



— POSITION AVAILABLE —

TOWN MANAGER

Apply by December 19, 2022

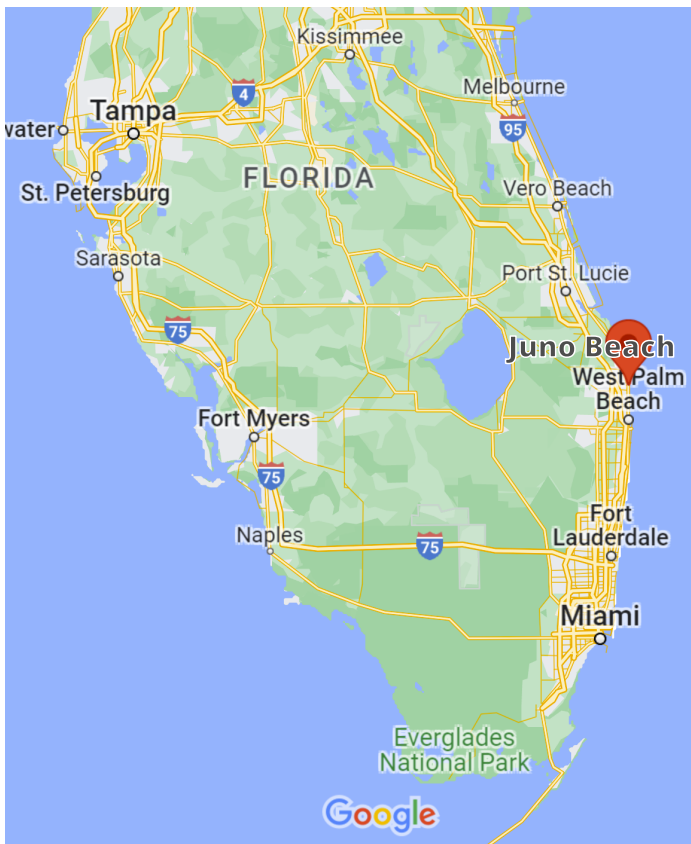
Juno Beach is a unique community with natural beauty that is hard to surpass. The Town encompasses an area of 2.65 square miles, of which 594 acres (43%) is owned by the County for preservation. Residents are drawn to the Town for its seaside charm and small-town feel, and it is a very welcoming and safe community.

The Town consists of 2.4 miles of wonderful beaches along a spectacular blue ocean. Eleven (seven Town-owned) dune walkovers provide public beach access. Once there, you will find a variety of structures, showers, parking, gazebos and chickee huts.

The Juno Beach Pier offers guests 990-feet of great saltwater fishing and wonderful opportunities to enjoy the scenic views. The full-service Pier House features a friendly guest services team, snack bar, and gift store as well as a variety of fishing tackle, including rental poles and bait. It is visited and enjoyed by residents, sightseers, and fishermen from all over. Although the pier is in the Town of Juno Beach, it is structurally maintained by Palm Beach County and its concession (Pier House) is operated by the Loggerhead Marinelife Center.



Figure I: Location of Juno Beach



The Town's coastline is one of the highest density nesting areas for sea turtles in the world. The Loggerhead Marinelife Center (LMC), a not-for-profit organization, monitors the nests and is dedicated to promoting the conservation of Florida's coastal ecosystem through education, research, and rehabilitation with a special focus on threatened and endangered sea turtles. The LMC is located in the County-owned Loggerhead Park and is one of the most visited nonprofit scientific destinations focused on ocean and sea turtle conservation.

As noted, approximately 594 acres of land within the Town's boundaries has been purchased by the County for preservation or is leased to the County by the State. The County has installed trails throughout these parcels, known as the Juno Dunes Natural Area, to serve as a beautiful nature walk and to educate the public about the importance of preservation. Additional improvements include a light vessel boat dock, erosion control and other amenities along the intracoastal waterway. In 2021, residents voted for a Town Charter Amendment which states that "no change to the land use classification or zoning

designation of environmentally sensitive land shall be adopted unless by the affirmative vote of four (4) councilmembers."

The Pelican Lake Park includes a 12-acre lake adjacent to the Town Center property with lush landscaping and a 0.75 mile – 8 feet wide public concrete and paver brick sidewalk, covered gazebos and fountains. The lakeside is the setting for Town events and people come from neighboring towns to leisurely stroll around the lake. South of Pelican Lake, the Town owns and operates Kagan Park, which has playground equipment, bocce, basketball, and adult exercise stations. Town Hall Park is their newest park (completed in 2018), and it includes a gazebo, sidewalk, paver bricks, seating, an original section of the historic Celestial Railroad, interpretive history signs, and lush landscape.

