



Office of the Village Manager

MEMORANDUM

To: Honorable Mayor & Members of the Village Council
Thru: Howard W. Brown, Jr., Village Manager *HWB*
From: Daniel W. Eick, Management Analyst *D.W.E*
CC: Village Staff
Date: June 4, 2020
Re: Bi-Monthly Report and Update (For week ending in Saturday, June 6, 2020)

Updates on the ongoing outbreak of COVID-19 are included below prior to handling necessary administrative matters.

Updates on COVID-19

In order to remain consistent with US Center for Disease Control (CDC) recommendations, and to prevent the spread of COVID-19, on Tuesday, April 28, 2020 the Indiantown Village Council passed an emergency resolution requiring people within the Village wear face coverings in public settings. Face masks do not have to be professionally graded or created; they can be fashioned from household items, or made at home, from common materials. The Village does not recommend residents acquire surgical masks or N-95 respirators as they are medical supplies reserved for healthcare workers. Further information on how to make a simple face mask can be found below at the links provided:

- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html?fbclid=IwAR1GPNRLeErk86GrNclFX8sUe4khAqe9o9kduLybWKFOWjivRRzP7iFVf8>
- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html?fbclid=IwAR17kQRICurh4ODa6352Jdn2tYrlwNKkxh05DjPb6SPGpRUGuyEJEbrpujE>
- https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/essential-goods-services.html?fbclid=IwAR3WLSg2_EElz57O7R-flVpX-FQ7X_zyj5tl7mTmlnM8vkHPZ2K271XmwDE
- <https://www.youtube.com/watch?v=tPx1yqvJgf4&fbclid=IwAR3KM7j8BnGJ320cmffwLyO8hYwwoGUfI9nHOGy2hOUP3t0bBR0v2XcXAgS>

Additionally, The Village has a limited amount of free face masks still available to the public. Interested individuals should contact 772-597-9900 to arrange for pick up.

Consistent with the 30-day plan Village staff continue to host critical events/meetings via Zoom. Information has been circulated on the Village's website and social media regarding this topic. Should you have questions or desire further information we ask that you contact Village Clerk Susan Owens at sowens@indiantonfl.gov.

Additionally, Village Manager Brown has taken action to limit public exposure to social situations by requiring staff to work from home on rotating shifts. Rest assured all essential and non-essential functions will be delivered at an optimal level and staff continue to properly sanitize Village Hall twice a day. Furthermore, safety directions, reminders and situation updates are provided to Staff at weekly meetings held Monday mornings.

On Wednesday, June 3, 2020 Florida Governor Ron Desantis signed and executed Executive Order number 20-139: Phase 2 – Safe. Smart. Step-by-Step. Plan for Florida's Recovery. The executive order concerns business activities and how they relate to the state's reopening plan. Congruent to this, the Village's Reopening Task Force has met and plan to implement necessary safety precautions before opening. As of now, the Task Force is targeting a reopen date of early July. As such, Village Clerk Owens has generated an action plan document containing relevant information. Both documents are included below for review and distribution.

Finally, for those who wish to review it, the latest COVID-19 case information update flier from the Department of Health (DOH) in Martin County is attached. Additionally, a CDC document entitled Guidance for Businesses in reopening is provided below for review.

Village Manager's Office

Village Schedule

Due to health risks related to the outbreak of COVID-19 several changes have been made to the upcoming events schedule:

- All Census 2020 public engagement events have been cancelled. This includes all public events related to the Census and the surrounding outreach. Additional information will be supplied in the future should alternate events be required. In the meantime, the Village has ramped up its social media campaigning alongside the US Census Bureau.
- The yearly Indiantown Trust Fund Committee Meeting is currently scheduled for Wednesday, June 10, 2020 at 3:00 PM. The meeting will be held virtually via Zoom. Further information on event participation will be forthcoming shortly.
- Please note the regularly scheduled Council Meeting slated for Thursday, June 11, 2020 is currently planned to be held via Zoom. Further information on the technical aspects of this meeting will be forthcoming shortly from Village Clerk Susan Owens.

Finally, it should be noted while not all meetings or announcements necessitate Council action, all questions from the public are welcome. For further information please contact Management Analyst Daniel Eick at deick@indiantownfl.gov.

Important Information

The Indiantown branch of the Martin County Clerk of Court's Office is closed indefinitely due to health concerns. Should anyone from Indiantown require Martin County services they will need to go to the

appropriate location in Stuart. The official office of the Martin County Clerk of Court and Comptroller is located at 100 SE Ocean blvd, Stuart, FL 34994.

Village staff are pleased to announce that our Constant Contact services are up and running. Those who pre-subscribed to the service should have received the first edition of our monthly E-Newsletter on Wednesday, June 3, 2020. Those not currently subscribed to receive regular updates from the Village can visit our website at <https://www.indiantownfl.gov/contact>, where a link is provided, or go directly to <https://lp.constantcontactpages.com/su/BVEXXzM> to enroll. If you have questions or concerns, please contact Management Analyst Daniel Eick at deick@indiantownfl.gov.

Village staff are exploring the possibility of contracting professional grant writing services to assist with acquiring state funding. Specifically, staff are considering if the states Community Development Block Grant Mitigation (CDBG-MIT) program can assist the Village with critical infrastructure updates. Further information will be forthcoming upon development.

The Village's Service Line Warranty Program (SLWP), established in conjunction with the National League of Cities (NLC) and the Service Line Warranty of America (SLWA) Corporation, is entering its contact phase. Residents should be receiving letters regarding program participation in the mail shortly. A press release on the program was released on Thursday, June 4, 2020 and is included below for review in English and Spanish. Further information will be provided as the program advances.

On Thursday, June 4, 2020 Village Manager Howard Brown received correspondence from Karl Anderson, Director of Tax Roll & Appraisal services, at the Martin County Property Appraiser's office. This correspondence concerned the estimated preliminary taxable value of the Village of Indiantown. As of now, subject to change, the value is set at \$2,028,285,360. The next property appraiser report is due around the week of Wednesday, July 1, 2020. This correspondence is included below for review.

Finally, Village staff have received an update from the Federal Census Bureau regarding Florida's response rates. The documents are provided below and include a response rate cumulation, on a county basis, and a census information flier ready for distribution. Please feel free share throughout the Village.

Village Clerk's Office

Human resources

Several critical staff updates are highlighted here from the Village Clerks Office.

