



## **FY 2024-2025 Strategic Priorities: Ranked Project List**

*12/03/2024; Revised 12/11/2024*

### **SP 1: Milani Park**

Description: Continue to work with Palm Beach County Administration and Parks and Recreation Department along with County Commissioner(s) on the future development of Milani Park. Milani Park is governed by a settlement agreement that stipulates design of the park and the timing of construction. The county has one more 5-year extension.

Progress: Contract compliance review is ongoing. An archaeologist to assist with cultural resource review has been secured. Town Mayor facilitating design conversations with Palm Beach County.

### **SP 2: Sanitary Sewer Lining Project**

Description: The sanitary sewer system has begun to show signs of deterioration and needs complete rehabilitation via a comprehensive lining project. The selected method of rehabilitation is the least disruptive and most cost effective. The residents in March of 2024 authorized the project at a not to exceed cost of \$3.5 million. Staff attempted to secure a "piggyback" contract to complete the project in phases. No such contract could be obtained; therefore, staff will commence securing a Clean Water State Revolving Fund Loan (SRF) to complete the project in one single phase.

Progress: Staff has reached out to the State of Florida SRF Program. This project cannot start construction until FDOT has completed the A1A Resurfacing Project. August application date targeted.

### **SP 3: Police Assigned Vehicle Program**

Description: To enhance the recruitment and retention of high-quality police officers and remain competitive with neighboring agencies, the Town Commission has directed the Town Manager's Office, in collaboration with the Police Department, to develop an assigned vehicle program. The project will also involve exploring and assessing various financing options.

Progress: The Town Commission authorized the program and necessary budget amendments. Legal reviewing contract which will be followed by ordering.

### **SP 4: Communication & Community Engagement**

Description: Actively communicate with the public through multiple mediums and platforms to ensure the community receives timely value-added communications regarding town business and affairs. Also, plan community events.

Progress: Ongoing. The Manager's Office sends out a weekly news flash, the Manager's Monthly Newsletter (emailed and mailed), updates Channel 99, and regular updates to Facebook. The Manager's Office is evaluating the value of using polls, surveys and other social media platforms. Website use and navigation to be evaluated to improve user experience. The Town of Highland Beach App is in development.

### **SP 5: Police Marine Docking/Access Facility**

Description: The project involves the design and construction of a marine docking facility to support the Police Department's patrol and rescue vessel. The facility will be situated at the western end of the Town Hall complex, behind the library. To offset project costs, the Town will actively seek grants and appropriations.

Progress: The Police Department has secured the FIND Grant (50% cost share) for the design portion of the project. The Town Manager's Office and Police Department will pursue grants/appropriations for construction. Staff recommends a referendum as cost may exceed charter spending limit and may not be able to meet grant match obligations if awarded.

**SP 6: A1A Highway RRR Project**

Description: Partner with FDOT to ensure the road rehabilitation and resurfacing (RRR) project is completed with limited and controlled disruptions to the community. The project includes needed drainage improvements, paved shoulder enhancements to accommodate cyclists and embedded crosswalk lighting.

Progress: Under Construction. Target completion date June 2025.

**SP 7: Town Entry Signs (A1A)**

Description: The two existing town entry signs have deteriorated and need to be replaced.

Progress: Signs have been constructed. South sign installed and waiting for north installation. Landscaping follows installation.

**SP 8: Marine Accessory Structures Ordinance Amendment(s)**

Description: Conduct an in-depth review of all ordinance provisions related to the installation and construction of marine accessory structures to ensure they are appropriate for waterfront property owners. The review shall include a public engagement process. The project is being facilitated by the Planning Board, ordinance sponsor and staff at the direction of the Town Commission.

Progress: Commission reviewed ordinance language (September 2024) then directed approved ordinance revisions to Planning Board for formal review and recommendation (First Read -- December 17, 2024.)

**SP 9: State Appropriations**

Description: Requests for state financial assistance for capital improvement and planning projects. Annually evaluate town operations and capital improvement plan for opportunities for appropriation requests and/or grants.

Progress: FY 2025 Appropriation requests to be discussed with Lobbyist November/December 2024.

**SP 10: Old Fire Station**

Description: Consider the rehabilitation of the Old Fire Station to not only store reserve apparatus and equipment for the Fire Rescue department but also create useful and beautiful multi-purpose space for community functions.

Progress: Preliminary design concepts and structural evaluation of old fire station completed. Project in value engineering and cost estimation phase. Staff recommends a referendum as cost may exceed charter spending limit.

**SP 11: Old Post Office (PD)**

Description: Explore the rehabilitation of the old Post Office into a security center and public entrance to the Police Department. Project will evaluation physical connection of the old Post Office to the existing Police Station.

Progress: Preliminary design concepts developed and shared independently with Commissioners. Value engineering and cost estimation phase has commenced.