The Town benefits from two beachfront parks. The aforementioned Loggerhead Park has covered picnic areas and a playground and houses the LMC. Juno Beach Park, at the northern edge of Town, serves as a large parking lot for beach goers and for the County-owned and operated pier.

The "Juno Beach Historical Society" collects items linked to the history of the Town, preserves them for future generations, and shares this history with the public. The "Friends of the Arts" organizes art shows for local artists; artwork is displayed year-round in the Town Center Council Chambers. In March of every year "ArtFest by the Sea in Juno Beach," draws some 30,000 visitors and is held along A1A and the Atlantic Ocean at the north end of Town. In November, the Jupiter-Tequesta Rotary Club holds its annual Craft Fair along A1A. Several other events take place along A1A during the year, including triathlons, running races, and Turtlefest, among them. Juno Beach Police monitor and support these permitted events.

Located in Juno Beach, the Seminole Golf Club is a prestigious private oceanfront golf course designed by Donald Ross and opened in 1929. Membership is invitation only. It is one of the top golf courses in the country, and one of the finest examples of golf course routing.

The typical home value in Juno Beach is just under \$1 million, though the next Manager is not required to live in the Town and there is more affordable housing in neighboring communities. The median listing home price is \$1.1 million dollars, trending up 26.6% year-over-year. Juno Beach real estate consists of single-family homes in beachfront communities, condominiums (beachfront and lakefront), Intracoastal-front properties with low-rise townhomes, and large high-rises—all only steps from the beach. The Town has one assisted living facility (The Waterford) which will be breaking ground in the coming months as it expands its campus that is currently home to over 200 active seniors. The Town also has an RV and mobile home park.

With all the protected park land and environmentally sensitive green space, you are virtually assured of a stunning view wherever you live.

Although Juno Beach does not have any schools, excellent education is readily available nearby. Many public schools in Palm Beach County are high-performing and A-rated. Among Florida's seven large school districts, Palm Beach and Miami-Dade are the only two that earned a letter grade of "A." Private school options are also available and are excellent. Palm Beach State College is very close and within a reasonable drive, as are a number of other universities including Florida Atlantic University, Nova Southeastern, Palm Beach Atlantic, Keiser, Barry, Florida International and the University of Miami.

A safe and welcoming community, the crime rate in Juno Beach is extremely low and what crime they do have tends to be petty theft. They have perhaps three or four felonies per year, typically from passersby or beach visitors. The police are proactive and community oriented, and they are appreciated and supported by residents.

If you enjoy sports, Miami is home to the NFL's Dolphins, the NBA's Heat and MLB's Marlins. The NHL's Panthers arena is an hour away in Sunrise. Minor league baseball is played in nearby at Roger Dean Stadium in Jupiter. Palm Beach County also hosts multiple MLB spring training camps.

For those who want to roam, the Town offers easy access to top-of-the-line entertainment venues and travel. Interstate 95 and the Florida Turnpike are nearby, and it is a 25-minute drive to West Palm Beach. Fort Lauderdale, Miami and its beaches are about an hour away and Orlando and its theme parks are about two-and-a-half-hours away. Those who like to cruise could not find a better location! The world's three busiest cruise ports (the Port of Miami, Port Everglades, and Port Canaveral) by passenger volume are all within a two hours' drive. Port of Palm Beach, just 15 minutes south, is a shipping port and is berth to the Margaritaville at Sea, a cruise ship which goes to the Bahamas. For those who prefer to fly, Palm Beach International Airport is about 25 minutes to the south and Miami International, Fort Lauderdale International and Orlando International—not to mention Sanford-Orlando International with low-cost carrier, Allegiant Air, as well as several low-cost European carriers—are less than three hours away.

Local adventure and cultural options are plentiful. Within a 20 to 30 minute drive are renowned attractions including: The Maltz Theater, the Loxahatchee River Center, Hobe Sound Nature Center, Busch Wildlife Sanctuary, Jonathan Dickinson Park, the Kravis Center for the Performing Arts, the Norton Museum of Art, Society of the Four Arts, Armory Art Center, Mounts Botanical Gardens, Lion Country Safari, the Palm Beach Zoo, South Florida Science Museum, Manatee Lagoon Education Center, and more!

