

## **Juno Beach Town Council Goal Setting Workshop**

**Location:** Town Center

**Date:** April 25, 2016

**Time:** 4:00 PM – 8:00 PM

### **Agenda**

#### Opening Remarks and Objectives for the Session

#### Review of Status of Action Items from the 2015 Goal Setting Workshop

#### Police Issues

- Citizens' Patrol – Should the Town initiate a Citizens' Patrol?
- Forfeiture Funds
  - What qualifies as being included in forfeiture funds?
  - What can the money be spent on?
  - Who authorizes expenditures?

#### Planning & Zoning Issues

- The Planning & Zoning Committee has not met in at least nine months. How can the Town get more benefit of their expertise? Should the Committee meet monthly? Should the Committee's mission be expanded?

#### Streets, Parking & Traffic

- Parking situation on Mars Way and Mercury – Tradesmen and vendors from nearby condo are parking on Mars Way, creating congestion for the residents. Has this been resolved to the residents' satisfaction?
- Traffic light at Ellison Wilson and Universe – Need to change from a standard red – yellow – green format during off-peak traffic hours to a blinking light.
- Puddles – water is ponding on Ocean Drives

#### Old Town Hall Site

- Should the property be designated as “excess property”?
- Should the space be designated as a park?
- If a park, is it appropriate to honor Mort Levine by dedicating the site as “Mort Levine Memorial Park”
- Would it be appropriate to hire a planner to provide alternatives for the site's usage?

#### Communication Issues

- “Meet with the Mayor” sessions? “Coffee with a Council Person”? How to provide citizens with informal access opportunities with their elected officials?
- Marine Life Center co-branding opportunity – Could Town work with Center to state that the Center is in Juno Beach
- How do we get more media coverage for the Town?

## Governance

- Consider rotating the mayor position to give other elected officials the opportunity for the position
- The Council should have more interaction and communication other than at Council meetings. Consider more workshops.
  - Try for more unanimity instead of 3-2 votes by discussing issues in workshops to try to gain consensus

## Other Issues

- Should the Council consider a storm shutter ordinance?
- Weekend Code Enforcement – Have code compliance officers work one Saturday a month (random Saturdays) to try and discourage unpermitted work from being performed on the weekend.
- Should the Council consider a bed limit for Rehabilitation Centers
- What is the status of Frenchman's Creek's expansion plans?
- Beach re-nourishment – should action be taken now to avoid expensive costs in the future?
- There seems to be a lot of complaints about the permitting process – have changes been made that make it more difficult than in the past?
- Can the Town purchase the motel that is owned by the county and being used for storage?
- Misinformation - how can we make sure that people are dealing with facts? There are many people that think that not releasing the old Town Center property has stopped the development of the adjacent property. How can we find a way to provide factual information.
- Excess Property Process – We need to ensure consistency with the excess property process as we go forward.
- Audience Behavior - Rancor, booing, and juvenile performance should not be tolerated. All ideas should be respectfully heard. There are techniques that can be used at the beginning of meetings to make sure the entire audience understands and supports that common courtesy. We should consider it.

## Review of Status of Action Items from the 2015 Goal Setting Workshop

## GOAL SETTING WORKSHOP OF APRIL 27, 2015: STATUS REPORT

### **1. POSTAL VAN AND ZIP CODE: (*Vanessa Dunham*) COMPLETED**

Council requested staff send a letter to Patrick Murphy requesting his help in getting the Postal Van back at the Town Center and the Town's own zip code.

**Status (06/12/15): Staff prepared a letter on May 11<sup>th</sup> for Council to sign and mailed it out to Congressman Patrick Murphy for the following week.**

### **2. MUNICIPAL ELECTION DATE: (*Vanessa Dunham*) COMPLETED**

Council requested staff contact the Supervisor of Election and get a cost savings from her office if the Town decided to change the election date to the County election date in November.

**Status (06/12/15): Staff emailed the Supervisor of Election on April 30<sup>th</sup>. The Supervisor of Elections responded with an email regarding changing the date. Below is the email from Ms. Bucher**

Vanessa:

Your request for information about considering moving the Town of Juno Beach's election has been forwarded to me.

