

# TOWN OF HIGHLAND BEACH



Manager's Minute – December 2019

## INTRODUCTION

### BOARD VACANCIES

The Town Commission welcomes and encourages residents to get involved by attending meetings and participating in Town Boards. All interested residents can download a Talent Bank Application from the Town's website at [www.highlandbeach.us](http://www.highlandbeach.us) or pick up an application in the Clerk's Office at Town Hall.

Current Vacancies:

Board of Adjustments & Appeals  
Code Enforcement Board  
Planning Board

### Upcoming Events:

December 24-25 – Town Hall Closed in Observance of Christmas Holidays

January 1, 2020 – Town Hall Closed in Observance of New Years Day

January 7, 2020 – Town Commission Regular Meeting

January 16, 2020 – Financial Advisory Board Meeting

January 21, 2020 – Town Commission Regular Meeting

Check meeting updates on our website <http://highlandbeach.us/media-archives-minutes/>



I would like to take this opportunity to wish you and your family a peaceful and joyous holiday season and health and prosperity in the new year.

On December 3, 2019, the Highland Beach Town Commission received the 70th Anniversary proclamation bestowed by Palm Beach County Vice Mayor Robert Weinroth and presented by his legislative aide Alexandria Ayala at Town Hall. The event marks the 70th Anniversary of approximately 40 families and town founders setting forth the Articles of Incorporation and Town Charter on June 3, 1949. The celebration was held in the concert with our Light up the Holidays event.



Pictured from left to right: Comm. Barry Donaldson, Comm. Evalyn David, Comm. Peggy Gossett-Seidman, Legislative Aide Alexandria Ayala, Mayor Rhoda Zelniker, Vice Mayor Greg Babij, Town Manager Marshall Labadie

The Town of Highland Beach celebrated its annual Light Up the Holidays on Thursday, December 5, 2019, with special guests Santa Clause, State Rep. Mike Caruso (R-89) and his wife Tracy Caruso in attendance. The Boca Raton High School NJROTC presented the colors of the flag and salute in leading the group in the National Anthem. A 28-foot Christmas tree and a 10-foot Menorah were lighted as the crowd sang along with Boynton Beach High School's acclaimed Dimensional Harmony choral group. It was a prelude to their amazing opening for the Rockettes at Radio City Music Hall later in December.



Photo ID left to right: Vice Mayor Greg Babij, Town Manager Marshall Labadie, Santa Clause, Chief Craig Hartmann, Commissioner Peggy Gossett-Seidman, Mayor Rhoda Zelniker, Commissioner Barry Donaldson



Photo ID left to right: Tracy Caruso, wife of Representative Caruso, Representative Michael Caruso, Commissioner Peggy Gossett-Seidman, Commissioner Evalyn David

The town also jointly celebrated its 70th Anniversary with an enormous cake that fed the entire crowd of 250 residents, who also enjoyed hot chocolate, coffee and homemade cookies. Meanwhile, Rep. Caruso mingled and met residents while Santa sauntered around in his usual red suit, greeting children and grown-ups alike. The event was emceed by Marshall Labadie, whose day job is Town Manager. The Town presented the attendees with gift bags featuring environment-friendly collapsible steel straws and other items at the celebration in the front of Town Hall.

Additionally, St. Lucy's Church of Highland Beach staged its Christmas Boutique on Dec. 7-8, featuring raffles plus 21 local artistic vendors offering artwork, kitchen items, unique jewelry, clothing, and items from the Church Gift Shop. Hundreds of town residents visited the large display of goods. The food court was staffed by local restaurant Tucker Duke's and was complemented by homemade bakery items for sale by CCW. Proceeds benefit the St Lucy Outreach ministry Charities such as Place of Hope, Boca Helping hands, Operation Homefront, St Vincent de Paul Seminary, St Jude Catholic School, St Mary Catholic Church in Pahokee to name a few.



Photo ID left to right: Chris Cartenuto of Tucker Duke's Restaurant who set up the BBQ, and volunteers for St. Lucy's Council of Catholic Women (CCW) Jeanette Schmitz, Michele DeGennaro, Maureen Stamper and Lou Piller.