When it comes to shopping, there are numerous options nearby. The Palm Beach Gardens Mall is approximately 3.5 miles away. A Wholefoods Market and Trader Joe's are also reached by a quick drive. To the west, in Palm Beach Gardens, is the Alton Town Center with numerous retail and dining venues. Tanger Shopping Outlets is a 20 minute drive away and Sawgrass Mills, the largest outlet and value retail shopping destination in the United States is just over an hour away.

Juno Beach has a small number of retail, commercial establishments and restaurants, many of which are long-time favorites of the community.

Table I: Juno Beach Demographics

Distribution by Race		Distribution by Age	
White	90.5%	0 to 15	2.1%
Black	0.5%	15 to 25	9.2%
Asian	1.9%	25 to 45	27.3%
Native American	0.1%	45 to 65	25.9%
Two or More Races	7.0%	65 to 85	49.6%
Total	100%	85 +	11.3%
Hispanic Ethnicity	4.7%	Estimated Population: 3,858	

Educational Achievement (Over Age 25)	
High School or Higher	96.8%
Bachelor's Degree or Higher	60.6%

Other Statistics	
Median Age—Juno Beach	68.9
Median Age—U.S.	38.8
Poverty Rate	5.4%

Source: U.S. Census Bureau

The newly approved Caretta project will be built on a 5.5-acre parcel at the town’s main intersection. This development includes 94 luxury residential units, restaurants at the street level, as well as public amenities including outdoor seating, public art, a dog park, children’s splash pad, and more. Ground-breaking is planned in 2023.

With growth and change all around, the Town of Juno Beach remains dedicated to maintaining a small-town atmosphere. Everyone knows and helps their neighbors. It offers access to all the accoutrements of a large community, but without the congestion and crime. While the entire coast of Florida is a treasure, Juno Beach is its hidden gem. So, if you are an experienced professional who strives for excellence and has a strong town/city management background, please apply!

HISTORY

The island that is now Juno Beach was created when the Intracoastal Waterway was dredged through the wetlands on the west side of Juno Beach. The area, originally called Juno, was a late nineteenth century transportation terminal linking north Florida to Lake Worth in south Florida. For a brief period, 1890 to 1900, Juno was the County Seat of the former Dade County which covered all of southeast Florida.

In 1929 E.F. Hutton began construction of the famous Seminole Golf Club. In 1946, Bessemer Properties Inc. bought a tract of land adjoining the Golf Course and platted it as a subdivision in 1948. They built a 500-foot fishing pier at the end of Mercury Road and opened the Town for planned development. Juno Beach was incorporated in 1953 with approximately 130 year-round residents and a seasonal population of 1,500. In 1958, the ladies of the Juno Beach Garden Club took on the project of naming the streets, and many bear the names of gods and goddesses.

The original pier was severely damaged in November 1984 during a Thanksgiving weekend storm and the current 993-foot Juno Beach Pier was built in 1999 about 1.5 miles north of the original pier. The Town Center was completed in 1991.

Today, Juno Beach is a seaside community that is predominantly residential. It is considered a hidden gem and is known as a friendly and relaxed vacation paradise.

DEMOGRAPHICS

Many in Juno Beach are retired and that can be seen in Table 1 (above left). The median age is 68.9 while the median age in the overall U.S. is 38.9.

CLIMATE

Juno Beach’s climate features hot, humid summers, with frequent rainfall, and warm, dry winters. High temperatures are typically in the upper 80s to low 90s—the coastal location tends to have

moderate temperatures with increased humidity. The winter months are typically dry and milder, with highs around 73°F to 77°F. Temperatures can fall to the 50s but rarely fall below 40°F. Most winters are frost-free and have far less humidity.

GEOGRAPHY

Juno Beach is part of an island in northern Palm Beach County and bounded by the Intracoastal Waterway to the west, the Atlantic Ocean to the east, Jupiter Inlet to the north and the Palm Beach Inlet to the South. It is approximately 14 miles north of West Palm Beach and encompasses an area of 2.65 square miles. Juno Beach is part of the Miami Metropolitan Area—also known as the Gold Coast or the Tri-County Area (covering Miami-Dade, Broward, and Palm Beach counties).

Juno Beach averages 23 feet above sea level. One of the most distinguishing features of the community is the Juno Dunes Natural Area, where you'll find an interesting mosaic of wetlands among the swale between ancient dunes and coastal scrub. It is the home to several species of rare plants, as well as the gopher tortoise (a federally-designated threatened species).

COMMERCE

Juno Beach has two major corporate headquarters located within their community—NextEra Energy Inc., which Fortune listed as the “World’s Most Admired Company” in 2021 and Document Storage Systems Inc., an internationally recognized health information technology company.