The Supervisor of Elections Office only has November elections every even numbered year. Additionally, we have worked hard to establish the second week in March as our Uniform Municipal Election Day. In fact, we are just now working with Jupiter Inlet Colony, who will be moving to the Uniform date; leaving only the Town of Palm Beach with a February election date. Therefore, 37 of our 38 municipalities are currently conducting elections on the Uniform Municipal Election Day in March.

Also, in accordance with the law, municipal elections are listed last on the ballot when they are combined with county, state and federal elections. I would suggest that you may wish to speak with the City of Lake Worth, who in the past had elections in November. I believe they will confirm the "down ballot drop off" by the voters that they experienced. In one case one of their commission races appeared on the bottom of the first page and the second commission race appeared on the back of the page. The drop off by voters not voting from front page to back page was very substantial.

Finally, we would prefer not to have to make the election books available in our off election year, as this is the time we use to maintenance, repair and upgrade our equipment and programs before heading into countywide election cycles.

I have provided an estimate below for the stand alone election, what you were charged for having your election with the other municipalities during the uniform date and what we estimate it would cost during the years that you would combine your election with the county, state and federal elections in November.

If we may provide any additional information, please do not hesitate to contact me directly. Thank you.

Stand Alone Election	Uniform Election Date	Combine with Nov
\$8,903.89	\$5,362.31	\$\$4,054.00

Susan Bucher  
Palm Beach County  
Supervisor of Elections

- 3. TRAFFIC LIGHT ON ELLISON WILSON AND UNIVERSE: (Tony Meriano) COMPLETED**  
Council requested staff contact George Webb (PBC Engineering Department) to schedule another traffic study.

**Status (08/07/15):** The traffic signal was fully activated by the Palm Beach County Traffic Department on Thursday, July 23, 2015.

**Status (06/12/15):** The Palm Beach County Traffic Engineer has agreed to turn the traffic signal at this location on once his staff can determine the equipment needed to make the change from flash to a fully functional signal. Staff has been informed the process, programming and equipment needed to get the signal fully operational may take up to 90 days.

- 4. ELECTION DAYS PARKING: (Vanessa Dunham, Tony Meriano and Ruben Cruz) COMPLETED**

Council requested staff create signage to reserves parking spots for voters on election days.

Public Works staff will coordinate with Town staff to cordon off an adequate number of parking spaces whenever an election is held at the Town Center.

**Status (06/12/15):** Staff has calendared this item and will have reserved parking for voters on election days.

- 5. RED LIGHT TRAFFIC CAMERAS: (Andrea Dobbins) COMPLETED**

Council requested staff schedule a shade meeting to discuss the class action law suit regarding red light traffic cameras.

**Status (9/4/15):** A shade meeting was scheduled for August 27<sup>th</sup> at 4:00pm with Town's defense attorney, the town manager, the town attorney and council.

**Status (08/07/15):** No decision has been made by the judge in this case yet.

**Status (07/10/15):** Staff has spoken to our attorney and we are waiting on a decision by the judge on a motion to dismiss that was filed by the defendants. Once the decision has been made on this we can schedule a shade meeting for the Council and the attorney.

- 6. SPEEDING IN TOWN: (Brian Smith) COMPLETED**

Council requested staff put a mannequin in a police vehicle to deter speeders.

**Status (9/4/15):** Police Officers will continue to monitor these conditions in Town.

**Status (08/07/15):** The Police Department continues to utilize decoy vehicles with tinted windows as well as directed enforcement to speeding violators.

**Status (07/10/15):** Decoy vehicles will have dark tinted windows so motorists cannot tell if occupied.

- 7. MOTORCYCLE NOISE: (Brian Smith) COMPLETED**

Council requested extra police detail on the weekends to help with motorcycle noise.

**Status (9/4/15):** Police Officers will continue to monitor these conditions in Town.

**Status (08/07/15):** Officers are instructed to pay special attention to any issues concerning loud motorcycles, especially on weekends. The department has received only one complaint since January 1st of 2015.

**Status (07/10/15):** Officers have been instructed to pay special attention to any issue concerning loud motorcycle noise, especially on weekends. A records check revealed that there has been only one complaint of motorcycle noise since January 1, 2015.