Lastly, the eight moms and many babies of Hannah's Home for underserved mothers were recipients of a truckload of food, clothing, diapers and toys thanks to the Christmas Shower at St. Lucy's Church of Highland Beach on Dec. 10. The St. Lucy's Council of Catholic Women (CCW) organized a stack of goods and catered a luncheon in the church hall for their Hannah's Home guests of honor. They



Photo ID left to right: Hannah's Home COO JoAnne Dively, CCW President Michele DeGennaro, mom of twins Kerrie Podhora holding twin Cilas, expecting mom Tache Baugh holding twin Ciris, and CCW volunteers Anne Mongon and Mary Lou Goldberg.

included mothers Kerrie Podhora and her twin sons Cilas and Ciris, expecting mom Tache Baugh, and Home COO and founder JoAnne Dively. Many of the 180 CCW members funded the luncheon and donated the items. Hannah's Home is a nonprofit support home based in Jupiter which houses up to eight needy single mothers and their babies for up to two years. The mothers are provided with all services including living arrangements, counseling and childcare, while they continue their education and participate in the home's upkeep. Kerrie is finishing her degree in phlebotomy while Tache is completing her GED. Their eventual goal is independent living with their children with transition support from Hannah's Home.

## COMMISSION ACTIONS

Below are actions recently taken by the Town Commission:

- Approved citation ordinance on second and final reading:  
*Revises and establishes the code citation process.*
- Approved a resolution supporting water infrastructure funding  
*Provides support to the Florida legislature to determine the State of Florida water infrastructure funding needs and potential sources of revenue to address the same.*

**You may request a copy of the above-mentioned ordinances and resolutions from the Town Clerk's Office or visit the [Town's website](#).**

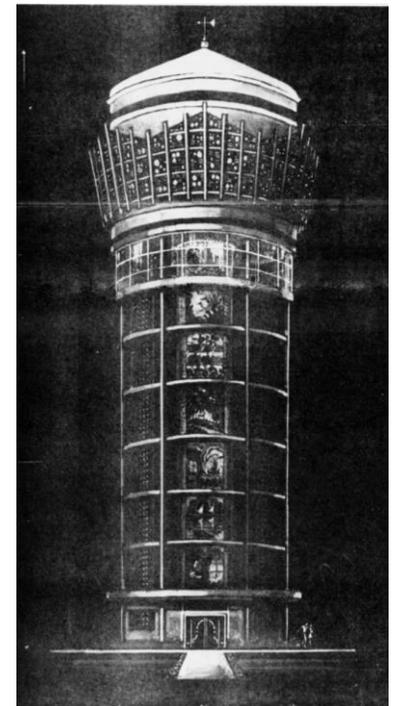
Upcoming Town Commission Items:

- Parking Ordinance:  
*Revises and modifies the current parking regulations. Town staff is consolidating resident and Commission feedback to present a first draft to the Commission in the near future.*

- **Accessory Structures:**  
*Addresses the process in which vacant lots with docks following demolition of the principal structure are handled. Tabled by the Planning board until further information can be gathered to be again presented to the Planning board.*
- **Marine Facilities:**  
*Evaluates the review and approval process for seawalls, docks, boatlifts and bulkheads (all marine facilities). First reading is scheduled for January 7<sup>th</sup>.*
- **Right of way Ordinance:**  
*Updates code to specifically address how improvements made within row will require a review and approval by the Town. To ensure minimize obstructions and road way drainage.*
- **Advisory Board member call in or video attendance**  
*Town staff and the Town Attorney are looking into the possibility of remote access to meetings for advisory board participation.*

## DID YOU KNOW?

Our elevated water tank that sits behind Town Hall and can be seen from great distances away was first proposed to the Town Commission by Conrad Pickel, an artist-designer from Boynton Beach, and his friend, Norman Park of Delray Beach. They presented plans for an eight-story tower with beautiful cut glass panels, a gallery for a lobby and an observation walk at the top. Pickel and Park said they could put the tower up, with the water tank included, for only \$200,000. During discussions, the Commission envisioned a restaurant at the top of the tower, museums inside it, and mosaics of Florida history on the outside of it. The idea was not conceptualized even though there was support from the community.