- The Village's new Community & Economic Development Director, Althea P. Jefferson, AICP, began work last week and completed her new employee orientation. She comes to us with a wealth of experience in both the public and private sectors and is excited to begin.
- Staff are scheduling ongoing meetings with AFLAC to explore the possibility of expanding employee access to secondary insurance options.

Emergency Management Matters

Staff are in contact with state and local officials to monitor the COVID-19 pandemic situation and continue to update our COVID-19 webpage. The community is strongly encouraged to get their COVID-19 information from this page, or other trusted governmental agency pages, to remain up to date and reduce the spread of misinformation. The direct link to that site is included below.

- <https://www.indiantownfl.gov/community/page/coronavirus-information-village-facilities-closed-free-testing-fchc-martin-county-now>

The Florida Community Health Center continues to offer free COVID-19 testing to anyone, even if they have no symptoms. Staff have not been advised if or when this free testing will end. Residents are strongly encouraged to get tested as soon as possible if they so desire. Please remember, it is possible to have the virus, and be contagious, without showing any symptoms.

Procurement Matters

The Engineering Services for Water/Wastewater Improvements RFP Selection Committee met and ranked all ten proposals received by the Village. Furthermore, on Thursday, May 28, 2020 Council approved the Committee's recommendation to enter into negotiations with the three top-ranked firms. These firms are Kimley-Horn & Associates, Holtz Consulting Engineering and Captech Engineering. Further information will be forthcoming based upon the status of negotiations.

Technology Updates

Several improvements to the Village's meeting systems are ongoing at the Indiantown Civic Center:

- The Village's new audio system for Council meetings has been installed and Staff are commencing training.
- ITS Fiber has begun upgrading the Civic Center's network capabilities. These upgrades are necessary for our live streaming company, Swagit Inc., to commence platform installation.
- Finally, staff are working with Swagit deployment to arrange installation of our new streaming system. Additionally, branding and webpage design for hosted content is underway.

Election Updates

With election season fast approaching Village Clerk Susan Owens would like to highlight several important updates:

- The Village's qualifying period is next week and has been advertised in the newspaper, on the Village website, and on our social media outlets. Several candidate orientations have been held.
- The webpage for the August 18th election is up. All candidate qualifying documents and Treasurer's Reports will be posted online after receipt. Individuals interested in viewing these documents should check the website prior to filing public records requests at Village Hall. A link to the relevant page is included below.
 - o <https://www.indiantownfl.gov/village-clerk/page/august-18-2020-general-election>
- Due to COVID-19, the Martin County Supervisor of Elections' Office is strongly promoting a vote by mail (absentee voting) alternative for the August 18th election. More information on this safe, easy, and trusted voting option can be found on the SOE's website at the link below. Additionally, a Fact Sheet can be found on our August 18th Election Webpage (link above).
 - o <https://www.martinvotes.com/content.aspx?id=104&s=104>

Code Compliance Department

Improvements are ongoing alongside regular enforcement procedures. These improvements include:

- The establishment of a nuisance abatement program to help with cleanup and compliance throughout the Village.
- The distribution of our code enforcement informational flier around the Village as well as the translation of our regular door hangars to Spanish.
- And the continued work to remove/resolve illegal signage and snipe signs throughout the Village.

Additionally, while work has not halted, it is important to note the pace of inspection and improvements has slowed due to the COVID-19 outbreak. In the interest of public safety Code Compliance has veered away from strict enforcement towards limiting responses to only the most hazardous of situations and preventing large public gatherings.

Finally, as we begin to phase towards reopening, the Code Compliance Department is considering best practices to recommence Special Magistrate Hearings and regular activities. Further information will be forthcoming based on development. The most recent weekly report prepared by Code Enforcement Officer Robert Perez is included below for review and distribution.

Building & Permits Department

The Building & Permit office continues to host extended hours Monday – Thursday 8:00 AM to 6:00 PM. And while Village hall may remain closed to the public, our permit technicians continue work as normal. Should you require further information or assistance please contact permit.tech@indiantownfl.gov or call 772-597-8281.

Several improvements are in the works that should be highlighted here:

- Both permit technicians have obtained their Notary licenses. This change will allow for greater fluidity in their workflow and service options.
- To increase service during the COVID-19 outbreak the building department is working with our contracted Building Official to exchange permit cards and payments in a secure manner. Reception to the change thus far has been positive.
- The building department is actively working with the code compliance department to increase the literacy of Village staff in the magistrate and payment processes associated with citations.
- Finally, staff are working to update our permitting systems to allow for faster navigation of inspection information. Further information will be provided when available.

The Most recent monthly permit report is attached to this document for review. Should you have questions or comments regarding these files, please contact the permits department at the email or phone listed above.

Finance Department

The Finance department remains focused on the FY 18 – 19 audit. Mauldin & Jenkins, the Contractor hired to provide this service, is currently working on several projects. The Finance Department would like to note that, due to health concerns surrounding the COVID-19 outbreak, the relevant due dates of these items have changed.

- Originally, the goal was to complete the audit in full and close on or before March 31st. However, this item has been delayed. Finance is currently working to prepare several budget amendments for presentation to Council.
- Perform a CAFR on said audit and ensure our qualification for the GFOA award. This item also had an expected completion date of March 31st but has been delayed.
- The Village Manager and Finance Director are exploring the possibility of staff employing a financial management software for use by the Village. Further information is forthcoming.

Parks & Recreations Department

The Parks and Recs Department has finished upgrades on the Booker Park Fire Station. As such, Parks and Recreations location, as well as Code Compliance Department staff, has shifted. Their physical address is 15101 SW 169th Ave, Indiantown, FL 34956. If you have further questions or comments please contact Administrative Generalist Luis Perez at lperez@indiantownfl.gov or call 772-597-8270.

Park improvements are maintaining pace despite the COVID-19 outbreak. However, several updates have proven more substantial and should be highlighted here:

- The Parks & Recs Department is happy to announce that the mobile COVID-19 testing sites, coordinated with DOH Martin County, held at Big Mound and Booker Park were successful.
- Parks & Recs Superintendent Albie Scoggins is developing a tentative monetary policy for Non-Governmental spending. Once developed, the policy will be brought to Council for review.
- Staff are in discussions with the PLACE program located at Big Mound Park to relocate from their current location to the Boys & Girls Club.
- The Parks & recs department has assembled signage throughout the Village promoting good health practices and the US Census.
- Additionally, staff are working to distribute CENSUS 2020 shirts throughout the Village as well as COVID-19 facemask and informational care packages.
- Finally, staff continue to develop work on the Village's 5-year CIP plan for the Village's Parks Division.

