

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 – November 2020

INTRODUCTION

As the cold weather patterns blow into the northern reaches of the country, these same weather patterns blow in car carriers, holiday spirit and our wonderful seasonal residents. We welcome home our seasonal residents!

As we all celebrate the Thanksgiving Holiday at the end of the month, I would like to thank our residents for their perseverance and support during this strange year and meeting the challenges posed by the pandemic. I would also like to thank the Commission for their continued support and community leadership. And lastly, I would like to thank our amazing employees who have remained dedicated to providing outstanding public service to our residents.

The recent spike in positive COVID-19 cases over the last few weeks is being called the beginning of a second, or possibly third, wave or surge of the COVID-19 pandemic. While I truly hope this is not the case, we must find it within ourselves to continue to push through this pandemic together and overcome the "COVID fatigue." We must be reminded to take care in our daily routines and remember to practice prevention measures such as mask wearing, social distancing, avoiding crowded places, and frequent hand washing. Please be safe and know we are here for you if needed.

For more information on COVID -19, visit www.highlandbeach.us.

Our Annual Light Up the Holidays event has been canceled; however, we will still be installing our holiday lights around Town Hall. I will miss seeing everyone this year to share in the holiday cheer.

Even with the pandemic afront, the Highland Beach Commission and staff have been working hard on several large and important projects.

Starting November 5, the Commission and advisory boards will be meeting in-person in the chambers, as Executive Order 20-

Upcoming Events:

November 5, 2020 – Town Commission Meeting

November 12, 2020 – Planning Board Meeting

November 17, 2020 – Town Commission Meeting

November 19, 2020 – Financial Advisory Board Meeting

December 1, 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.

246 issued by the Governor allowing virtual local government public meetings is set to expire on November 1. The public will need to pre-register to attend in-person or via the Zoom virtual meeting platform. There will be a limit on the number of persons allowed into the chambers and those allowed in must wear facial coverings and have their temperature taken. The room will be set with protective Plexiglas dividers and CDC social distance spacing between seats. Seating is limited.

The instructions for preregistration attendance/participation and viewing of the meeting can be found [here](#). Please contact the Town Clerk's Office at publiccomments@highlandbeach.us or (561) 278-4548 for more information.

Milani Park: The Commission has been working in partnership with the county to find a more acceptable park design that is a better fit for the property's physical and environmental conditions. To help illustrate our concerns to the county on the site's true beach capacity (when considering constraints imposed by the Yamato Rock feature and small beach head), the Commission has planned a "beach sit-in." More information on the "beach sit-in" can be found on the next page.

Water/Sewer Rate Study: The Commission continues to work diligently on the FY 2020 Revenue Sufficiency and Rate Study – Water and Wastewater Systems. The study was released and discussed by the Commission and Financial Advisory Board. On October 6, 2020, the Commission provided additional guidance to staff and the consultant on the final proposed rate structure. The response and updates based on recent guidance will be discussed at the November 5 Commission meeting.

Crosswalks: As you move through Town, you will notice the newly installed pedestrian activated, rapid flashing beacon crosswalk signs. These new signs provide additional safety for residents crossing A1A. The last remaining work includes reconstruction of many of the landing areas to ensure compliance with ADA.



Strategic Priorities Plan: On October 6, 2020, the Commission approved the 2020 Strategic Priorities Plan. The plan has our vision, mission and value statements along with a prioritized list of community projects and initiatives that are organized in four operational categories. The plan serves as a management tool to ensure the efficient deployment of resources to systematically complete the aforementioned projects. Progress on the projects and initiatives will be provided on a quarterly basis to the Commission and on our website.



Happy Veterans Day to our military and their families, who sacrifice so much to keep our country safe and strong. On this day, we honor all current and former members of the Armed Services. Our country's greatness is built on the foundation of your courage and sacrifice. Not only should we thank the military this Veterans Day, but we should resolve to thank them throughout the year for the vital service they perform for our country.

A SAFE HALLOWEEN DURING PANDEMIC

The CDC doesn't recommend trick or treating this year, but if you choose to go - take the following steps recommended by the Early Learning Coalition of Palm Beach County to make it safer for you and your community.

