

## 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](#) or pick up an application in the Clerk's Office at Town Hall.

Current Vacancies:

Board of Adjustments & Appeals

Financial Advisory Board

# TOWN OF HIGHLAND BEACH



## Manager's Minute – October 2020

### INTRODUCTION

As we welcome the fall season, we look to slightly cooler temperatures, shorter days, pumpkin spiced treats, apple cider, rivalry football games and other great family fall traditions. Yet, we continue to be reminded that Fall 2020 is far from normal. The barrage of messages sent regarding COVID-19 is voluminous, confusing and frustrating, but please note the virus is still around and we are still observing community spread. While Governor DeSantis issued Executive Order No. 20-244, moving the State of Florida to Phase 3, I encourage everyone to be cautious and safe when visiting public places. Please continue to wear facial coverings in public and follow CDC guidelines like staying at least six feet apart and washing hands on a regular basis. I remain hopeful that COVID-19 conditions will continue to improve and we will find some way back to normalcy; however, the “when” is not clear. Persevering this situation has been and continues to be hard and stressful work but I believe we can get through this together, as a community!

For more information on COVID -19, visit [www.highlandbeach.us](http://www.highlandbeach.us).

Even with the pandemic afront, the Highland Beach Commission adopted a budget with no millage rate (property tax) increases and has kicked off a busy fall season working on several large and important projects.

**Sanitary Sewer System:** The evaluation of the sanitary sewer system is complete and we are awaiting the presentation of engineer's findings. From preliminary discussions, it appears the size of the rehabilitation project may not be as large as initially thought. However, the sanitary system does need some work that we have to plan for over the next year.

### *Upcoming Events:*

October 6, 2020 – Town Commission Meeting

October 12, 2020 – Town Hall Closed in observation of Columbus Day

October 20, 2020 – Town Commission Meeting

November 3, 2020 – Town Commission Meeting

November 17, 2020 – Town Commission Meeting

All meetings will be held virtually in accordance with Governor DeSantis's Executive Orders 20-69, 20-150 and 20-193.

**Water Tower:** The elevated water storage tank is currently being repainted and will display the new town logo. The work should be completed the first week in October.



**Water/Sewer Rate Study:** The FY 2020 Revenue Sufficiency and Rate Study – Water and Wastewater Systems was released and discussed by the Commission and Financial Advisory Board. The next step will involve providing additional guidance to staff and the consultant on the final proposed rate structure.

**Crosswalks:** Construction for the Crosswalk Enhancement Project has commenced and currently involves the placement of pole and mechanical box support structures. The contractor hopes to complete the project by the second week of October.

**Town Hall Roof:** Bids are in for the Town Hall roof replacement. At the upcoming Commission meeting, the Commission will vote to award the bid to the lowest and responsible bidder. The bid price is approximately \$120,000 under our budgeted estimate; however, we anticipate the total project cost will be slightly higher due to possible underlayment repair (unseen wood rot).

**Fire Department:** The Fire Department Feasibility Study has commenced and the first step in the process should be completed over the next few weeks. Please stay tuned for more information.

## **DID YOU KNOW?**

Safety Tip – From the Building Official

You should regularly check your ground-fault circuit interrupter or **GFCI**, outlets at least every 3 months to ensure that they are working properly. Any building 7-10 years old should have their **GFCI** outlets tested and replaced. If you press the “Test” button, and the circuit does not trip, replace your **GFCI** outlet.



## **STAY INFORMED**

In order to stay up to date on Town business, updates and what may be happening in the Town, please provide your email address to Terisha Cuebas at [tcuebas@highlandbeach.us](mailto:tcuebas@highlandbeach.us). *(It is important to note that all records of the Town are public including the emails list.)*

## **CENSUS 2020 – BE COUNTED, HIGHLAND BEACH**

The clock is ticking to complete your census. If you have not already done so, please make sure to fill out your census before October 5<sup>th</sup>. As many residents may have noticed, census workers are now on their final push to visit each home that has not completed the census yet. It is extremely important that we get an accurate count of the population to ensure we have federal funding for emergency services, childcare programs, community grants, elder care initiatives, as well as programs for those with special needs, to name a few.

## REGISTER TO VOTE

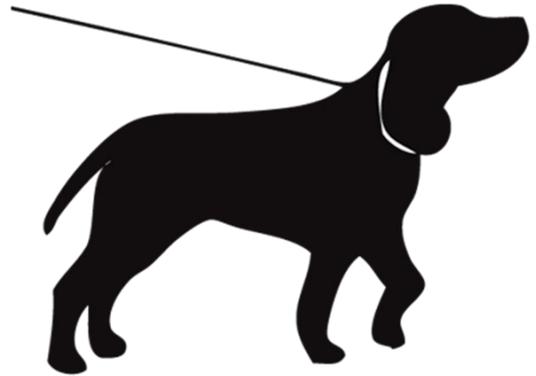
If you plan on voting in the upcoming General Election, you have less than one week left to register! You **MUST** be registered by October 5<sup>th</sup>. Visit <https://registertovoteflorida.gov/home> to register. To check your registration status, visit <http://pbcelections.org> and click the "My Status" button.

