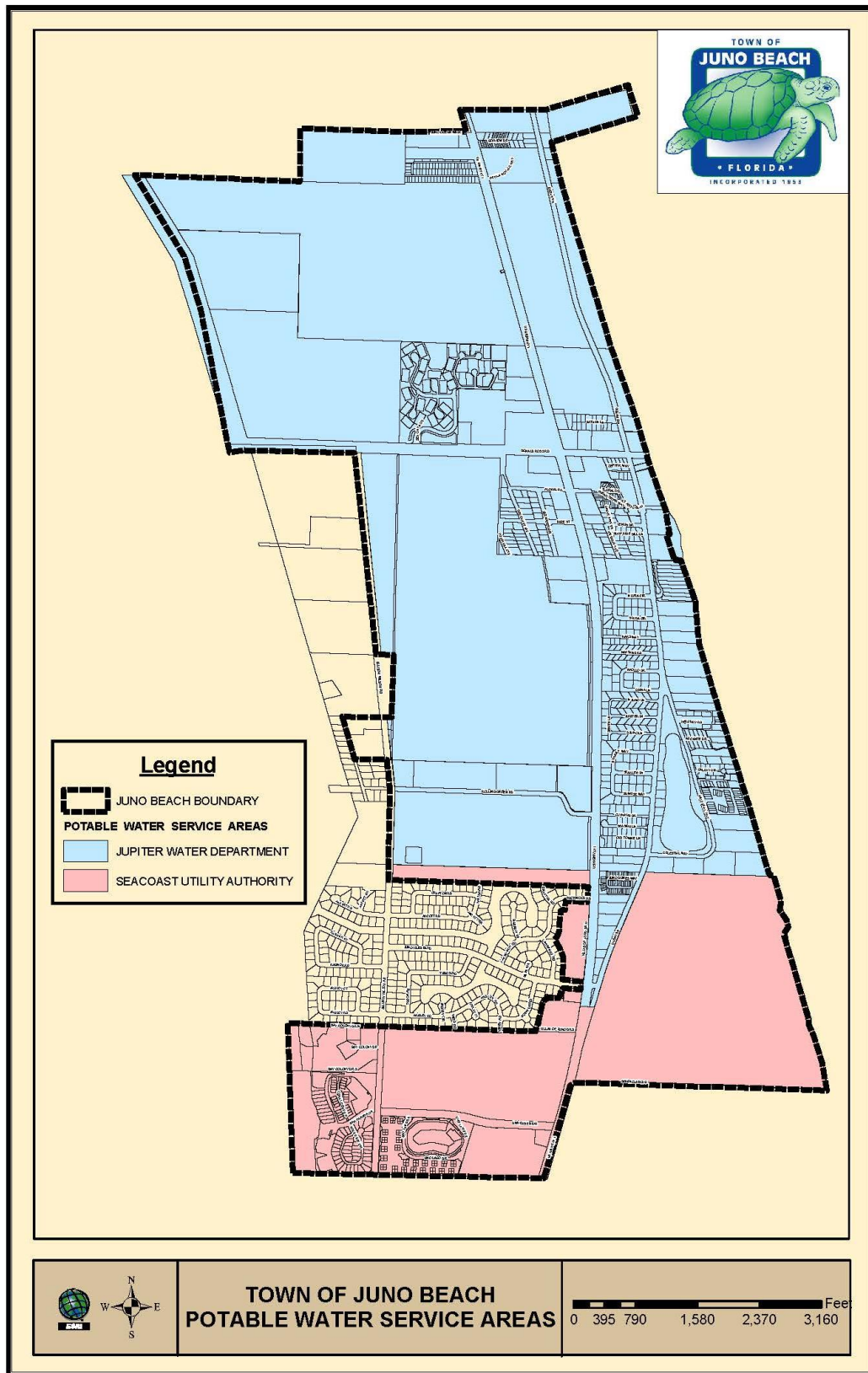


Figure 5.1

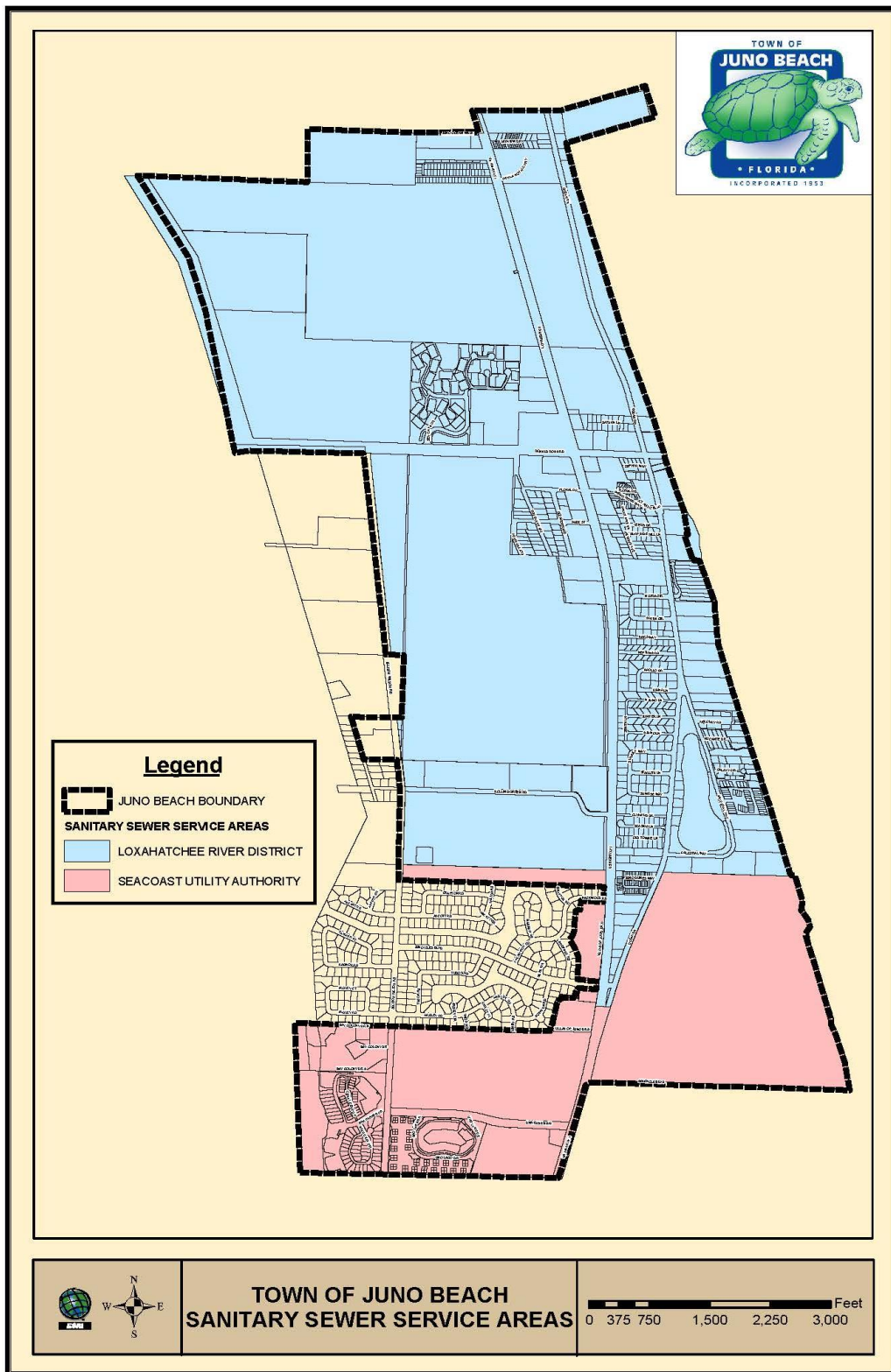


Figure 5.2

Water Supply Demand Projections

The Town's potable water LOS is consistent with those established by Seacoast Utility Authority and the Town of Jupiter Water Department. –Specifically, those LOS standards are identified below:

Town of Jupiter Water Utilities Department (Update/Steven)

The Town of Jupiter has established minimum commitments of water supply for residential and commercial/industrial land uses/customers. Those minimum levels of service are:

- 153 gallons per day per capita (residential)
- 100 gallons per day/1000 square feet (commercial/industrial)

Therefore, the Town of Juno Beach has adopted the same level of service for potable water for that area within its corporate limits being served by the Town of Jupiter.

