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Town of Highland Beach, FL  
Town Clerk's Office

3505 S. Ocean Boulevard, Apt 6N  
Highland Beach, FL 33487

26 October 2022

Lenalda Gaskins

Town Clerk

Town of Highland Beach

Re: Letter of Interest in Commission Vacancy

Dear Ms. Gaskins:

I am interested in applying for the position of temporary town commissioner, starting in November 2022. I retired to Highland Beach in 2021 and have been getting involved with the community since then in several ways. I serve on the Highland Beach code enforcement board, volunteer at the Gumbo Limbo nature center, and act as an advisor to the Florida Atlantic University human powered submarine club.

As a former federal employee, I have experience with project management, engineering, and the processes involved in large acquisition projects. As a profession engineer (Virginia), I am familiar with water flow, civil engineering, and structural engineering.

I may have occasion to do some consulting work related to US Navy research in the future, but I do not have any consulting work at this time. I do not think that any consulting work that I take on would conflict with a position on the town commission, but of course I would notify you and the board if any potential conflicts of interest arise.

Thanks for considering my potential appointment.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Burke Murray", with a stylized flourish at the end.

J. Burke Murray, PE



**Town of Highland Beach  
Town Clerk's Office  
3614 S. Ocean Boulevard  
Highland Beach, Florida 33487  
Phone: (561) 278-4548 Fax: (561) 265-3582**

### **BOARDS AND COMMITTEES APPLICATION**

This information is for consideration of appointment to a Town Board. Please complete and return this form to the Town Clerk, along with your *resume and proof of residency such as a government issued identification or voter registration card.*

**PLEASE NOTE:** Florida Public Records Law is very broad. Documents relevant to town business is public records and is subject to public disclosure upon request. Your information provided within this application may therefore be subject to public disclosure.

NAME: J. Burke Murray PHONE: 240-810-6411

HOME ADDRESS: 3505 S. Ocean Blvd APT. NO. 6N

SUBDIVISION: \_\_\_\_\_ EMAIL ADDRESS: murray1956@gmail.com

**PLEASE SELECT THE BOARD(S) / COMMITTEE(S) ON WHICH YOU ARE INTERESTED IN SERVING IN NUMERICAL ORDER FROM 1 THROUGH 7, WITH 1 BEING YOUR FIRST CHOICE AND 7 THE LEAST CHOICE. (A description of the responsibilities of each Board is on the back of this application.)**

- |                                     |  |
|-------------------------------------|--|
| _____ Board of Adjustment & Appeals | _____ Code Enforcement Board                           |
| _____ Financial Advisory Board      | _____ Natural Resources Preservation Board             |
| _____ Planning Board                | <u>1</u> _____ Town Commission <b>*** (If vacancy)</b> |
|                                     | _____ Other Board /Committee                           |

### **PLEASE MARK YES OR NO FOR EACH OF THE FOLLOWING QUESTIONS:**

Are you a resident of Highland Beach? Yes ☒ No ☐

Are you a registered voter in Highland Beach/Palm Beach County, FL? Yes ☒ No ☐

Are you currently serving on a Town Board? Yes ☒ No ☐

Have you ever served on a Town Board/Committee? Yes ☒ No ☐

If Yes, please indicate the Board(s)/Committee(s) and dates of service:

Code Enforcement Board, December 2021 to present

Are you willing to attend monthly board meetings? In (Person / Teleconference) Yes ☒ No ☐

Per Town Code of Ordinance, I understand any member absence from three (3) consecutive meetings will be considered as resignation from the board/committee. Yes ☒ No ☐

Please list any special talent, qualification, education, or professional experience that would contribute to your service on the Board/Committee you have selected?

Master of Science in Ocean Engineering, Professional Engineer (Virginia), Knowledge of Ocean processes including waves, storm surges, and coastal erosion. 15 years experience with the US Navy (civilian) at the Naval Underwater Systems Center in Bethesda, MD

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Please summarize your volunteer experience(s):

Mentor to Human Powered Submarine Club at FAU, Volunteer at Gumbo Limbo Nature Center

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Florida Law requires appointed members on the Planning and Board of Adjustment and Appeals Boards to file a Form 1 - Statement of Financial Interests Disclosure form on an annual basis.

Vetting by the Board Chairperson. The Chairperson of each Board shall interview the applicant and submit a memorandum of recommendation to the Town Clerk's Office 14 days prior to the Town Commission Workshop Meeting for final appointment.

Palm Beach County Commission on Ethics requires appointed members to take the Code of Ethics Training every two (2) years.

I hereby certify that the statements and answers provided are true and accurate to the best of my knowledge.

  
\_\_\_\_\_  
Signature of Applicant

25 October 2022

\_\_\_\_\_  
Date

☒ Resume Attached

**J. Burke Murray, Professional Engineer**  
**3505 S. Ocean Blvd, Apt 6N**  
**Highland Beach, FL 33487**

**Summary**

Retired submarine designer for US Navy. Experienced in engineering design (specifically water flow), project management, and team leadership.

**Experience**

2004-2020

HEAD, HYDRODYNAMICS AND MANEUVERING SIMULATION BRANCH,  
NAVAL SURFACE WARFARE CENTER, BETHESDA, MD

Supervised 25 engineers who performed modeling and simulation work related to submarine design and performance. Supervised design, maintenance, and upgrade activities for submarine ship control trainers in Virginia, Connecticut, California, Georgia, Hawaii, and Guam.

1991-2003

ENGINEER, ANALYTICAL METHODS, INC

Performed engineering analysis and computer programming related to computational fluid dynamics and marine vehicles

1984-1991

ENGINEERING CONSULTANT, SELF EMPLOYED

Performed engineering analysis and computer programming related to computational fluid dynamics and marine vehicles for multiple clients in the United States. Managed contracts, taxes, and accounting for the business

1981-1984

ENGINEER, GENERAL DYNAMICS ELECTRIC BOAT DIVISION

Performed engineering analysis and design of submarines

**EDUCATION**

JUNE 1981

MASTER OF SCIENCE IN OCEAN ENGINEERING, FLORIDA ATLANTIC UNIVERSITY

Specialized in hydrodynamics

MAY 1978

BACHELOR OF ARTS, UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

Physics