Planning and Development Department

Planning staff remain available for inquiries throughout the Covid-19 Crisis. For inquiries, email blandry@indiantownfl.org or call 772-266-9427.

The Village's Land Development Regulations (LDR's) have finished drafting and are under review by staff. Further information can be found on the Village's website at the following link:

- <https://www.indiantownfl.gov/planning-development/page/about-land-development-code-acerca-del-código-de-desarrollo-urbano>

After a few short delays Casa Bella, an approved mixed-use building with 7 apartments located on 153rd Street, has submitted an administrative amendment to rearrange parking and revise their stormwater systems. Planning staff will update once review is finalized.

Additionally, staff are coordinating with the developers of the Bio Medical Industrial Park on their minor site plan. The building is expected to be 20,000 square feet with space for warehouse and technology development. Finalization of the preserve area location paperwork is expected in the next week.

Finally, second reading of the ordinance regarding the de-annexation of a portion of the Little Ranch neighborhood was held on the Thursday, May 14, 2020 Regular meeting. As Council has approved the ordinance, the subject area is now considered to be located within unincorporated Martin County. Notices will be sent to each of the subject property owners along with affected entities shortly.

Public Works and Engineering Department

The Village's Public Works Director, William Archebelle, has several items to highlight:

- The expected grading of Canal Street will commence this week and continue into next week. Further information will be provided when available.
- Due to concerns regarding the weather, pothole repairs throughout the Village have been delayed slightly. Current scheduling places their commencement over the course of next week.
- Kimley-Horn prepared and submitted a Planning Grant request for Stormwater modeling in support of determining the best solutions for drainage issues with no discernible outfalls.
- Preparation of the Village of Indiantown Utility Standard Details and Specifications is underway. Further information forthcoming soon.
- Public Works is submitting agenda items for review by Council regarding road repairs of specific portions along Trail Drive and Washington Street respectively.
- Finally, Kimley-Horn has retained due diligence for the two parcels of land the Village is considering for purchase. Further information forthcoming shortly.

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End of Memorandum

STATE OF FLORIDA

OFFICE OF THE GOVERNOR EXECUTIVE ORDER NUMBER 20-139

(Phase 2: Safe. Smart. Step-by-Step. Plan for Florida's Recovery)

WHEREAS, on March 9, 2020, I issued Executive Order 20-52 declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

WHEREAS, on April 29, 2020, I issued Executive Order 20-112 initiating Phase 1 of the Safe. Smart. Step-by-Step. Plan for Florida's Recovery; and

WHEREAS, on May 14, 2020, I issued Executive Order 20-123 for Full Phase 1.

NOW, THEREFORE, I, RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution and Chapter 252, Florida Statutes, and all other applicable laws, promulgate the following Executive Order:

Section 1. Phase 2 Recovery

In concert with the efforts of President Donald J. Trump, and based on guidance provided by the White House and the Centers for Disease Control and Prevention (CDC), the Occupational Safety and Health Administration (OSHA), and the Florida Surgeon General and State Health Officer, I hereby adopt the following in response to the recommendations in Phase 2 of the plan published by the Task Force to Re-Open Florida.

- A. Executive Order 20-112, as modified by Executive Orders 20-120, 20-122, 20-123 and 20-131, is extended as further modified below.
- B. In Miami-Dade, Broward and Palm Beach counties, the re-opening provisions of Section 4 of this order will be considered after each county seeks approval with a written request from the County Mayor or if no mayor the County Administrator.

Section 2. Responsible Individual Activity

All persons in Florida are encouraged to follow appropriate social distancing and safety protocols issued by the CDC and OSHA. The direction to follow such protocols, and those additional protocols listed below in this section, is guidance and not enforceable under section 252.47, Florida Statutes.

- A. Senior citizens and individuals with a significant underlying medical condition are strongly encouraged to avoid crowds and take measures to limit the risk of exposure to COVID-19.
- B. All persons in Florida are encouraged to avoid congregating in groups larger than 50 persons.
- C. All persons who work in long-term care facilities should be tested for COVID-19 on a routine basis.
- D. In-store retail businesses, including gyms and fitness centers, should maintain appropriate social distancing and sanitation protocols.

Section 3. Additional Requirements for Certain Individuals Traveling to Florida

Executive Orders 20-80 and 20-82 are extended with exceptions for persons involved in commercial activity and students traveling for the purpose of academic work, internships, sports training and any other activity or program approved by the educational institution. This order supersedes Executive Order 20-86.

Section 4. Business Activity

This order supersedes Executive Orders 20-91 and 20-92 and Executive Order 20-112 Section 2. This order further supersedes any conflicting provisions of Executive Order 20-112 including Section 3C. (gyms) and Section 4 (retail and museums) and Executive Order 20-123

including Section 1.B. (retail), C.(museums) and D. (gyms). This order extends and modifies the remaining provisions of Executive Order 20-112 and Executive Order 20-123 as follows:

- A. Restaurants and other establishments, and bars and other vendors licensed to sell alcoholic beverages for consumption on the premises, may operate at fifty (50) percent of their indoor capacity, excluding employees, as under Executive Order 20-123, Section 1. Bar areas may be open with seated service. In addition, outdoor seating is permissible with appropriate social distancing. This section does not apply to nightclubs. Non-conflicting provisions in Executive Order 20-71, Sections 1 and 2 remain in effect.
- B. Entertainment businesses, including but not limited to movie theaters, concert houses, auditoriums, playhouses, bowling alleys, and arcades may operate at fifty (50) percent of their building capacity, with appropriate social distancing between groups and appropriate sanitation.
- C. Pari-mutuel facilities may seek to operate with a written request from the County Mayor or if no mayor the County Administrator to the Secretary of the Department of Business and Professional Regulation (DBPR) and the approval of the DBPR Secretary.
- D. Personal services, including but not limited to tattooing, body piercing, acupuncture, tanning and massage, may operate with appropriate safety guidelines as outlined by the Department of Health.

Section 6. Previous Executive Order Extended

Executive Order 20-69 is extended until June 30, 2020.