TOWN GOVERNMENT

Juno Beach operates with a Council-Manager form of government. The governing body is a Council comprised of five members who serve staggered three-year terms. The Council Members are elected at large. Currently the Council appoints the Mayor, Vice Mayor, and Vice Mayor Pro-Tem from among the members of the body, though one of the items on the March 2023 ballot may be whether to switch to a directly elected Mayor.

If the initiative passes, it will not affect how the Council functions, it will only impact how the Mayor is selected.

Town Council is responsible for, among other things, passing ordinances and resolutions, adopting the annual budget, appointing committees, and hiring both the Town Manager and Town Attorney. Of the current Council, two members have served two or more terms, while the other members are in their first term. The longest tenured member was first elected in 2014. In March 2023 there will be an election to fill Council Seat 1. Three candidates have filed to run for this Seat.

Juno Beach provides general municipal services such as police protection, planning, zoning and building, code enforcement, parks, public works, stormwater utilities and cultural events. Fire protection and emergency medical services are provided by Palm Beach County. Utility services, such as water and wastewater are provided by neighboring jurisdictions. Sanitation collection services are currently contracted with Waste Management, Inc. The Town contracts with Diversified Building Department Management Corporation for building official, plan review and inspection services. In terms of unions, Police Officers and Sergeants belong to the Palm Beach County Police Benevolent Association.

Juno Beach is extremely strong financially. They have achieved the Certificate of Achievement for Excellence in Financial Reporting for the last forty consecutive fiscal years. In addition, they were randomly selected for a very detailed and extensive audit by the Palm Beach County Inspector General. At its conclusion, the Inspector General stated, “This audit report is the first audit our office has conducted where there have been no findings or recommendations. The Town has done a great job in this area as stewards of its taxpayer dollars.”

The Town’s General Fund Budget is \$11,078,035. They have not carried any debt since 2013 and have a very healthy reserve (over a full year’s operating funds). Town employees treat the budget as if the funds were theirs and look for grants and opportunities to offset costs of projects and initiatives. Every dollar is maximized to get the most for the residents. The staff is very talented, but the



organization is very lean. Juno Beach has 35 employees, of which eighteen are in the police department and six report to the Town Manager. Employees work together and are cross-trained so that they can assist each other as needed. They truly view their work as a team effort and recognize that they can accomplish more by working together.

THE CHALLENGES AND OPPORTUNITIES

Juno Beach has very few challenges but many opportunities. It has been very well run and is financially sound. The first and foremost opportunity will be to learn the culture, get to know the residents and become part of the community. Juno Beach has a small town feel where residents know each other, and they expect the Town leadership to interact with them. The staff, including the Manager, have always had an open door so residents can come in and discuss whatever is on their mind. The next Manager will want to establish similar connections and be very visible in the community.

Juno Beach has more projects planned and in process now, than at any other point in its history. Some projects are very high profile and have been controversial to some degree. One example is a project to replace 2,000 linear feet of storm water pipe on Universe Blvd. The project is expected to cost \$2.6 million dollars and the Town has received a \$1 million dollar grant. While the project is still a work in progress and the cost and funding sources have not yet been finalized, some of it may need to be funded by stakeholders. The next Manager should plan on working with residents over any concerns.



While everyone in the community desires to protect Juno Beach, development is coming. As the community is 95% built out, most future projects will be redevelopment. Residents are vocal about the type of development they want to see in the community. The Planning & Zoning Board and Town Council will be discussing how best to move forward, with stakeholder input, and zoning codes may need to be reviewed in the process. The new Manager will need to be a skilled liaison and a consensus-builder among the residents.

Juno Beach has been very successful in succession planning. Many of the staff members have worked for the Town for more than a decade, and some for more than three decades. As such, a number of key employees have recently retired (or will be retiring next year) and will need to be replaced.

Historically, the Council has worked together well and has been united on their vision for the community. While every member of the current Council wants the best for the community, and desires to protect the paradise that Juno Beach is, they are sometimes divided on how to best move forward. The next Manager will need to be a consensus-builder to help bring the parties together.

A charrette is planned in early 2023 to establish architectural style guidelines for the Town. The next Manager will be tasked with leading staff to adjust the planning, building and zoning codes to meet any new guidelines established.