## UPCOMING CULTURAL EVENTS AT THE LIBRARY

Jan 2 at 5 pm

Concert: Angelina Ning (classical piano)

Jan 9 at 2 pm

Lecture: Resident Channe Fodeman presents “Don’t Let the Old Man/Old Woman In”

Jan 9 at 5 pm

Concert: Sean Gaskell (kora harp)

Jan 14 at 6:30 pm

Ballroom dancing lessons: Learn all types of ballroom and Latin dancing such as waltz, cha cha, swing, etc. This 10-week program, taught by residents Ron and Barbara Troy, is free to library card holders.

Jan 16 at 5 pm

Art Exhibit Opening Reception

Jan 22 at 10:30 am

Arts & Crafts for Adults: Resident Sue Melazzi will teach you how to make a beaded bracelet

Jan 23 at 2 pm

Lecture: Resident Judy Herman presents “Braintertainment,” a fun program of tips and tricks to improve your memory

Jan 23 at 5 pm

Concert: 4 Shillings Short (30 instruments in 60 minutes)

*These programs are generously sponsored by the Friends of the Highland Beach Library.*

## **OPERATIONS AND PROJECTS**

### Waste Management Reminder:

There will be no changes to garbage collection for Christmas and New Year’s. Regular collection will take place with the regular schedule.

New Advisory Board members: We would like to welcome Ms. Susan Amerling as the newest member of the Natural Resources Preservation Advisory Board. Ms. Amerling was appointed for a full three-year term. Additionally, Mr. Richard Bailyn was reappointed to the Board of Adjustment & Appeals for a three-year term. We would like to thank both Ms. Amerling and Mr. Bailyn for dedicating their time to the Town.

Employment Opportunities: Currently, the Town is accepting applications for three (3) positions. Information on the jobs as well as the job descriptions can be found on the Town’s website at [www.highlandbeach.us/employment-opportunities/](http://www.highlandbeach.us/employment-opportunities/).

Employee Spotlight: Pat Roman, Public Works Director will be celebrating 32 years with the Town. We all appreciate his hard work and dedication. When you see Pat around town, please make sure to congratulate him!

Upcoming Town Projects: Town staff has finalized Requests for Proposals (RFPs) for a number of projects. The projects include: (1) Acquisition of an Enterprise Resource Planning (ERP) Software for the finance, building and code compliance operations, (2) Construction of the Crosswalk Enhancement Project, (3) Securing a vendor for underground emergency utility repairs, (3) Obtaining a contractor for Water Plant SCADA Programming, Instrumentation and Controls and (4) Selecting a vendor to provide closed circuit television inspection of our sanitary sewer system. The RFPs will be distributed this month and into the beginning of the year.

Police Department Update: The Highland Beach Police Department wants to inform you that in the case of a life-threatening situation, if you can't call us, please TEXT us. As a part of a Palm Beach County government initiative, a Text-to-911 program was created and through the Delray Beach Police Department 911 dispatch center, Highland Beach is a part of it.