Section 7. Enforcement

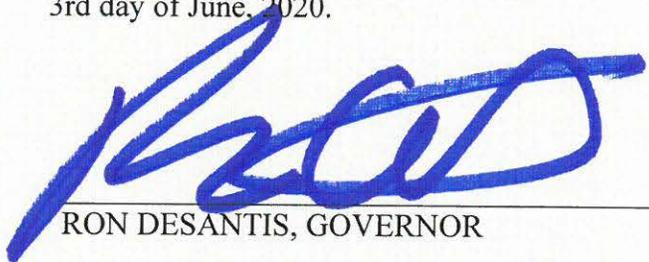
This order, with the exception of Section 2, shall be enforced under section 252.47, Florida Statutes, and by the Department of Business and Professional Regulation. Violation of this order is a second-degree misdemeanor pursuant to section 252.50, Florida Statutes, and is punishable by imprisonment not to exceed 60 days, a fine not to exceed \$500, or both.

Section 8. Effective Date

This order is effective at 12:01 a.m. on June 5, 2020.

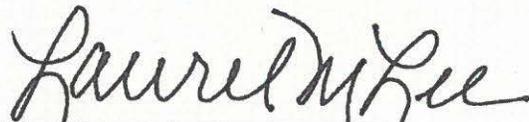


IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 3rd day of June, 2020.



RON DESANTIS, GOVERNOR

ATTEST:



SECRETARY OF STATE

FILED
2020 JUN -3 AM 9:49
DEPARTMENT OF STATE
TALLAHASSEE, FLORIDA

Village of Indiantown Re-Opening Action Plan

The Re-Opening Task Force met on Monday, June 1, 2020, and made the following recommendations:

- **Target Re-Opening Date:** Wednesday, **July 1, 2020**. This date is dependent upon the acquisition and installation of all necessary safety equipment beforehand and there being no significant case spikes or other safety reasons requiring Village Hall to remain closed. Staff has already contacted MCSO and they are okay with re-opening the front door as long as the proper safety measures are in place.
- **Phased Re-Opening:** Village Hall will initially be open only on **Tuesdays & Wednesdays**. The Task force will monitor operations during the first phase and make a recommendation regarding fully re-opening Village Hall.
- **Entry Requirements for the Public:**
 - Face masks required (*the Village will supply disposable masks if needed*)
 - Touchless temperature check required (*those with a temperature of **100.4** degrees or higher will not be allowed entry*)
 - Hand sanitization required (*a hand sanitizing station will be made available for the public*)
 - There will be a limit of **4** individuals allowed in Village Hall at any one time. Customers are requested to refrain from bringing individuals with them who are not a party to their transaction, when possible.
- **Entry Requirements for Employees:**
 - Touchless temperature check required (*those with a temperature of **100.4** degrees or higher will be sent home*)
- **Safety Equipment to be Procured Prior to Re-Opening:**
 - Susan Owens is working with the County's vendor to get a quote on the purchase and installation of counter guards for the Reception Desk and the employee area directly adjacent to it.
 - Daniel Eick is working to obtain quotes to "deep clean" the Village's space and is looking at whether or not a different type of air filter may be needed for the space.
 - Gloves have been purchased for Staff and are to be used for **every** cash or paper transaction.
 - Bulk hand sanitizer and disinfectant sprays and wipes have been purchased.
 - Social distancing signage/stickers have been ordered.

- **Sanitization:** Staff will be regularly sanitizing all high-touch areas at least twice every day. More often as traffic dictates.
- **Monitoring:** The Re-Opening Task Force will meet weekly to evaluate operations and recommend any changes as necessary.
- **Miscellaneous Matters:**
 - Now that school is out, Albie Scoggins will look into getting construction fencing to keep children off of any playground equipment that is not otherwise secured.
 - Albie Scoggins will also be making arrangements to remove the basketball backboards and rims from all of the courts not otherwise secured.

Submitted By,
Susan A. Owens, MPA, MMC
Village Clerk

MARTIN TOGETHER

PLANNING FOR OUR RECOVERY



Cumulative Case Information

Positive Cases | **494**
 Negative Results | **5,878**
 Hospitalizations | **71**
 Deaths | **9**

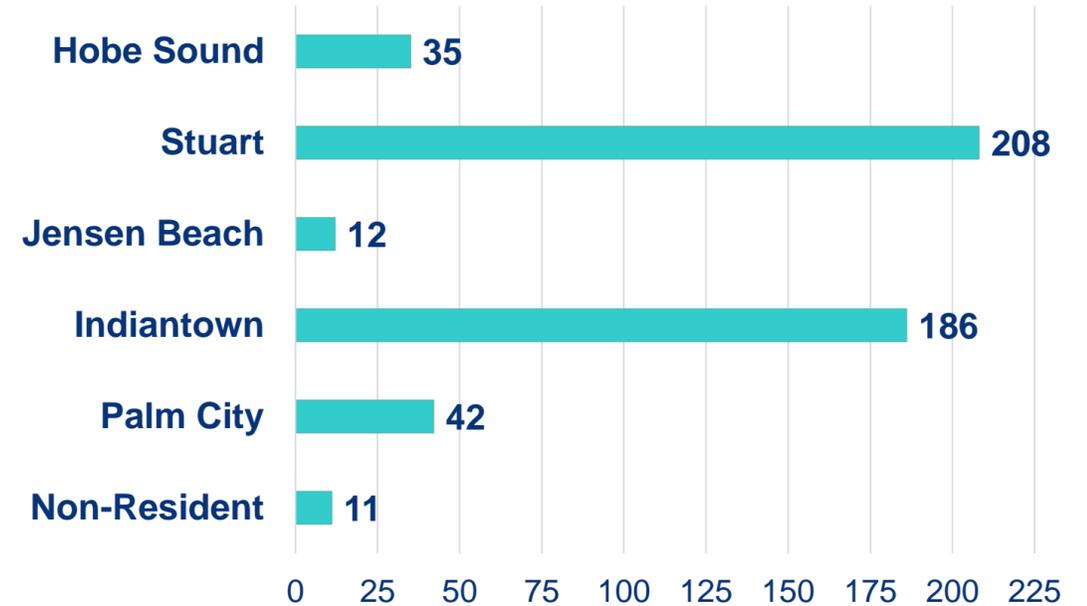
Total Test Results Reported: Overall Percent Positive



Total Staffed Hospital Bed Availability



Cumulative Cases by Location



Stay Connected

www.martin.fl.us/Coronavirus
 Community Information Center:
 772-287-1652 | M-F, 8AM-5PM
 *Closed on Monday, 5/25.