- Avoid direct contact with trick-or-treaters.
- Pass out treats outdoors.
- Set up a station with individually bagged treats.
- Wash hands before handling treats.
- Wear a cloth mask and make it part of your costume.
- When going door-to-door, wash your hands as frequently as possible and bring hand sanitizer.
- Keep your distance.



For more information, go to www.elc-palmbeach.org or www.cdc.gov.

SAVE THE DATE: NOVEMBER 18TH AT 10:00 AM

Now is your time to help the Milani Park effort! After several meetings and negotiations with Palm Beach County in an initiative to convince them to not move forward on the agreed upon plan for the 125-car parking lot for Milani Park they have offered a preliminary rendering for a Phase 1 and then a Phase 2 plan for Milani Park.

Phase 1 will have 42 parking spaces which will result in more than 100 people (2 ½ people per car) on the beach at one time when fully occupied. This is far better than the 125-car lot that was agreed to 10+ years ago.

Phase 2 adds an additional 58 parking spaces if the need arises some 8-10 years later. Naturally, we are genuinely concerned about this idea of a Phase 2 because the small beach clearly cannot accommodate that many people.

On Wednesday November 18th at 10:00am (High Tide), the Highland Beach Commission is requesting the presences of at least 100 residents to come to the beach, Milani Park-Yamato Rock. This will demonstrate what 100 people would look like on the beach during high tide. We have coordinated for Ariel photographs to be taken from a drone that will be used to demonstrate to the County Representatives our concerns and how the beach is far too small for the idea of Phase 2, and possibly even for the 42 cars in Phase 1.

Phase 1 and Phase 2 rendering can be found [here](#).

We look forward to seeing you on the 18th. Bring beach towels or blankets to sit on.

Naturally, masks and social distancing are the protocol.

SAFETY TIP: FROM THE BUILDING OFFICIAL

Do Not Vent a Bath Fan into an Attic

When remodeling a bathroom, it's a good time to make sure your fan is properly vented. Fans must be vented all the way to the outside of your house. Venting directly into an attic space might be easy, but your fan is going to deliver plenty of humid air into your attic where it can cause mold and rot. The building code requires venting the air from the fan to outside your house using a 4-inch-diameter vent pipe. If you don't have a fan, you must have a window that opens to the outside in lieu of mechanical ventilation.

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. *(It is important to note that all records of the Town are public including the emails list.)*

GENERAL ELECTION INFORMATION

Palm Beach County early voting began on October 19, 2020. You may download a copy of the early voting locations [here](#). For additional information please visit the Palm Beach County Supervisor of Elections [website](#).

TOWN OF HIGHLAND BEACH - GENERAL ELECTION

The Town of Highland Beach will hold its General Election on Tuesday, March 9, 2021, between the hours of 7:00 a.m. and 7:00 p.m. The purpose is to elect a Vice Mayor-Commissioner for a three-year term ending March 2024, and one Commissioner for a three-year term ending March 2024. To be eligible for election the individual must be a United States citizen, and a qualified elector of the Town of Highland Beach, State of Florida for a period of not less than one year immediately preceding the beginning of the qualifying period.

The first day of qualifying begins Tuesday, November 24, 2020, at 12 noon and the last day of qualifying ends Tuesday, December 8, 2020, at 12 noon. Individuals seeking to qualify as a candidate for the General Election must file qualifications papers in person with the Town Clerk at Highland Beach Town Hall, 3614 South Ocean Boulevard, Highland Beach, Florida, during regular office hours Monday through Friday, 8:30 a.m. to 4:30 p.m. For additional information, please contact Town Clerk Lanelda Gaskins at (561) 278-4548.

Registered voters in Precincts 4128, 4129 and 4156 are qualified to vote in this election. To qualify as a registered voter for this General Election you must register with the Palm Beach County Supervisor of Election by February 8, 2021.

SCAMS – BEWARE

As we all know, scams continue to target everyone and anyone with a cell phone or computer. Only 3 months ago, we sent information out in the Manager's Minute to make our residents aware of the ongoing scams that are so prevalent. In just the last few weeks we have taken police reports in cases that have resulted in more than \$40,000.00 in lost money from various scams. Unfortunately, it's probably safe to assume that there may be more victims that haven't reported it.