The population being provided potable water service in Juno Beach represents a small percentage of the Town of Jupiter service area population receiving potable water service. In 2020, Juno Beach's population represented only 4.3% of that total, and the percentage is only projected to ~~increase~~ decrease minimally to ~~4.35%~~ 4.1% in year 2035 (10-year planning period) and only to ~~4.4%~~ 4.2% through 2045. The population projections are shown below as determined by Palm Beach County population projections for the Town of Juno Beach and the total Jupiter service area projections provided by the Town of Jupiter in March 2026, as extracted from Table 3-3 in the "Town of Jupiter 10-Year Water Supply Facilities Work Plan, 2019 Update."

Population and Potable Water Demand Projections

	<u>2020</u>	<u>2025</u>	<u>2030</u>	<u>(2040</u>
Juno Beach	3465	3536	3653	3913
(portion)	(4.3% of Total)	(<u>4.1%</u> of Total)	(<u>4.1%</u> of Total)	(4.4% of Total)
Total (Jupiter Service Area)	79,974	81,848	83,953	89,090
	<u>2020</u>	<u>2035</u>	<u>2045</u>	<u>2050</u>
	<u>(10-year planning period)</u>		<u>(20-year planning period)</u>	
Juno Beach	3,858	4,068	4,182	4,255
(portion)	(4.8% of Total)	(4.1% of Total)	(4.1% of Total)	(4.2% of Total)
Total (Jupiter Service Area)	79,974	99,520	100,814	100,814

It is stated in the "Town of Jupiter 10-Year Water Supply Facilities Work Plan, ~~2019 Update~~" that water demand projections for the Town of Jupiter service area through 2040 are based on

respective population forecasts and assume that the average gross per capita water demand from 2016 to 2018 remains stable through 2040. The Update also illustrates that the annual average raw water demand does not exceed the annual average day combined raw water allocation of 29.84 MGD through the year 2040. It also illustrates that the design treatment capacity of 30.0 MGD is sufficient through 2040 to meet the daily demand with all treatment units in service. Therefore, by virtue of being calculated as part of the overall Town of Jupiter Water Utilities potable water supply service demands, the Town of Juno Beach potable water supply demands portion of the total Jupiter area demand is being met today and will continue be met during the 10-year planning period ~~and beyond~~. When planning for the 20-year planning period, staff is relying on the most recent projections from the Town of Jupiter to extrapolate significant changes in demand. At this time, staff does not anticipate any significant change in the Town of Juno Beach demands on the service area that Town of Jupiter provides (an increase from 4.1% to 4.2% between 2045 to 2050) in the service area population that would change the service demand outlook for the Town of Juno Beach.

Seacoast Utility Authority (Update)

Presently, raw water is taken from four surficial aquifer wellfields pursuant to an existing SFWMD water use permit ~~which~~ that expires in 2032. The permit allocates 240 gallons per capita day (GPCD) raw water sufficiently to yield Seacoast's 189 gpcd finished water level of service (LOS).

Therefore, the Town of Juno Beach has adopted the same potable water LOS for that portion of Juno Beach served by Seacoast Utility.

Information provided by Seacoast Utility indicates that of their total potable water provided and consumed within their service area, Juno Beach properties only consume approximately 2% of the demand. Existing treatment and pumping capacity for the entire Seacoast service area exceeds current build-out demand projections. Therefore, the Juno Beach portion of the demand is being met today and will continue to be met during the 10-year planning period and beyond.

Based on the information provided above, both the adopted Town of Jupiter Water Utilities 10-year Water Facilities Supply Plan and the Seacoast Utility Authority approved Consumptive Use Permit and information provided to the Town, concludes that there are adequate capacities to serve the projected Juno Beach population demand for at least the required 10-year period of this Plan. Neither the Town of Jupiter Water Utilities Department or Seacoast Utility Authority have any planned capital improvements within the corporate limits of the Town of Juno Beach in their 5-year schedules of improvements.

Water Supply Source and Project Identification

As previously identified, central potable water supply is provided to the Town of Juno Beach by both Seacoast Utility Authority and Jupiter Water Department.

Seacoast Utility Authority currently operates two fully interconnected lime softening water treatment facilities with a total treatment capacity of 30.5 million gallons per day (MGD). In 2014,

Seacoast completed a \$75 million replacement, lime softening capacity with a single centralized 30.5 MGD membrane treatment plant. -The facility includes 26.0 MGD of nanofiltration capacity to treat surficial aquifer water sources; 3.5 MGD of low pressure reverse osmosis capacity to treat the more brackish Floridan aquifer water, and 1.0 MGD of surficial aquifer bypass water.