Disclaimer

Data reflected is a static snapshot in time of the available information provided by the Florida Department of Health COVID-19 Dashboard, FDOH State and County Reports, and the Agency for Health Care Administration's Hospital Bed Capacity Dashboard. Additional information can be found at these links:

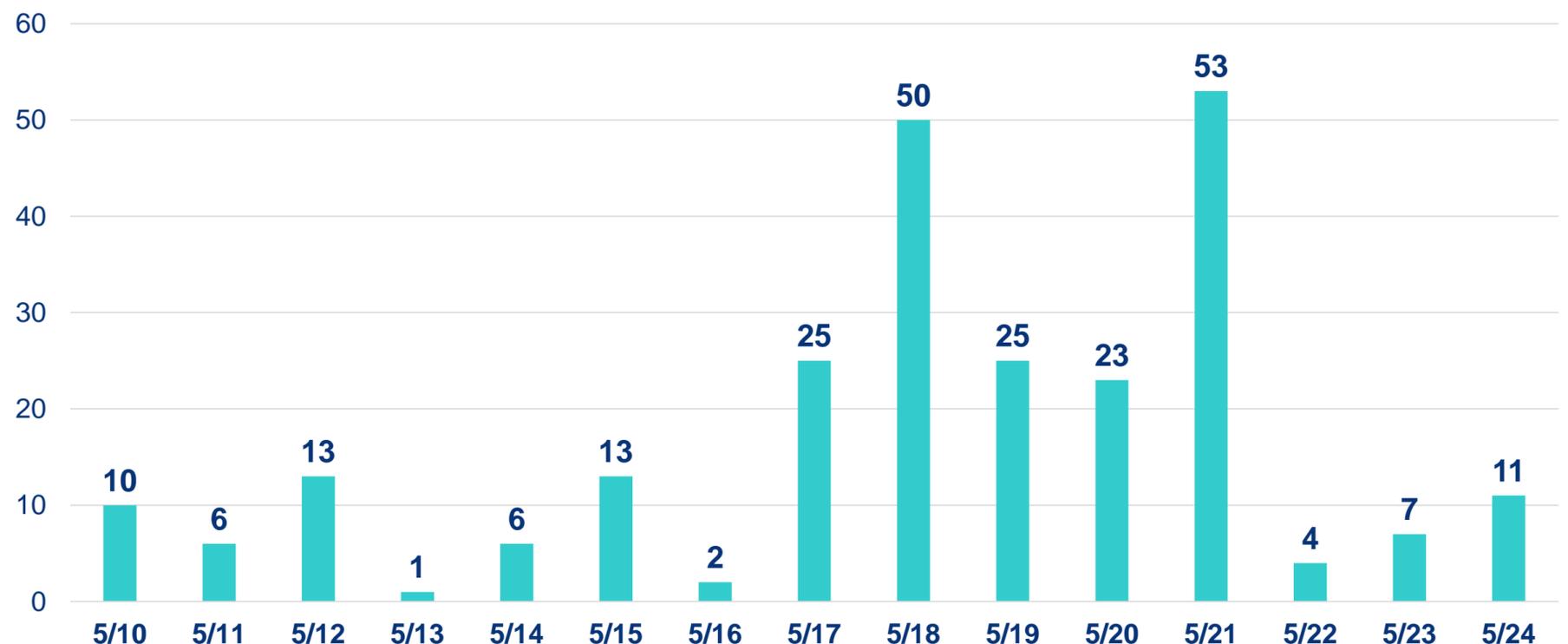
FDOH:

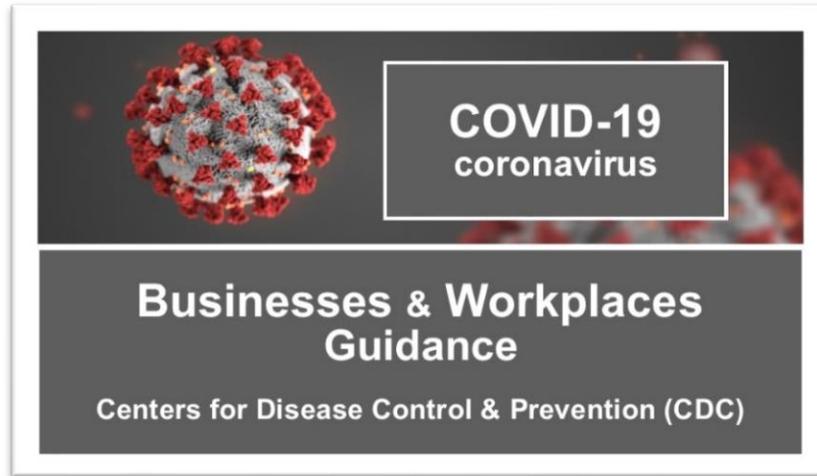
floridahealthcovid19.gov/#latest-stats

AHCA:

ahca.myflorida.com/covid-19_alerts.shtml

Positive Test Results Recorded





Businesses and Workplaces:

Topics:

- **Deciding to Open**
- **Ongoing Mitigation Strategy**
- **Prevention and Support**
- **Communication Resources**

Link: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html>

Businesses and Employers Responding to Coronavirus Disease 2019 (COVID-19)

Topics:

- **Prevent and Reduce Transmission Among Employees**
(sick employees, health checks, if employee is positive for COVID-19)
- **Maintain Healthy Business Operations:**
(supportive policies and practices)
- **Maintain a Healthy Work Environment**
(cleaning)

Employers should not require a COVID-19 test result or a healthcare provider's note for employees who are sick to validate their illness, qualify for sick leave, or to return to work.

- Under the American's with Disabilities Act, employers are permitted to require a doctor's note from your employees to verify that they are healthy and able to return to work. However, as a practical matter, be aware that healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely manner. Most people with COVID-19 have mild illness and can recover at home without medical care and can follow CDC recommendations to determine when to discontinue home isolation and return to work.

Link: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

General Business Frequently Asked Questions:

<https://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html>

Department of Health COVID-19: Guidance for Businesses & Employers

Link to flyer: http://ww11.doh.state.fl.us/comm/_partners/action/guidance_for_businesses_and_employees.pdf



COVID-19

Guidance for Businesses & Employees

Florida Department of Health • FloridaHealthCOVID19.gov

Reduce Transmission Among Employees

Encourage sick employees to stay home

- Employees who have symptoms (**cough or shortness of breath**) should notify their supervisor and stay home. Other COVID-19 symptoms include fever, chills, shaking, muscle pain, headaches, sore throat and a new loss of taste or smell.
- Employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers. **Learn more at tinyurl.com/vgx83aq.**
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor. Follow the Centers for Disease Control and Prevention's (CDC) recommended precautions at tinyurl.com/sdf3p46.
- Reduce the in-office workforce to 50% by encouraging employees to telecommute if possible.
- For more information, refer to the Florida Public Health Advisory at FloridaHealthCOVID19.gov/News.