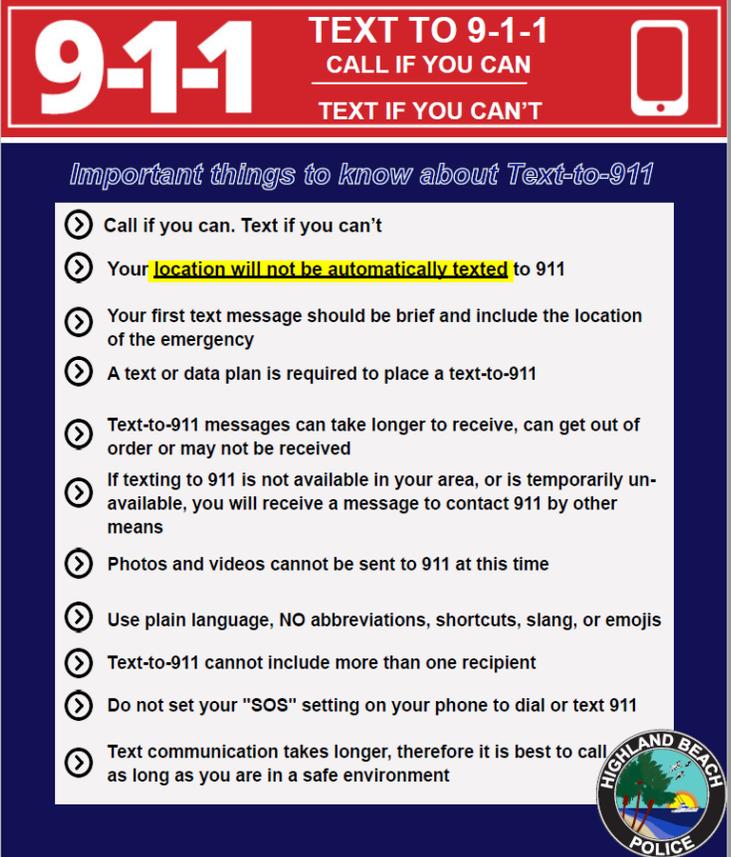
Whether you can't make any noise because you don't want to be discovered by an intruder, have a disability that prevents communicating with the operator or have poor cell reception and can't get a voice call out, Text-to-911 is an important tool to keep in mind. Here's what you need to know if you ever have to text 911 for help. It's one of many ways your phone can literally save your life.

At this time photos, videos and emojis cannot be sent to 911 and multiple recipients are not supported.

A voice call to 911 is often the best and fastest way for the 911 call taker to deliver lifesaving information. A text message may take longer.

Never call or text 911 as a prank or joke as misusing this emergency service is illegal.

Crosswalk Enhancement Project Update: On November 14, 2019, Town Manager Labadie provided an update to the Planning Board regarding the current status of the crosswalk enhancement project. The Manager's Office and the Town's consulting engineering firm have been working tirelessly to secure the



**9-1-1** TEXT TO 9-1-1  
CALL IF YOU CAN  
TEXT IF YOU CAN'T

*Important things to know about Text-to-911*

- Call if you can. Text if you can't
- Your **location will not be automatically texted** to 911
- Your first text message should be brief and include the location of the emergency
- A text or data plan is required to place a text-to-911
- Text-to-911 messages can take longer to receive, can get out of order or may not be received
- If texting to 911 is not available in your area, or is temporarily unavailable, you will receive a message to contact 911 by other means
- Photos and videos cannot be sent to 911 at this time
- Use plain language, NO abbreviations, shortcuts, slang, or emojis
- Text-to-911 cannot include more than one recipient
- Do not set your "SOS" setting on your phone to dial or text 911
- Text communication takes longer, therefore it is best to call as long as you are in a safe environment



Florida Department of Transportation (FDOT) permit, which is needed to move onto the next phase of the process. Upon receipt of the approved permit, the aforementioned RFP will be released. Upon closure of the bid period, proposals will be reviewed and the lowest, responsible bidder will be awarded a contract by the Town Commission. The last part will be construction hopefully by early this winter.

Legislative Update: The Town has submitted direct appropriation requests to the state legislature, House and Senate, for the Crosswalk Enhancement Project and Drainage Improvements Project. Both projects received subcommittee unanimous approval within the House and are now headed to the full Committee for review. The Town is extremely hopeful that the state legislature will appropriate funding to make the enhancements and improvements. We would like to thank our residents for the continued support throughout this process. We encourage residents to stay on top of the updates regarding the bills and upcoming legislative session as a whole, as many bills in the state legislature will directly impact Palm Beach County and more specifically Highland Beach.

Public Works Update: The new chemical pacing pumps are being replaced. This will allow the water



plant to be more accurate, use less chemicals and essentially will save money. The SCADA system, which is the system that controls the water plant, is being upgraded. Well #7 will be cleaned this month. The air handler in the water plant is being rebuilt instead of replaced, which is a cost savings to the Town. The crosswalk flag program has been expanded to now include Regency Highlands Condominium and will be installed at the Highland Beach Club at the beginning of the year. If any other condominium or homeowner's associations located near crosswalks, would like crosswalk flags

installed contact Public Works Director, Pat Roman at (561) 278-4540. A big thank you to the Public Works Department for all their hard work with the holiday decorations around Town Hall and the Light up the Holidays event.