Jupiter Water Utilities Department operates a water system that is fully comprised of membrane water treatment technologies. -The treatment system utilizes both Surficial Aquifer (fresh ground water) and Floridan Aquifer (brackish ground water) as its raw water supply.- The Surficial Aquifer supply is treated through nanofiltration, while the brackish Floridan Aquifer is processed through reverse osmosis. Each plant is capable of producing one half of the system's 30 MGD rated capacity. There is one plant located within the Town of Juno Beach.

Comprehensive Plan Element Updates

Potable water supply, urban water conservation and reuse are all stressed as important issues of the SFWMD Lower East Coast Water Supply Plan and individual Water Supply Facilities Plans. The following OBJECTIVES and Policies are either contained in, or proposed for inclusion in, this Comprehensive Plan. They are pertinent to, and directly relate to, the water supply, conservation and reuse issues. They are identified by the Comprehensive Plan element herein.

FUTURE LAND USE

Policy 4.2: The Town shall coordinate with the Town of Jupiter Water Utilities Department or Seacoast Utility Authority, as appropriate, to review all future proposed land use change applications to ensure the availability of adequate water supplies.

Policy 4.3: The Town shall include the Town of Jupiter Water Utilities Department or Seacoast Utility Authority, as appropriate, in the site plan review and land development process of all proposed development subject to these processes to ensure that water supplies are available to service that development.

INFRASTRUCTURE

*See new and revised Objectives and Policies listed above in this Infrastructure Element.

CONSERVATION

OBJECTIVE 2: To protect and conserve potable water supplies.

Policy 2.2: Continue to cooperate with the South Florida Water Management District in the conservation of potable water supplies during periods of drought, declared water shortages, or water shortage emergencies, by supporting the District's Water Shortage Plan.

Policy 2.4: Participate in the formulation and coordination of the implementation of potable water conservation programs developed by the Town of Jupiter Water Utilities Department and Seacoast

Utility Authority as part of their respective Water Supply Plan and Consumptive Use Permits.

Policy 2.5: Cooperate with the Town of Jupiter Water Department and Seacoast Utility Authority in the development and implementation of water reuse programs, to the extent that they are applicable to Juno Beach.

INTERGOVERNMENTAL COORDINATION

OBJECTIVE 1: Maintain planning coordination with adjacent municipalities, Palm Beach County, the Palm Beach County School Board and current municipal service providers.

Policy 1.12: Require all applicants for development approval to procure written confirmation from the applicable water supplier, of availability of potable water service, prior to the issuance of a building permit.

Policy 1.13: At the time of each required Evaluation and Appraisal Report (EAR), confirm the availability of potable water service consistent with the SFWMD Water Supply Plan and the Town of Jupiter Water Utilities, and Seacoast Utility Authority's respective Water Supply Facilities Plans.

Policy 1.14: The Town shall request the Town of Jupiter Water Utilities and Seacoast Utility Authority to provide assurances that there will be adequate potable water supply allocations available to meet future projected growth and development in Juno Beach, either through interlocal agreement, Ordinance, or other effective means.

Policy 1.15: Require coordination of the Town of Juno Beach "10-Year Water Supply Facilities Work Plan" with the Town of Jupiter Water Supply Facilities Plan, Seacoast Utility Authority's plans and the South Florida Water Management District's Lower East Coast Regional Water Supply Plan and future updates to these Plans

CAPITAL IMPROVEMENTS

The purpose of the Capital Improvement Element and the five-year Schedule of Improvements is to identify the capital improvements necessary to implement the Comprehensive Plan and ensure that adopted LOS standards are achieved and maintained for concurrency-related facilities. If LOS standards cannot be met, the local government must deny applications for development orders and permits until the deficiency is addressed. The Schedule of Improvements must address deficiencies. As previously revealed, there are no capital improvements within the Town of Juno Beach to the potable water distribution systems planned by water suppliers, identified within their 5-year planning period; therefore, none appear in the Town's CIE Schedule of Improvements.



Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: C. Copeland-Rodriguez, Town Clerk
Item Title: Selection of an Ex Officio Member to the Juno Beach Historical Society

DISCUSSION:

Pursuant to the Juno Beach Historical Society Board's Charter, the Town's Finance Director and a delegated member of the Town Council serve as ex officio members of the Board.

The Town Council will appoint a Council Member to serve as its ex officio representative to the Juno Beach Historical Society.

RECOMMENDATION:

Select and appoint a Town Councilmember to serve as the ex officio member to the Juno Beach Historical Society Board.



JUNO BEACH HISTORICAL SOCIETY

340 Ocean Drive, Juno Beach, FL 33408

MISSION AND RESPONSIBILITIES

The mission of the Juno Beach Historical Society, Inc. is to collect items linked to the history of Juno Beach, preserve them for future generations, and share this history with the public.

Since 2018, the Town of Juno Beach has delegated dual responsibilities to the Society: to serve both as the Town Historian and as the Curator for the Town's collection of historical archives and artifacts.

As the *Curator*, the principal undertakings of the Society are:

- to properly conserve and organize all items in the collection, under the supervision of the Finance Director, by applying accepted standards for local museums;
- to maintain the *Past Perfect* archival database and keep detailed records for each item in the collection;
- to serve as the contact person when items are being offered to the collection and issue Custody Receipts and/or Deeds of Gift;
- to solicit additional donations to the collection;
- to assist the public with their enquiries and facilitate their access to the town's historical documents and photos;

As the *Town Historian*, the principal undertakings of the Society are:

- to create and mount rotating exhibits;
- to offer historical programs to the public;
- to maintain and look to improve the *Discover Juno Beach* map and audio tour;
- to conduct historical research, including carrying out oral histories of prominent individuals;
- to update or further create the Town's historical plaques;
- to act as the Society's liaison with external organizations, including: the Gold Coast Archives group of South Florida curators; neighboring historical societies (in particular, the Historical Society of Palm Beach County and the Loxahatchee River Historical Society); and the American Association for State and Local History.

STRUCTURE AND ORGANIZATION

The Society is managed by its Board of Directors, whose members serve on a voluntary basis. The Town's Finance Director and a delegated member of Town Council are *ex officio* members of the Board.

The Board appoints one or more persons to serve as Curator. The Curator works under the aegis of the Finance Director.

The Society's public historical endeavors—exhibits, presentations, plaques, and *Discover Juno Beach Tour*—are carried out by its team of volunteer historians.

COLLECTION MANAGEMENT POLICIES

COLLECTING SCOPE

The Society seeks to collect and preserve objects and archival materials which document people, places, and events in the context of Juno Beach and its immediate region. These are selected in order to reflect private, public, and community life; social and historical trends, themes, and changes; natural and man-made events; and phenomena.

Areas of concentration include, but are not limited to, photographs, oral histories, manuscripts, books, architectural plans and records, maps, original diaries, representative everyday items, and other illustrative materials such as postcards and personal letters.

THE ACQUISITION PROCESS

Objects and archival material may be added to the collection by gift, bequest, purchase, exchange, field acquisition, or any other transaction.

To be considered for accession into the collection, each item should satisfy certain criteria:

1. The item is consistent with the Society's mission and collection scope.
2. The item is not a duplication of something already in the collection, unless it could be employed for other purposes, such as fundraising, research, or exhibition.
3. The Society has sufficient space and resources to care for the item, and it will not pose a threat to other items in the collection.
4. The item or object is suitable for exhibition, study, or research purposes and not merely collected to be held in storage.
5. The provenance of the item has been established and recorded, thereby precluding subsequent claims by other owners.
6. There are no unreasonable restrictions on the Society's ability to use the item, including those of intellectual property rights.

DONATION PROCEDURES

The Society may accept items on a temporary basis for purposes such as study, loan, copying or while they are under consideration for acquisition. Any member of the Board may accept an item for such purposes and will issue the owner a *Custody Receipt*, although retention of the item is conditional upon the approval of the Curator. If an item is acquired for the permanent collection, a *Deed of Gift* may also be issued to the donor. When items may pose storage or cost challenges, the authorization of the Town Manager will also be required.

In accordance with IRS guidelines, donations to the Society via the Town of Juno Beach are tax-deductible as charitable contributions for the value of the item.

Donors may be asked to fund the cost of accession and conservation or restoration of materials donated.