Have Flexible Sick Leave Policies

- Ensure that sick leave policies are flexible and consistent with public health guidance and that employees are aware of and understand these policies.
- Maintain flexible policies that permit employees to stay home to care for a sick family member or take care of children due to school and childcare closures.
- Employers should not require a positive COVID-19 test result or a healthcare provider's (HCP) note for employees who are sick to validate their illness, qualify for sick leave, or to return to work. HCP offices and medical facilities may be extremely busy and not able to provide such documentation quickly.



Maintain a Healthy Work Environment

- State officials suggest that employers require their employees to wear face masks.
- Provide tissues and no-touch disposal receptacles if possible.
- Provide soap and water in the workplace.
- Place hand sanitizers with at least 60% alcohol in multiple locations to encourage hand hygiene.
- Discourage handshaking—encourage the use of other noncontact methods of greeting.
- Encourage social distancing by maintaining a distance of **6 feet** from others when possible.



Perform Routine Cleaning and Disinfection

- Routinely clean and disinfect all frequently touched surfaces in the workplace, such as workstations, keyboards, telephones, handrails, and doorknobs.
- Discourage workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Provide disposable wipes so that commonly used surfaces can be wiped down by employees before each use.



Advise Employees Before Travel

- Check the CDC's Traveler's Health Notices for the latest guidance and recommendations for each country to which you will travel.
- Advise employees to check themselves for symptoms of COVID-19 (cough or shortness of breath, fever chills, shaking, muscle pain, headaches, sore throat and a new loss of taste or smell) before starting travel and notify their supervisor and stay home if they are sick.
- Ensure employees who become sick while traveling or on temporary assignment understand that they should notify their supervisor and promptly call a healthcare provider for advice if needed.

Florida Health Office of Communications 04-28-20

Resources:

- **What you need to know about COVID-19 in Florida:** <https://floridahealthcovid19.gov/>
- **Printable Resources, multi-language:** <https://floridahealthcovid19.gov/resources/>
- **Questions:** Florida Department of Health, Martin County - 772-221-4000, option # 9



Village of *Indiantown* **News Release**

For Immediate Release

DATE: June 4, 2020

Village Contacts:

Daniel Eick, Acting Public Information Officer, 772-233-0713

Howard W. Brown, Jr., AICP, ICMA-CM, 772-285-8732

SLWA Media Contacts:

Myles Meehan

HomeServe USA

Phone: 203-356-4259

Email: Myles.Meehan@homeserveusa.com

Merrie Leininger

Hill+Knowlton Strategies for HomeServe USA

Phone: 775-846-0664

Email: homeserve@hkstrategies.com

Village Announces Rollout of Service Line Warranty Partnership

Service Line Protection to become available for Village of Indiantown homeowners soon through Service Line Warranty of America.

Indiantown & Palm Beach Gardens, FL – The Village of Indiantown has partnered with Service Line Warranties of America (SLWA) to offer protection to city homeowners for the water and sewer service lines that connect their homes to the city's systems. The coverage is voluntary and available at affordable monthly prices. Founded in 2003, SLWA has partnered with over 500 leading cities and municipalities in the US to provide repair service plans that offer homeowners peace of mind and convenience.

"Many homeowners do not know that damage to service lines on their property are their responsibility to repair," said Howard Brown, Village Manager. "In the event of a service line repair emergency, the homeowner is responsible for scheduling the repair and covering associated cost. As Village homes age, along with the infrastructure serving them, SLWA repair plans provide homeowners with an optional solution to better prepare for this type of unexpected repair."

The SLWA Service Line Warranty Program protects against repairs needed for pipes on homeowners' property. Repairs to these pipes are not covered by basic homeowners insurance or by the Village of Indiantown. If a customer's service line requires repair, a simple call to the SLWA 24-hour hotline will dispatch a local, licensed contractor familiar with local code. There are no service fees or deductibles.

Many factors contribute to the life expectancy of a service line including the age, type of piping material, soil conditions and installation quality - all factors which are covered through the SLWA protection program. This program is voluntary for homeowners, provided at no cost to the Village of Indiantown and no public funds are used to promote or administer the program.

"Our service plans not only cover the cost of the repair; they also provide homeowners with reputable, local contractors who will do the best possible job," said John Kitzie, CEO of SLWA parent HomeServe USA. "We're thrilled to be partnering with the Village of Indiantown and look forward to the opportunity to provide Village of Indiantown homeowners with the assistance they need when faced with a home repair emergency."

SLWA has been recognized as the nation's largest and most trusted source of utility line plans endorsed by the National League of Cities. The company is committed to delivering an excellent customer service experience and

maintaining an A+ accredited rating with the Better Business Bureau. For questions about this service, or to enroll, please contact SLWA at 866-922-9006 or visit www.slwofa.com.

##

About Service Line Warranties of America

Service Line Warranties of America (SLWA) is part of HomeServe USA Corp (HomeServe), a leading provider of home repair solutions serving over 4 million customers across the US and Canada. Founded in 2003, SLWA is the trusted source of utility line protection programs endorsed by the National League of Cities. Together with HomeServe, SLWA is dedicated to supplying best-in-class repair plans and delivering superior customer service to consumers through over 700 leading city, municipal and utility partners.

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Village of *Indiantown* **News Release**

Para Publicación Inmediata

4 de junio de 2020

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Indiantown anuncia asociación de garantía de implementación de línea de servicio

La protección de la línea de servicio estará disponible pronto para los propietarios del Pueblo de Indiantown a través de "Service Line Warranties of America".

Indiantown y Palm Beach Gardens, FL – El Pueblo de Indiantown se ha asociado con *Service Line Warranties of America* (SLWA) para ofrecer protección a los propietarios de viviendas de la ciudad para las líneas de servicio de agua y alcantarillado que conectan sus hogares a los sistemas de la ciudad. La cobertura es voluntaria y está disponible a precios mensuales asequibles. Fundada en 2003, SLWA se ha asociado con más de 500 ciudades y municipios líderes en los Estados Unidos para proporcionar planes de servicios de reparación que ofrezcan tranquilidad y conveniencia a los propietarios de viviendas.