We want to do all we can to protect those that are most vulnerable, the ones that are “trusting”, that may live alone and may not have that support system to rely on, to keep them from being victims to these scams. Typically, by the time they are contacting us, it is too late, and they are already out thousands, sometimes tens of thousands of dollars, all because they “trusted” in that phone call, text, or email.

It is important to know that someone does not have to wait to be a victim to contact us. Our Police Department is always available to answer any questions or provide information. If you know someone who is uncertain about some type of scam or suspicious activity, or could just benefit from us talking with them, we are ready and willing to do so. You may contact the Highland Beach Police Department at (561) 266-5800.

CITY OF DELRAY BEACH NOURISHMENT PROJECT

Currently, the City of Delray is preparing to undergo a beach nourishment project, beginning in 2021. The City of Delray Beach is in the permitting process with the Florida Department of Environmental Protection (FDEP)/Army Corps of Engineers (ACOE); however, this project is part of a permit related to beach nourishment that was granted to the City in 1973. Upon learning of said project, the Town has been proactive in gathering information related to the project prior to the commencement. The Town's marine consultant, under direction of the Town Manager, took a preliminary look at the proposed project and noted that the burrow area in which the sand will be dredged extends approximately 1000 feet into the north end of Highland Beach. The dredging will be done 1.5 miles off shore. At the October 20, 2020 Commission meeting, Town Manager Labadie advised the Commission of the findings and they directed him to develop a draft letter citing the concerns that Highland Beach has with the proposed project. The draft letter will be included on the next meeting agenda on November 5th for the Commission's review and possible approval.

LIBRARY UPDATE

The library is currently offering 30-minute appointments to come in to browse or use the computers. Call (561) 278-5455 to schedule a visit. To pick up items you've reserved online or by phone, just knock on the door any time.

New Theater Lights in the Community Room

Thanks to the generous support of the Friends of the Library, we have installed new energy-efficient spotlights and floodlights for the stage in the Community Room. We look forward to welcoming visitors back for in-person events in the future when we are able to ensure a safe, comfortable environment for all. In the meantime, we will be using our new lighting system as we develop virtual programs that you can enjoy from home.



*Recycled newspaper
flower bouquet for adults*



Fall crafts for kids

OPERATIONS AND PROJECTS

“Code Tip of the Month” – Storm Water:

As the rain continues to fall in Highland Beach, here are a couple tips for dealing with the typical ponding and puddles that arise during heavy downpours. One big precaution that everyone can do, is make sure that when bulk trash and tree trimmings are placed out every week, they do not obstruct the flow of water to the storm drains. Under no circumstance should bulk trash be placed directly on top of the storm drain grates located on the swale next to the road. All bulk trash, as well as garbage cans, should never be placed on the street or sidewalk, but instead should be placed on the grass adjacent to the road. This will allow storm water runoff to easily flow out to the intracoastal waterway and into grassy swales instead of restricting flow and causing flooding.

Irrigation systems are another area where you can help mitigate rainwater flooding. Investing in a rain sensor for your irrigation system, or manually turning your sprinklers off before or after rain events will prevent excess flooding and unnecessary water usage. Ensuring that your yard is not saturated with water by limiting each zone to no more than 15 minutes and operating between the hours of midnight and 6AM, will allow moderate amounts of rainwater to be absorbed into the ground more easily. Of course, make sure all sprinkler heads and pipes are intact and not flowing large amounts water into the ground.

Creating more pervious space with plants and other vegetation on your property allows water to be absorbed into the ground instead of being directed to roadways and sidewalks. Ensure that your gutter system is operating properly and the runoff is directed to these pervious areas. The more paved, impervious land that is created, the worse the impact of rainfall will be on all other areas. Ultimately, when mother nature decides unleash the deluge, there is not much we can do to stop all the water accumulation, but following these tips can help improve the ability of the ground to absorb the water and channel it off the roads and sidewalks.

BUILDING/PLANNING DEPARTMENT UPDATES

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

- Issued 61 permits; and,
- Conducted 312 inspections at 98 sites; and,
- Received 23 new code enforcement complaints/requests; and,
- Opened 17 new code enforcement cases & closed 18 cases (currently there are 19 open code enforcement cases).
- 6 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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