USE POLICY

The Society aims to make its archives and collections available to the public for research purposes and exhibition, while at the same time ensuring their safety and physical integrity. With written permission, items from the collection may be featured in publications, utilized in outreach programs, and included in in-house and traveling exhibits.

Archival materials, photographs, and audio materials may be reproduced with the written permission of the Society. These may be subject to copy and use fees. Reproduction or other use of Society materials requires printed credit at each image.

Researchers and other interested parties may directly access items in the collection, under controlled conditions, by arranging for a meeting at Juno Beach Town Center.

LOAN POLICY

The Society may make items from its collection available to non-profit cultural, educational, or charitable institutions. Loans may be made if the condition of the object is not endangered for any reason, including potential risks posed by transportation, changes in temperature and relative humidity, or lack of security. The collection and exhibit needs of the Society will be considered before the needs of borrowing institutions. The Society does not loan items to individuals.

All loans are subject to conditions specified by the Society. Such conditions may include but are not limited to proof of insurance, a facilities report, and/or various use fees. The borrower will normally be responsible for any costs incurred, which can include conservation needs.

CONSERVATION/RESTORATION POLICY

The Society prefers remedial conservation measures and practices to cosmetic treatments and strives to provide the safest possible storage environment. When conservation treatment and/or restoration is necessary, the goal is to maintain the historic integrity of the item by using the least intrusive method.

DEACCESSION POLICY

Deaccessioning—the removal of accessioned materials from the collections—is necessary at times to improve the quality of the Society’s collections. Deaccessioning of an artifact may occur under any of the following conditions: it is no longer relevant to our mission or policies; it no longer has physical integrity; we cannot properly preserve it or store it; it no longer retains its identity or authenticity; or it is unnecessarily duplicated in the collection.

Deaccession can only take place with the authorization of the Town Manager. Records will be kept relating to deaccession and artifact disposal.

Once an object is deaccessioned, the Town's Finance Director may then proceed in one of the following ways:

- Donate. It may be transferred through gift or exchange to another institution.
- Sell. It may be sold, and proceeds used for providing care, conservation, or acquisition for the collection. It may be sold privately to an institution or publicly to an individual or business.
- Destroy. In cases where a deaccessioned item is in poor condition and/or has no commercial or historical value, it may be destroyed. Any such disposal shall be in accordance with applicable city, county, and state codes.

Deaccessioned items may not be given or sold to the Town's employees, the Society's Board members, members of their immediate families, or their representatives unless the sale is public.



Meeting Name: Juno Beach Town Council

Meeting Date: 05/20/26

Prepared By: Kathleen Gunn, Interim Town Manager

Item Title: Facilitator Selection and Scheduling for Town Council Work Sessions

DISCUSSION:

The Town of Juno Beach is seeking to retain an independent, experienced facilitator to plan, guide, and provide a report on up to three possible off-site Town Council work sessions focused on goal-setting, team-building, and aligning policy direction.

These sessions are intended to provide a structured, neutral setting for Council discussion on key topics, which include:

- Town Council Goal Setting and Team Building
- Strategic Plan and Master Plan Discussion
- Land Development Code Discussion

The full Scope of Work detailing all required services, deliverables, and proposer qualifications, is attached for your review.

Proposals are due no later than noon on 5/19/26. In the interest of time and if possible, the Town anticipates scheduling the first work session during the first week in June.

RECOMMENDATION:

Staff seeks direction from the Town Council on two matters:

1. **Selecting a qualified proposer** to provide the required facilitation services.
2. **Setting possible dates** for the upcoming work sessions.

REQUEST FOR PROPOSALS
FOR
FACILITATOR SERVICES FOR TOWN COUNCIL WORK SESSIONS



TOWN OF JUNO BEACH
340 OCEAN DRIVE
JUNO BEACH, FL 33408

CAITLIN COPELAND-RODRIGUEZ, MMC
TOWN CLERK
ccopeland@juno-beach.fl.us
(561)656-0316

Scope of Work: Facilitator Services for Town Council Work Sessions

Proposals are due no later than noon 5/19/26.