"Muchos propietarios de viviendas no saben que los daños a las líneas de servicio en su propiedad son su responsabilidad de reparar", dijo Howard Brown, gerente del pueblo. "En caso de una emergencia de reparación de la línea de servicio, el propietario es responsable de programar la reparación y cubrir el costo asociado. A medida que las viviendas envejecen, junto con la infraestructura que las atiende, los planes de reparación de SLWA brindan a los propietarios una solución opcional para prepararse mejor para este tipo de reparación inesperada".

El Programa de Garantía de la Línea de Servicio de SLWA protege contra las reparaciones necesarias para las tuberías en la propiedad de los propietarios. Las reparaciones de estas tuberías no están cubiertas por el seguro básico para propietarios de viviendas ni por el Pueblo de Indiantown. Si la línea de servicio de un cliente requiere reparación, una simple llamada a la línea directa de 24 horas de SLWA enviará a un contratista local con licencia que esté familiarizado con el código local. No hay tarifas de servicio ni deducibles.

Muchos factores contribuyen a la esperanza de vida de una línea de servicio, incluida la edad, el tipo de material de tubería, las condiciones del suelo y la calidad de la instalación, todos los factores que están cubiertos por el programa de protección SLWA. Este programa es voluntario para propietarios de

viviendas, se proporciona sin costo para el Pueblo de Indiantown y no se utilizan fondos públicos para promover o administrar el programa.

"Nuestros planes de servicio no solo cubren el costo de la reparación; también brindan a los propietarios de viviendas contratistas locales de buena reputación que harán el mejor trabajo posible", dijo John Kitzie, CEO de HomeServe USA, matriz de SLWA. "Estamos encantados de asociarnos con el Pueblo de Indiantown y esperamos tener la oportunidad de brindar a los propietarios del pueblo la asistencia que necesitan cuando se enfrentan a una emergencia de reparación de viviendas".

SLWA ha sido reconocida como la fuente de planes de líneas de servicios públicos más grande y confiable del país respaldada por la *National League of Cities* (Liga Nacional de Ciudades). La compañía se compromete a brindar una excelente experiencia de servicio al cliente y mantener una calificación acreditada A + con el *Better Business Bureau*. Para preguntas sobre este servicio, o para inscribirse, comuníquese con SLWA al 866-922-9006 o visite www.slwofa.com.

#

Acerca del Pueblo de Indiantown

Indiantown es una comunidad rural en la Costa del Tesoro de Florida. Establecido por primera vez a principios de 1900, luego incorporado el 31 de diciembre de 2017, el municipio más joven de Florida alberga una población diversa de aproximadamente 6,000 residentes. Mientras el pueblo es pequeño, su compromiso con los residentes es ejemplar y su potencial para fomentar la comunidad y nuevas oportunidades comerciales es grande. Su misión busca habilitar la prosperidad económica y los negocios al tiempo que genera orgullo y cohesión a través del autogobierno práctico.

##

Acerca de las garantías de línea de servicio de América

Service Line Warranties of America (SLWA) es parte de HomeServe USA Corp (HomeServe), un proveedor líder de soluciones de reparación de viviendas que atiende a más de 4 millones de clientes en los Estados Unidos y Canadá. Fundada en 2003, SLWA es la fuente confiable de programas de protección de líneas de servicios públicos avalados por la Liga Nacional de Ciudades. Junto con HomeServe, SLWA se dedica a proporcionar los mejores planes de reparación en su clase y brindar un servicio al cliente superior a los consumidores a través de más de 700 socios líderes de la ciudad, los municipios y las empresas de servicios públicos.

###



From the office of Laurel Kelly, CFA

May 29, 2020

Village of Indiantown
c/o Howard Brown, Jr., Village Manager
16550 SW Warfield Blvd.
Indiantown, FL 34956

Re: 2020 Estimated Preliminary Taxable Value – Village of Indiantown

Dear Mr. Brown:

Pursuant to F.S. 200.65(8), the Estimated Taxable Value of the above referenced taxing authority is 2,028,285,360. This value is an estimation of line 4 on the DR-420 (Current year gross taxable value for operating purposes) that will be certified by July 1.

Please note the values are preliminary and, like every other year, the estimate reflects a work in progress and values will change somewhat.

Although our next report to you is not due until on or about July 1, we will keep you informed on any changes which may affect your budget process.

Respectfully submitted,

Karl Andersson, CFE | Director of Tax Roll & Appraisal Services
Representing Laurel Kelly, CFA | Martin County Property Appraiser
3473 SE Willoughby Blvd. | Suite 101 | Stuart, FL 34994
772.419.5387 work | 772.288.5993 fax
Karl.Andersson@pa.martin.fl.us | www.pa.martin.fl.us



Website: pa.martin.fl.us

Hobe Sound Office
11726 SE Federal Highway
Hobe Sound, FL 33455
(772) 546-1309

Stuart Main Office
3473 SE Willoughby Blvd., Suite 101
Stuart, FL 34994
(772) 288-5608

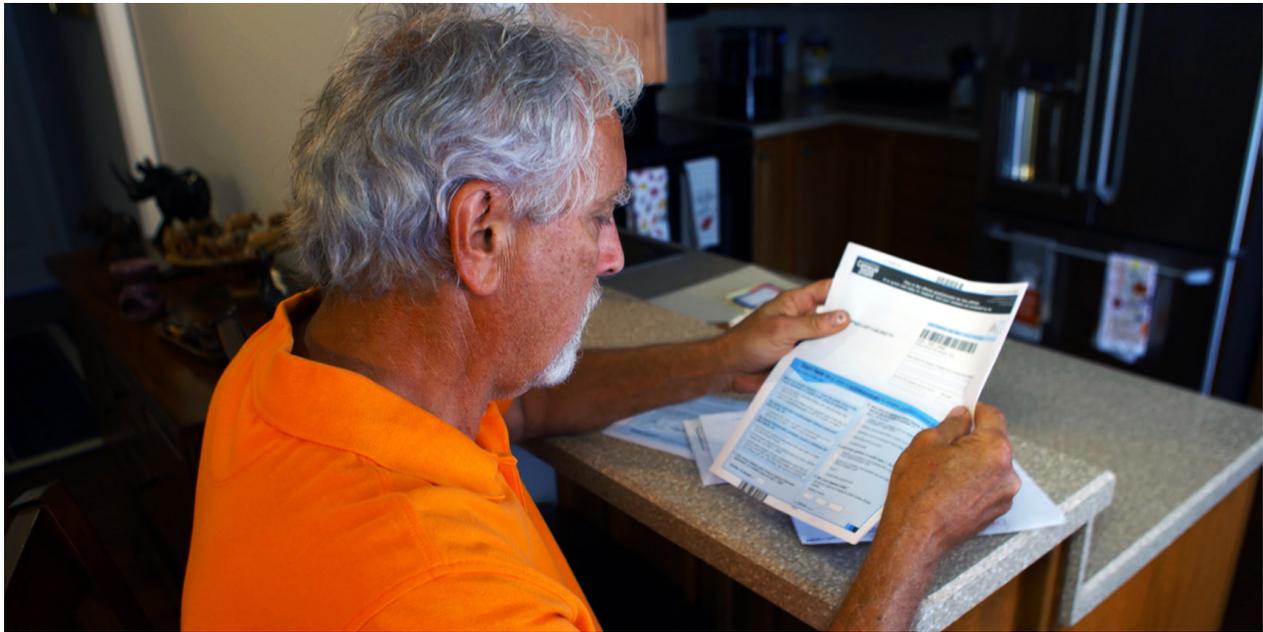
Indiantown Office
16550 Warfield Blvd.
Indiantown, FL 34956
Call for office hours (772) 288-5608