**8. WATER PUDDLING: (Tony Meriano)**

Council requested staff change the current policy and take action to provide drainage clearance without asking permission from property owner's first. Council also requested staff check all areas for drainage.

**Status (04/1/16):** The Palm Beach County Highway Director agreed to evaluate the ponding conditions on Ocean Drive and advise the Town of his findings. He stated the evaluation could not be performed until the "rainy season" where he could reasonably assess conditions along Ocean Drive. To date we have not received any feedback from the Highway Director.

**Status (01/8/2016):** Staff has contacted the Palm Beach County Highway Department, the agency responsible for swale and swale maintenance. Their director stated that he would have his staff evaluate locations along Ocean Drive (A1A) to determine where additional swales may be needed to effectively handle storm water runoff from ponding on the roadway. He will evaluate the situation during periods of various intensity rain events.

**Status (08/07/15):** Recent County staff transfers and managerial realignments have delayed the evaluation of their storm drain swale system along ocean Drive. Public Works staff continues to work with the new supervisors to get their commitment to install new swales on Ocean drive in problematic ponding locations.

**Status (06/12/15):** Public Works staff will work with the Palm Beach County Highway Department to identify locations along Ocean Drive where installing swales or modifying existing swales within the public right-of-way can minimize the impact of ponding water on the roadway.

**9. CROSSWALK AT OCEAN DRIVE: (Tony Meriano) COMPLETED**

Council requested staff research requirements for crosswalks at intersections.

**Status (06/12/15):** Staff spoke with the Palm Beach County Traffic Engineer to consider crosswalks at intersections to residential streets along Ocean Drive. The PBC Traffic Engineer opposed additional crosswalks since there is no data which would justify a reasonable amount of pedestrian activity to require additional crosswalks. There is the issue of where and how to tie in new crosswalks. The County requires that crosswalks tie into safe walking surfaces on both sides of the crosswalk. There are no sidewalks on the west side of Ocean Drive. He stated that installing additional crosswalks could cause confusion for drivers and the street would look like a "forest of signs".

**10. BOARDWALK AT LOGGERHEAD PARK: (Tony Meriano and Joseph Lo Bello) COMPLETED**

Council requested staff contact Palm Beach County to discuss the possibility of a boardwalk at Loggerhead Park. Council also requested staff contact Loggerhead Marine Life Center regarding this issue.

**Status (06/12/15):** Staff has contacted Palm Beach County Department of Environmental Resource Management (ERM) and the Florida Department of Environmental Protection (DEP) to get their opinions relative to a resident's proposal and an ensuing goal of the Town Council for a boardwalk on Ocean Drive. Representatives from the two regulatory agencies have stated that their organizations would be opposed to such a project because of environmental concerns to the vegetation, dune and wildlife.

ERM stated that they already provide beach access at a walkover within the Natural Area and a high viewpoint from the shade shelter to the west. Permitting requirements would include a state Environmental Resource Permit (ERP) since the area is east of the Coastal Construction Control Line. ERM staff is unaware of any grant sources for such a project.

DEP argues that the residents proposed boardwalk diagram is far too vague and any large scale proposal must be submitted to this agency with clear definition and engineered plans. Once submitted, permit managers from DEP would review and comment on the proposed project.

The Administrative Assistant for the County Commissioner met with the Town resident who had suggested the boardwalk concept on May 22nd. After explaining the regulatory requirements for such a project, the resident withdrew his request for this project.

**11. ADMINISTRATIVE IMPROVEMENTS: (Ruben Cruz) COMPLETED**

Council requested staff look into generating a report of all the current businesses in Town.

**Status (07/10/15):** Town Clerk distributed the information to Council via email on June 19<sup>th</sup>.

**Status (06/12/15):** Staff has complied the information requested and will provide it to the Town Clerk for distribution.

**12. LOGGERHEAD MARINELIFE CENTER CO-BRANDING OPPORTUNITY: COMPLETED (Joseph Lo Bello)**

Council requested staff review the budget to see if an additional contribution is possible. Also staff should research the potential implications and liability of co-branding and speak with the Marinelifelife Center's Executive Director to explore potential relationship which would allow for the use of the Juno Beach name in the Center's publications and announcements.