#### Code Enforcement Update: Hiring Licensed Contractors

It's a horrible feeling to find out the person or company you hired to perform work on your property has performed a sub-par job, not finished your project, or skipped town all together with your hard-earned money. The fact is, that this happens all too often in South Florida. Because of this, it is important that when you are hiring someone to perform work at your home, you hire a Licensed Contractor for the type of project you need.

When you hire a Licensed Contractor, you save yourself immense liability from poorly done work, stolen money, safety for your personal property and safety for your health and well-being. A licensed contractor will obtain a permit from the town so that it will be assured that the work will be performed based on professional plans, using appropriate materials and inspected along the process to assure

quality work according to the most current standards. Specialty work like electrical, plumbing, structural and mechanical, if not performed by a professional and inspected by an expert, could cause severe damage to your home, adjoining homes or even worse, injury to yourself or your family.

It's true that you may be paying a little more money up-front when you hire a Licensed Contractor, but this investment will pay dividends in the long run. This is not to say that there is no place for the Handyman who can perform all types of minor work and repair on your property, but when it comes to specialized/permitted work, the only way is to hire a professional. If you have any questions as to what type of work requires permits and a Licensed Contractor, you can contact the Highland Beach Building Department and our staff will be glad to assist.



Election Update: Qualifying period ended at 12:00 p.m. on December 10th. There are currently 3 persons who have filed and qualified for the upcoming election.

- Douglas C. Hillman: Mayor-Commissioner – Three (3) Year Term ending March 2023
- Greg Babij: Vice Mayor Commissioner – Unexpired Term ending March 2021
- John C. Shoemaker: Commissioner – Three (3) Year Term ending March 2023

The Town of Highland Beach will not have an election on March 17, 2020 because each candidate ran unopposed and is deemed to have voted for himself. Please note there will still be a Presidential Primary election on March 17, 2020. For more information on that election contact Palm Beach County Supervisor of Elections at 561-656-3700.



Are you interested in becoming a poll worker? Ms. Wendy Sartory Link, Palm Beach County Supervisor of Elections is currently looking for election day poll workers. On Election Day, over 4,000 election workers are needed at the precincts in Palm Beach County. If you would like to be a Poll Worker for Palm Beach County please visit [www.pbcelections.org](http://www.pbcelections.org) or contact the Palm Beach County Supervisor of Elections office at (561) 656-6200.

Census 2020 Update: April 1<sup>st</sup> is Census Day. It is extremely important that all the residents in Highland

Beach are counted in the upcoming census. This is a once in 10-year opportunity for Highland Beach to have an accurate count of our residents. For more information, visit the Town's website at <http://highlandbeach.us/census-2020/>.

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your future  
START HERE >

United States®  
Census  
2020

## **BUILDING DEPARTMENT UPDATES**

### Properties Under Construction

- 4202 Intracoastal Drive – Demolition and new single-family construction
- 2352 South Ocean Blvd – New single-family construction
- 2475 South Ocean Blvd – New single-family construction
- 4015 South Ocean Blvd – Demolition and new single-family construction
- 4215 South Ocean Blvd – Seawall construction
- 4513 South Ocean Blvd – Demolition
- 4403 Intracoastal Drive – New single-family construction
- 4410 Tranquility Drive – New single-family construction
- 4405 South Ocean Blvd – New single-family construction

### Properties Soon to be Constructed

- 1100 Highland Beach Drive – Future seawall construction to be approved by the Town Commission
- 4513 South Ocean Blvd – Single-family demolition and duplex construction
- 2727 South Ocean Blvd – Dock and boat lift
- 4200 South Ocean Blvd – Reconstruct 4 units to 3
- 2352 South Ocean Blvd – Pool, deck, dock and seawall
- 4205 Intracoastal Drive – Future New single-family construction

***If you have any questions, concerns or issues, you may contact Terisha Cuebas, Assistant to the Town Manager to schedule an appointment with Town Manager Labadie.***