Email proposals to: ccopeland@juno-beach.fl.us

Project Overview

The Town of Juno Beach seeks proposals from qualified facilitators to plan, facilitate, and document up to three Town Council discussion work sessions. Three of the five Town Council members are new, and these meetings will serve as a kickoff for goal-setting and team-building. The Town has previously invested in developing strategic planning and master plan materials, as well as planning and zoning code review services. The Town seeks a neutral, experienced professional to guide up to three work sessions of approximately four hours each, build consensus where appropriate, and prepare draft reports of findings for Town review.

The intent is to help the Council align its priorities, policy direction, and next-step actions in a structured, neutral setting.

Purpose

The purpose of this engagement is to retain an independent facilitator to:

- Facilitate up to three focused Council work sessions on specific topic discussions of approximately four hours each.
- Guide discussions in a neutral and organized manner.
- Build consensus among Council members where possible.
- Capture key themes, options, points of agreement, unresolved issues, and recommended next steps.
- Prepare a draft report of findings following each session.

Background

Juno Beach is a seaside community, which is predominantly residential. Fine oceanfront estates, condominiums and businesses provide an ideal setting for vacation or permanent residence. Juno Beach is near many activities including the Jupiter Theatre, nationally-known golf courses, tennis courts, county parks, shopping centers and art galleries. With Juno Beach, activities range from sunbathing, swimming and fishing to walking, jogging and bicycling on our oceanfront bike path. The Loggerhead Marinelife Center is located in Loggerhead Park. The Town of Juno Beach operates under a Council-Manager form of government, meaning the five-member Town Council is the elected governing body that sets policy direction for the Town. The Town's professional staff, under direction of the Town Manager, is responsible for implementing those policy priorities. The Town Council has previously expressed interest in strategic planning, master plan issues, and land development regulation matters to address development and redevelopment throughout the Town and maintain community character.

Scope of Services

The facilitator shall provide the following services:

1. Pre-Session Planning

- Coordinate with the Town's designated staff liaison to confirm objectives, agenda structure, timing, participant list, location, and desired outcomes for each session.
- Review background materials supplied by the Town, which may include prior strategic plan materials, master plan materials, code provisions, agendas, minutes, or briefing memoranda.
- Conduct planning calls as necessary prior to each session with the Town's liaison and/or elected officials.
- Develop a proposed facilitation agenda and discussion framework for Town review.

2. Facilitation Services

Provide facilitation for up to three discussion work sessions, each up to four hours (not to exceed):

- **(Work Session) Discussion 1: Off-site Town Council Goal Setting and Team Building.** This session should include facilitated discussion regarding mission, vision, and values, goal setting, and team-building exercises.
- **(Work Session) Discussion 2: Strategic Plan and Master Plan Discussion.** Building from the first session, this session should focus on strategic priorities, plan alignment, policy direction, and implementation considerations connected to the Town's strategic and master planning efforts.
- **(Work Session) Discussion 3: Land Development Code Discussion.** This session should focus on land development code issues, policy considerations, and Council discussion related to the Town's planning and zoning regulations.

3. Consensus Building

- Use facilitation methods that encourage full participation, clarify competing viewpoints, identify common ground, and move the Council toward practical consensus when achievable.
- Distinguish clearly between consensus items, discussion items needing further analysis, and matters reserved for formal Council action.

4. Draft Report of Findings

Following the facilitated sessions, prepare a draft written report that includes:

- Session purpose and date.

- Summary of discussion topics.
- Key themes and issues raised.
- Areas of consensus and non-consensus.
- Preliminary goals, priorities, or policy direction identified.
- Recommended next steps and follow-up actions.

Deliverables

The consultant's deliverables shall include:

- Pre-session coordination and agenda development for each authorized session.
- Facilitation of up to three discussion sessions of approximately four hours each (excluding breaks/recesses, if any).
- Consensus-building support during each session.
- One draft report of findings covering the sessions conducted.

Proposed Schedule

The Town anticipates scheduling the first work session during the first week in June with the selected facilitator. Proposers should identify their availability for summer and fall scheduling and provide a typical turnaround time for delivery of the draft report after the final session.

Consultant Qualifications

Proposers should demonstrate:

- Experience facilitating elected bodies, municipal councils, boards, senior leadership, or other high performance teams.
- Experience with strategic planning, governance, team alignment, and public-sector consensus building.
- Familiarity with local government planning, land use, and/or land development code discussions.
- Strong written reporting skills.
- Ability to remain neutral and manage sensitive or potentially conflicting viewpoints.