**Status (9/4/15):** Staff spoke with Jack Lighton, President & CEO, Loggerhead Marinelifelife Center. Mr. Lighton expressed his appreciation and identified the Center's consistent efforts to include "Juno Beach, FL" in much of their correspondences, press releases, articles and other written material. At the August 26<sup>th</sup> Council meeting, the consensus of the Council was to not contribute any additional funds and keep the contribution amount at \$2,500.

**13. BURYING POWER LINES: (Andrea Dobbins) COMPLETED**

Council requested staff contact Palm Beach Shores and find out what they did, how they did it and what was the cost of the project.

**Status (07/10/15):** Palm Beach Shores is still in the "infancy" stage of putting their electrical lines underground. They indicated that they are currently in the discussion phase. No time frame was given for completion of this project. Jupiter Inlet Colony has issued an RFP for the

**undergrounding of their utilities but this will include work on the water/sewer not just FPL and telecommunication lines. The estimate for this project was \$6M indicated by the Mayor of JIC.**

**14. BRICK STREET SIGNS: (*Ruben Cruz and Tony Meriano*) COMPLETED**

Council requested staff look into the removal of the brick signs in Town.

**Status (07/10/15): Staff confirmed the signs were all on public property, but as a courtesy to the abutters, wanted to notify them of the Town's intention to remove the signs. Staff worked with the Town's Code Compliance Officer who contacted each abutter to explain that the brick street signs were to be removed. The four abutters were in favor of the removal, and once underground utilities were located and marked, Staff removed the four brick signs. Staff re-graded the sites and placed new sod where the signs once stood.**

**Status (06/05/15): Staff will determine if the brick street signs are within the public right-of-way (ROW). If the signs are within the ROW, they can be removed by the Town's Public Works staff. If the brick street signs are located on private property, Town staff can advise the property owners that the signs are unsafe and should be removed.**

**Staff is working on gathering pertinent surveys to determine the location of the signs, and the contact information of the adjacent property owners.**

**15. ANNEXATION: (*Andrea Dobbins*) COMPLETED**

Council requested staff conduct a cost/benefit analysis for each community to show the value of joining Juno Beach. Staff should develop a strategy for the approach to be made at each community and initiate discussions with Home Owners' Associations

**Status (1/29/16): The developer has turned the community over to the Home Owners Association for Frenchman's Harbor. In speaking with the HOA they indicated that if the town was able to negotiate a lower tax rate for their community they would consider annexation. I explained that unfortunately negotiating different mileage rates within the Town was not an option. I further explained that we have an open door policy and if they would like for staff to make a formal presentation about the added benefits of living in Juno Beach we would be happy to accommodate that.**

**Status (12/4/15): There has been no further dialogue between staff and the members of the HOA board for Seminole. They indicated that they would contact us if there is an interest within the community for more information about annexation.**

**Status (10/2/15): Staff spoke to the HOA president of Banyan (one of three associations in Seminole) and since they only have about a dozen homes in their association he recommended that staff contact the HOA president of Seminole Landing that has 40 homes. The association president was contacted and he will see what kind of interest there is in with his board and get back to us about the possibility of scheduling a meeting.**

**Status (9/4/15): Staff has a created a presentation to highlight the benefits of being a resident and property owner in Juno Beach. We anticipate making this presentation after the first of the year since the community is still under the authority of Toll Brothers. The hand-off to the home owners should take place by the end of the year. They will then be able to decide whether they would like to annex into the town.**

**Status (08/07/15): Staff is still gathering information to present to Frenchman's Harbor and Seminole.**

**Status (07/10/15): Staff has been gathering information and strategizing on how to approach the home owners in these areas. The developer has not yet turned over the community to the association for Frenchman's Harbor. This may take place in the next few months. Staff is working with Jupiter water utilities to see how much savings the owners would receive on their water bill. They currently have a 25% surcharge on their bill and could be more depending on usage. The landscaping irrigation is a very large expense as well and we could show them a substantial savings depending on actual billing.**

**16. POLICE ISSUES: (Andrea Dobbins) COMPLETED**

Council requested staff schedule a shade meeting to discuss the current law suit.