## PETS ON OUR BEACH

We want to remind our residents that take their dogs onto our beach that the Town Ordinance requires dogs to be on a leash.

### **Sec. 4-5 of the Town Ordinance states:**

*No person owning or having possession, charge, custody or control of any dog or cat shall cause, permit or allow the animal to stray, run, be, go or in any other manner to be at large upon any public property, or on private property of others without the express consent of the owner of such private property. "At large" shall mean off the premises of the owner or custodian of such animal and not under the control of a leash, cord, chain or mechanical restraint. In order for an animal to be allowed on public property or private property of others, it shall be restrained by a leash, cord, chain or mechanical restraint of dependable strength not exceeding ten (10) feet. Animal walkers are also required to carry a plastic bag, "pooper scooper" or other device sufficient for the removal of waste. Public and private property shall include the beach front, the Atlantic Ocean and any other bodies of water within the town limits.*



***Keep your pet on a leash – it's the law!***

### **“SAFE PLACE”**

The Highland Beach Police Department offers our residents the opportunity of using the front parking lot of the Police Department as a “Safe Place” to exchange goods bought and/or sold online from websites such as Offer Up, Craigslist and eBay. Residents who are purchasing or selling something to a stranger online can meet in front of the police department to conduct their business. This area also has recorded video surveillance.



Conducting business with strangers in these environments will help ensure your transactions occur safely in a familiar environment to our community.

If you need any information regarding online transactions, please contact us at (561) 266-5800.

## DERELICT VESSEL UPDATE

As previously mentioned in the last Manager's Minute, a 40-foot sailboat came ashore in the south end of the Town a few weeks ago. The boat had lost power to the engine and the strong gulfstream took the boat off course and eventually drifted ashore where the hull became lodged in the sand.

The owner who has lived on the boat for the past 3 years, does not have the funds to have the inoperable vessel of that size and weight to be removed from the shore. The Florida Fish and Wildlife Commission (FWC), who has jurisdiction over the matter, has cited the owner and deemed the boat as a "derelict vessel". The owner of the boat had 21 days to request an administrative hearing on the case and has also been charged criminally with s.376.15(2). At the expiration of the 21 days, FWC issued a Letter of "Removal Authorization" for this vessel.

The Town must adhere to the FWC derelict vessel guidelines in earnest to get the boat removed. The Town put out a competitive solicitation for bids in order to remove the vessel. Bids were opened on September 29, 2020, with two companies submitting proposals. Now the Town will submit an application to FWC for review, which will include the proposal from the lowest and most responsible bidder. Once FWC provides approval to move forward, the removal of the vessel will commence.



Throughout this time the Town has been in continual contact with authorities of the FWC to ensure the process moves as expeditiously as possible.

## DUNE RESTORATION MANAGEMENT

At the September 23, 2020 Natural Resources Preservation Advisory Board meeting, the Board discussed the necessity for educating the public, and more specifically our residents, on dune restoration, maintenance and management. As residents and private beach owners, it is important to note that you are responsible for the maintenance and preservation of the dunes. The Commission has tentatively adopted a draft of initiatives, which includes dune restoration. While the initiative is in the beginning stages of being conceptualized the Advisory board, Town staff and Town Commission, encourage the residents to view the presentation presented by resident Dan Ballante on dune management and restoration. The presentation can be found on the [Natural Resources Advisory Board's webpage](#) or you may download a copy [here](#).

## NEW AT THE LIBRARY

Celebrate the 100th anniversary of the Nineteenth Amendment with our new poster exhibition *Votes for Women: A Portrait of Persistence*. This exhibit from the Smithsonian Institute explores the complexity of the women's suffrage movement and its relevance to Americans' lives today.



(l-r) *Votes for Women* by Egbert Jacobson, c. 1903-1915, Schlesinger Library, Radcliffe Institute, Harvard University; Suffrage Pageant, 1913, Library of Congress; Ida B. Wells-Barnett by Sallie Garrity, c. 1893, National Portrait Gallery

Not here in person? Our art exhibit has gone virtual! Photographer Jill Sneiderman and painter Trish Kahn will take you on a guided tour of their exhibit, *Bold Journeys*. Visit the library webpage at <https://highlandbeach.us/departments/library/> to view the show.

## TAKE-HOME CRAFTS FOR KIDS

Hey parents! Do you need to keep the little ones busy? Our children's library assistant Miss Leah has put together some fun, easy craft kits for kids to make at home. Email her at [lladner@highlandbeach.us](mailto:lladner@highlandbeach.us) or call 561-278-5455 to pick up a kit.