Proposal Requirements

At minimum, proposals should include:

- Firm or consultant name, address, and contact information.
- Brief statement of qualifications and relevant experience.

- Description of facilitation approach.
- Relevant project examples, especially with municipalities or governing boards.
- Proposed work plan and schedule.
- Fee proposal using the pricing format below.
- Any assumptions, exclusions, or optional services.

Pricing Format

Proposers shall provide all-inclusive pricing for individual sessions and discounted pricing for two or more sessions. Pricing should include preparation, facilitation, and draft reporting unless listed separately.

Evaluation Criteria

The Town may evaluate proposals based on:

- Relevant municipal facilitation experience.
- Demonstrated approach to consensus building.
- Understanding of the Town's discussion topics.
- Quality and clarity of the proposal.
- Cost competitiveness and value.
- Availability and responsiveness.

Additional Terms

- The facilitator will serve in an independent contractor capacity.
- The Town reserves the right to conduct one, two, or all three work sessions, depending on need and budget.
- Final scheduling, venue logistics, and publicly noticed meeting requirements, if any, will be coordinated by the Town.
- Any final recommendations remain subject to formal Council consideration and action consistent with Town procedures.
- The Consultant will be required to enter into a Professional Services Agreement with the Town, as prepared by the Town Attorney.



Meeting Name: Town Council Meeting
Meeting Date: May 20, 2026
Prepared By: C. Copeland-Rodriguez, MMC, Town Clerk
Item Title: Resolution No. 2026-09 - Seacoast Utility Authority Board of Directors Representative

DISCUSSION:

Seacoast Utility Authority (“SUA”) is a not-for-profit, governmental regional water, wastewater, and reclaimed water utility serving approximately 56,000 households and 2,700 commercial establishments in northern Palm Beach County, Florida. Board Members for the Seacoast Utility Authority are appointed by the jurisdictions within which Seacoast provides service, including Town of Juno Beach, Florida (the “Town”).

At the August 7, 2025, Special Town Council Meeting, the Town Council voted to authorize the former Town Manager to be the Town’s representative on SUA Board of Directors. A vacancy now exists in the Board Member seat for the Town.

Town Staff recommends appointing Mr. Johann Lopez, Director of Public Works, to serve as the Town’s representative on the Seacoast Utility Authority Governing Board for the remainder of the unexpired four-year term, or until such a time as the Town Council appoints a replacement.

RECOMMENDATION:

Town Staff recommends the Town Council approve Resolution No. 2026-09, appointing Director of Public Works Johann Lopez as the Representative on the Seacoast Utility Authority Board of Directors.

RESOLUTION NO. 2026-09

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUNO BEACH APPOINTING DIRECTOR OF PUBLIC WORKS TO SERVE AS THE REPRESENTATIVE OF THE TOWN ON THE GOVERNING BOARD OF SEACOAST UTILITY AUTHORITY; PROVIDING THAT THE COMPENSATION DESIGNATED BY THE BOARD FOR SUCH REPRESENTATIVE SHALL BE PAYABLE TO THE TOWN; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a vacancy exists on the Governing Board of Seacoast Utility Authority by reason of the resignation of Robert A. Cole who served as the Town's representative on the Board; and

WHEREAS, Paragraph 2C of the Interlocal Agreement establishing the Seacoast Utility Authority provides that Board Members shall serve, unless earlier removed, terms of four (4) years duration or until such time as the Authority's Governing Board Member's replacement has been appointed.

BE IT RESOLVED BY THE TOWN COUNCIL OF JUNO BEACH, FLORIDA:

Section 1. The Town Council of Juno Beach, Florida does hereby appoint Director of Public Works, Johann Lopez, to serve as the representative of the Town on the Governing Board of Seacoast Utility Authority.

Section 2. Director of Public Works, Johann Lopez, shall serve as the Town representative to Seacoast Utility Authority until such time as a replacement has been appointed by the Town Council.

Section 3. Compensation designated by the Governing Board for the Town's representative shall be payable to the Town of Juno Beach.

Section 4. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 20th DAY OF MAY, 2026.

TOWN OF JUNO BEACH

(Seal)

By: _____
Dave Santilli, Mayor

ATTEST:

Caitlin E. Copeland-Rodriguez, Town Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

TG LAW PLLC