**Status (08/07/15): A shade meeting is set for August 27<sup>th</sup> at 4:00pm with our defense attorney, the town manager, the town attorney and with council.**

**Status (07/10/15): Staff was trying to coordinate a meeting with our attorney so that the council could inquire about the lawsuit involving two police officers and the ATS (red light) suit. We are waiting to see if the judge on the ATS suit will honor the defendants' Motion to Dismiss. He is supposed to make a decision by the end of July or the beginning of August. Once a decision is made we can have a shade meeting and either address both suits or just the one with the police officers.**

**17. GREEN CONSTRUCTION: (Andrea Dobbins and Ruben Cruz) COMPLETED**

Council requested staff educate homeowners and contractors on green construction. Council also requested staff contact Waste Management for input on this issue.

**Status (07/10/15): A "Juno Beach Construction Waste Management Plan" has been designed by Waste Management and outlines how they recycle construction debris from our project sites. Waste Management has been utilizing this green methodology for a number of years and strives to pursue green measures and sustainability whenever appropriate.**

**Status (06/12/15): Staff is conducting research, and working with Waste Management to gather information on their programs and practices.**

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**INTEROFFICE MEMORANDUM**

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**TO:** JOSEPH LO BELLO, TOWN MANAGER  
**FROM:** BRIAN J. SMITH, CHIEF OF POLICE *BS*  
**SUBJECT:** CITIZEN PATROL PROGRAM  
**DATE:** APRIL 15, 2016

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Background:

The Juno Beach Police Department currently utilizes many programs with an emphasis on developing community partnership in order to provide safety, security, and quality of life for the Juno Beach community. Although we currently have many successful programs, the Juno Beach Police Department is continuously looking for new programs to further our mission of enhancing the safety, security, and quality of life for the Juno Beach community. With this in mind, the Police Department would like to initiate a Citizen Patrol Program. This program would further the Police Departments goal of community partnership and a higher visibility of patrol vehicles. The Citizen Patrol Program would consist of high visibility patrols, increased roadway safety, and observe-and-report functions by voluntary members.

Discussion:

It is my recommendation that the Town of Juno Beach initiate a Citizen Patrol Program overseen by the Juno Beach Police Department. The three most important steps to starting a Citizen Patrol Program are; identifying trained and certified volunteers, establishing a Citizen Patrol Program Policy, and obtaining a Citizen Patrol vehicle. The Police Department's volunteer, Roland Guay, is trained and certified in the citizen patrol program and has enthusiastically requested to be part of this initiative. The police department is currently reviewing Citizen Patrol policies from both Jupiter and Palm Beach Gardens in order to establish our own Citizen Patrol policy. The Juno Beach Police Department has requested and been granted a donated vehicle from the Palm Beach County Sheriff's Office to be utilized for a Citizen Patrol Program.

Recommendation:

Staff recommends council discuss the implementation of a Juno Beach Citizen Patrol Program.

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**MEMORANDUM**

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TO: Joseph F. Lo Bello, Town Manager

FROM: Matthew A. Pazanski, Finance Director

DATE: April 25, 2016

SUBJECT: Forfeiture Funds – Explanation (Council Goal Workshop)

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**WHAT QUALIFIES AS BEING INCLUDED IN FORFEITURE FUNDS**

Florida Statutes 932.701-932.706 is known as the “Florida Contraband Forfeiture Act” and defines and outlines forfeitures, procedures and proceeds among other things.

In short, a “contraband article” which may become “forfeiture funds or forfeited property” are any real, personal, or other type of property that was acquired by proceeds obtained as a result of a violation of Florida Statute.

**WHAT CAN THE MONEY BE SPENT ON**

Proceeds shall be deposited in a special law enforcement trust fund established by the governing body of the municipality. Such proceeds and interest earned therefrom shall be used for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators for use in law enforcement vehicles, and providing matching funds to obtain federal grants. The proceeds and interest **may not be used** to meet normal operating expenses of the law enforcement agency.

**WHO AUTHORIZES EXPENDITURES**

These funds may be expended upon request by the chief of police to the governing body of the municipality, accompanied by a written certification that the request complies with the provisions of this subsection, and only upon appropriation to the police department by the governing body of the municipality.