THE IDEAL CANDIDATE

The Juno Beach Town Council is seeking a seasoned Manager and leader to work with it as a partner, a supporter, and a trusted advisor. The individual will be a consensus-builder who knows how to help everyone get to yes and will work closely with the Council to implement its priorities. The Council understands that its duty is to set policy while the Manager runs the day-to-day operations. The ideal candidate must have demonstrated experience working successfully with a Town/City Council to establish a vision, identify goals, and collaboratively chart a course for the future.

The next Manager will be someone of high integrity who believes in transparency and establishing trust in the community. The individual will be one of the Town's primary representatives. As such, the Manager will be an outstanding communicator and someone who realizes listening is an important part of communicating. Of particular importance will be keeping the Council and the public informed concerning how the Town's money is being spent so they understand it is being spent wisely.

Juno Beach is a high-end community that expects the best. As such, the Manager will place a high degree of importance on delivering high quality services. The desired candidate will also believe strongly in outstanding customer service and lead by example.

The Manager will be part of the community, which includes being visible and interactive at town workshops and events. The leadership team not only attends community events, they hand out the refreshments. The Manager often acts as the master of ceremonies at events including Oktoberfest, and Christmas and Hanukkah parties. The next Manager should plan to continue this tradition.

Town employees are very talented, and they work very hard. The next Manager should provide a clear vision to the staff and then step back to let them determine the path to achieve the goal. The next Manager will need to be adept at hiring talent that will fit into the lean, community-minded and fiscally conservative organization Juno Beach is. They should also be adept at succession planning and mentoring. For example, the Finance Director will be retiring in 2023, and the Manager must have demonstrated skill in hiring high-caliber executive leaders.

The Council would like someone who is personable, good natured, intelligent, upbeat, friendly, fair, honest, outgoing, patient, ethical, organized, positive — someone with a “can do” attitude. The ideal candidate will not be easily discouraged, and will be optimistic about the future, positive, and resilient. The Town is looking for someone who will solve problems and build consensus without being controversial. Hence, common sense and strong people skills will be necessary, as will strongly

believing in having an open-door policy with residents, staff, and the Council. A sense of humor is a plus.

The Town is looking for someone with experience in town government and with an operational understanding of budgeting and municipal finances. Experience in overseeing land use and planning, public works, economic development and revitalization efforts is important, as is experience with grants.

The ideal candidate will be active in the regional government associations and understand the benefits that arise from alliances and partnerships within the region.

As a practical matter, this position requires graduation from an accredited four-year college or university with major coursework in public administration, business administration or related field. A Masters Degree in Public or Business Administration is a plus. Desired qualifications include at least five to seven years of direct municipal experience in a similarly sized organization as a Manager or Administrator. Coastal experience is a plus.

The Town is looking for someone who will see the Juno Beach Town Manager position as the wonderful opportunity it is and make a long-term commitment to being part of the Town's future.

COMPENSATION

The salary range is \$155,327 to \$210,148 and will depend on qualifications and experience. Benefits are excellent. A pension plan will be negotiated with the successful candidate.

THE CURRENT TOWN MANAGER

The Town Manager has worked for the Town for over 34 years and has been the Town Manager since 2008. He is in the DROP program of the Florida Retirement System and must leave no later than June of 2023. The Town is starting the process early so the current Town Manager can spend time with and shadow the new Town Manager.

RESIDENCY

The Town Manager is not required to live in Town limits, though they need to reside close enough to be able to be part of the community and available to the residents. The Town of Jupiter (to the north), the City of Palm Beach Gardens (to the west), and the Village of North Palm Beach (to the south), are in close proximity to Juno Beach and all offer a wide-range of housing types and prices.

HOW TO APPLY

E-mail your cover letter and resume to Recruit33@cb-asso.com by December 19, 2022. Faxed and mailed resumes will not be considered. Questions should be directed to Lynelle Klein at (970) 433-7189 or Colin Baenziger at (561) 707-3537.

THE PROCESS

Applications will be screened between December 19 and January 18. Finalists will be selected on January 25. A reception and interviews will be held on February 9 and 10. A selection will be made shortly thereafter.

INTERNAL CANDIDATES

We do not anticipate any internal candidates.

CONFIDENTIALITY

Under Florida's public records act, a submitted application is deemed a public record. As a practical matter, we would be surprised if there was any media coverage of this recruitment.

OTHER IMPORTANT INFORMATION

Juno Beach is an Equal Opportunity Employer and encourages women, minorities and veterans to apply. "A veteran's preference will be awarded per Florida law."

ADDITIONAL INFORMATION

For additional information about the Town, visit:

www.juno-beach.fl.us

www.pbnchamber.com

marinelife.org