#### **SP 12: Comprehensive Plan Update**

Description: Pursuant to state law, local governments are required to periodically update their Comprehensive Plan. The Town's comprehensive plan functions as a roadmap for a community's future growth and development, encompassing principles, guidelines, standards, and strategies to ensure orderly economic, social, physical, environmental, and fiscal growth. It captures the community's commitment to implementing sustainable, balanced development initiatives through detailed sections, which often include goals, objectives, and policies. These sections outline how the local government's programs, activities, and land development regulations will align with and promote the plan in a cohesive and consistent manner

Progress: The Town Planner along with the Town Manager's Office has engaged a consultant to assist with our Comprehensive Plan update. Initial internal staff meetings have commenced and will be followed by a Commission and public engagement and approval process.

#### **SP 13: Financial Management Systems**

Description: The Finance Department in partnership with the Manager's Office is updating the town's investment policy and the 5-year Financial Forecast Model.

Progress: The updates scheduled Winter 2025

#### **SP 14: Electric Vehicle Protocols (Fire Safety)**

Description: In response to the increasing use of electric vehicles and other battery-powered modes of transport, the Town Commission has tasked the Fire Department, in collaboration with Condominium Associations, with developing fire safety guidelines for vehicle charging and rechargeable battery storage. These guidelines will aim to ensure safe practices and reduce fire risks within the community. The guidelines will be accompanied by a public outreach campaign.

Progress: Guidelines developed by Highlands Place Condominium and Vice Mayor Stern and will be used as template for other groups. Outreach pending.

#### **SP 15: Preferred Employer Program**

Description: The Town Manager's Office, in collaboration with the Town Commission, will design and implement a comprehensive compensation, workplace, and benefits program. This initiative aims to attract and retain high-quality employees who excel in teamwork and are committed to delivering exceptional municipal services and public safety.

Progress: Ongoing with annual budget.

#### **SP 16: Home Occupation Ordinance Provisions**

Description: House Bill 403 which became effective July 1, 2021, prohibits local governments from taking certain actions relating to the licensure and regulation of home-based businesses, specifies conditions under which a business is considered a home-based business, authorizes home-based businesses to operate in areas zoned for residential use if the business meets certain criteria, specifies that home-based businesses are subject to certain business taxes and authorizes adversely affected current or prospective home-based business owners to challenge certain local government actions in violation of the statute.

The current "home occupation" regulations provided in Chapter 30 need to be revised to be compliant with Florida Statutes.

Progress: Town Commission reviewed draft ordinance concepts and directed Planning Board to conduct public review and make recommendations.

**SP 17: Dune Restoration & Management**

Description: The Town Commission assigned the Natural Resource Preservation Advisory Board (NRPAB) to work with staff to educate the public on the importance of dune restoration and management.

Progress: The updated the 2013 Beach Feasibility Study completed. Natural Resource Advisory Board educating the public on the results.

**SP 18: Intracoastal Waterway (*Speed Control*)**

Description: Community concerns exist regarding the safety of the intracoastal waterway, and the town needs to take an active role in its management.

Progress: Ongoing. The Marine Unit of the Police Department started in March of 2022 to improve boater safety by enforcing existing speeds, educating boaters, and heightening intracoastal presence. The police department will collect data and information that can be utilized by all stakeholders in the future to lower speeds and wakes in the intracoastal. The town will continue to meet with our neighboring communities and stakeholders to form partnerships to manage this critical resource.

**SP 19: Zoning District Evaluation (*Density*)**

Description: The Town Commission has directed to the Planning Board to commence a public review process of the permitted zoning densities of each zoning district within the town to see if it is appropriate to revise to preserve town character, accommodate redevelopment and protect property values.

Progress: The Planning Board has commenced its discussion of the public engagement process. The Commission has suspended further review pending Milani Park Project and “Live Local” legislative modifications. No other progress.

**SP 20: Public Record Digitization/Management Project**

Description: This project is the digitization of historical, hard copy records and documents.

Progress: Seventy-five thousand (75,000) records digitized to date and the goal is to digitize all historical records by end of 2024 and create a policy governing record management moving forward. Policy is drafted and under administrative review.

**SP 21: Charter Review/Amendments (*Annual Review*)**

Description: Annual review and consideration of necessary charter revisions and/or amendments to ensure effective and efficient town operations consistent with best management practices. This project also involves evaluation of the previous charter amendments.

Progress: Commission discussion Fall 2024/Winter 2025.

**SP 22: Evaluate Ordinance Development Process**

Description: Consider reviewing the current ordinance development procedure to ensure it is the most efficient and effective means of addressing community problems and challenges and engages the residents.

Progress: No progress to date. Preparing discussion for future Commission meeting Fall 2024/Winter 2025.

**SP 23: Temporary Sign Ordinance Review**

Description: The Town Commission and concerned residents have requested staff to evaluate the ordinance provisions related to temporary signs with a focus on political signs and real estate signs.

Progress: No Progress.

**SP 24: Gas-Powered Leaf Blower Regulations**

Description: Community concern has surfaced over the continued use of gas-powered leaf blowers within the community based on noise, pollution, and personal health.

Progress: No progress.

**SP 25: A1A Right-of-Way Beautification Project**

Description: The Town Commission has expressed interest in evaluating the landscape conditions of the A1A Right-of-Way following the completion of the reconstruction and resurfacing of the State Road. This evaluation aims to assess whether landscaping applications are necessary or beneficial to enhance the aesthetics and functionality of the greenspace within the right-of-way.

Progress: No progress.