## BEACH CLEAN UP

Officer Eric Aronowitz led Scouts from Scouts BSA, Troops 296 & 4296, out on Sunday, September 27, 2020 and removed over 200 pounds of trash from our beach!



## OPERATIONS AND PROJECTS

**FDOT:** The Florida Department of Transportation (FDOT), is currently surveying the right of ways on A1A throughout Town, identifying where the utilities and anything that may be buried in the right of ways, are located. This is in preparation for the upcoming Resurfacing, Restoration and Rehabilitation (RRR). Once the survey is complete, the flags will be removed and the paint that is being used, which is chalk based, will wash away. The project schedule is outlined below:

30% Plans – June 2021

60% Plans – March 2022

90% Plans – January 2023

100% Plans – May 2023

Letting – September 2023

Construction begins: December 2023

***To homeowner's and condominium associations located on A1A: Please remind your lawn maintenance companies that the removal of survey flags is illegal.***

**Fiscal Year 2020-2021 Budget:** On September 22, 2020 at 5:01 PM, the Commission officially adopted the fiscal year 2020-2021 budget and final millage rate. As mentioned previously, the Town is in a strong financial position and the recent pandemic will not require an increase in millage rates to Town residents. Town Manager Labadie, Finance Director Lalla, the Financial Advisory Board and the Town Commission worked extremely hard to present, analyze and adopt a balanced budget. All of their hard work is commendable.

### **Public Works Update:**

As a friendly reminder to all property owners: Please make sure when cutting trees, hedges, etc. on your property, that you remove vegetation from the storm drains. Additionally, if trees or hedges are trimmed using a company, that company is responsible for hauling away the vegetation.

### **“Code Tip of the Month” - Temporary Signs:**

It's General Election time again, and with election time comes a bevy of political campaign signs sprinkled throughout the landscape. While everyone has the right to display their support for their favorite candidate on their property, you can imagine (or perhaps have seen) what it looks like when A1A has what seems like a never-ending sea of signs in all shapes and colors. It is because of this, that the Town of Highland Beach and the State of Florida have specific ordinances aimed at addressing visual clutter and dangerous, distracting obstructions.

Highland Beach Ordinance 23-9(e) prohibits the placement of temporary signs, other than government signs displaying government messages, on public property and public rights of way. The public right of way is typically defined as 50ft on either side of the crown of the road (highest point) along A1A and 25ft on either side of the road for all other streets within the town. This means any temporary sign, including real estate signs, political signs or any other free speech signs, must be placed on the private property of the resident or homeowner. This reduces the visual clutter along the roadway and removes additional distractions for drivers, bicyclist and pedestrians.

For any temporary signs placed in the right of way, the town may issue a Notice of Violation or the signs may be summarily removed by the town and kept at Town Hall for a period of 30 days to be reclaimed. After 30 days, temporary signs will be disposed of if not claimed. If you are wanting to put a temporary

sign on your property, but you are not sure where your property line ends and where the right of way starts, you can check the [Palm Beach Property Appraiser website](#) to get an idea of where the right of way is. You can also check where your utilities are placed, as these are typically in the right of way and of course you may always check with the Town's Code Compliance Department and they can advise you of acceptable locations to place your temporary signs.

## **BUILDING/PLANNING DEPARTMENT UPDATES**

The Town of Highland Beach Building Department (August 2020):

- Issued 66 permits; and,
- Conducted 247 inspections at 79 sites; and,
- Received 20 new code enforcement complaints/requests; and,
- Opened 18 new code enforcement cases & closed 22 cases (currently there are 23 open code enforcement cases).
- 7 cases are scheduled for hearing.

### Properties Under Construction

- 4205 Intracoastal Drive – New single-family construction
- 2352 South Ocean Blvd – New single-family construction, pool, deck, dock and seawall
- 4513 South Ocean Blvd – New construction, two units
- 4403 Intracoastal Drive – New single-family construction
- 4410 Tranquility Drive – New single-family construction, dock, seawall cap, two seawall returns
- 4005 South Ocean Blvd – New single-family construction
- 2475 South Ocean Blvd – New Single-family construction
- 4200 South Ocean Blvd – Reconstruct 4 units to 3 units
- 1016 Bel Air Drive – Boat lift (slip number 7)
- 1004 Bel Air Drive – Boat lift (slip number 3)

### Properties Soon to be Constructed

- 1100 B Highland Beach Drive – New seawall, seawall cap and concrete dock
- 4206 Intracoastal Drive – New single-family construction
- 11 Ocean Place – New roof terrace on existing rear covered patio
- 4318 South Ocean Blvd – Boat lift

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

## TOWN OF HIGHLAND BEACH COMMISSION



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