June 1st, Response Rate Snapshots:

National: 60.5%

Florida: 58.0%

- Indian River is the leading county in South Florida with **63.9%**, Glades county is trailing the South Florida Geography with **28.9%**.
- Broward County is comprised of 34 cities, with a response rate of **56.4%**. Cooper City leads with **77.5%**, Pembroke Park trails the county with **31.6%**.
- Charlotte county has a response rate of **60.2%**. Its one incorporated city, Punta Gorda has a response rate of **66.3%**.
- Collier County has a response rate of **50.9%**. It is comprised of three cities, Naples leads with **44.8%**, Everglades trails the county with **3.9%**.
- Glades county has a response rate of **28.9%**. It's one incorporated city, Moore Haven has a response rate of **22.4%**.
- Hendry County has a response rate of **37.5%**. It has two cities, Clewiston leads with **45.9%**, LaBelle trails with **38.1%**.
- Highlands County has a response rate of **55.8%**. It has three cities, Sebring leads with **51.5%**, Avon Park trails with **46.8%**.
- Indian River County has a response rate of **63.9%**. It has five cities, Sebastian leads with **74.5%**, Fellsmere trails with **45.1%**.
- Lee County has a response rate of **55.0%**. It has six cities, Cape Coral leads with **62.5%**, Fort Myers Beach trails with **25.8%**.
- Martin County has a response rate of **63.7%**. It has four cities, Sewall's Point leads with **71.9%**, Jupiter Island trails with **42.7%**.
- Miami-Dade County has a response rate of **55.4%**. It has 31 cities; Palmetto Bay leads with **73.9%**, Bal Harbor trails the county with **25.4%**.
- Monroe County has a response rate of **41.5%**. It has five cities, Key West leads with **48.1%**, Key Colony West/Beach trails with **8.1%**.
- Okeechobee County has a response rate of **43.4%**. It's one incorporated city, Okeechobee has a response rate of **51.8%**.
- Palm Beach County has a response rate of **58.9%**. It is comprised of 39 cities, Lake Clarke Shores leads with **76.3%**, Belle Glade trails the county with **38.7%**.
- St. Lucie County has a response rate of **61.3%**. It has three cities, Port St. Lucie leads with **68.3%**, Fort Pierce trails with **46.9%**.



Respond When You Receive Your 2020 Census Invitation

If your area hasn't received census materials yet, we will deliver them soon. Please respond when you receive yours.

Why haven't I received a census invitation yet?

Census workers drop off census materials to some communities that don't generally receive mail at their home using a city-style address like "101 Main Street." COVID-19 delayed delivery to some communities.

What areas are affected?

Census workers will deliver census materials soon to areas that:

- Have homes without city-style addresses.

- Have city-style addresses for emergency services, but they are not used for mail.
- Receive mail at PO Boxes.
- Have had homes or mail delivery significantly affected by major disasters (for example, parts of California affected by recent wildfires).
- Have high concentrations of seasonally vacant housing.
- Have a mixture of the above examples.

Can I respond now?

Please wait to respond until you receive your census materials.

Connect with us
[@uscensusbureau](https://twitter.com/uscensusbureau)
For more information:
[2020CENSUS.GOV](https://www.census.gov/2020census.gov)
D-FS-GP-EN-024

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2020

In your area, the best way to respond is with the unique Census ID we provide. When you receive your materials, you can choose to:

- Complete and mail back the enclosed paper questionnaire.
- Call to respond using your Census ID.
- Respond online using your Census ID.

What if I've already responded?

We're working to match the address you provided to our address list, but we may need to visit you later.

If we can't match your address, census takers may visit to verify the address you provided and may visit to collect your responses in person. We want to ensure we count everyone.

Will I have time to respond before the census ends?

We've extended the deadline to respond. Census workers will drop off census materials soon, and you'll have plenty of time to respond with your Census ID.

If you don't respond when you receive your Census ID, a census taker will visit later to collect your responses in person.

Why can't you mail me the census information?

The census counts people where they live. Many households in your area don't receive mail at their home's physical location.

To make sure we reach everyone, census workers will:

- Canvass the area for places people might live.

- Use a laptop to update our address list.
- Link a census questionnaire to your home's physical location and leave it at your front door.

Why can't I respond now without my Census ID?

Responding with your Census ID ensures you are counted in the right place.

For 95 percent of the country, we can link responses to the right place by using a mailing address. This doesn't work in some communities. For example:

- If the post office delivers your mail to a PO Box, we can't count you at the post office or follow up with you there if you don't respond.
- Rural route addresses (e.g., RR5, Box 9) may represent a mailbox along a roadside, not necessarily your home's location, making it harder to count you in the right place.

How can I track my community's response?

View our interactive 2020 Census Response Rate map at <https://2020census.gov/en/response-rates.html>.

When will you drop off the materials?

The Census Bureau is resuming dropping off materials on a phased schedule across the country. This effort does not require interaction with households, and census workers will follow the most current federal, state, and local guidance.

Find the latest updates at <https://2020census.gov/en/news-events/operational-adjustments-covid-19.html>.

Connect with us

@uscensusbureau

For more information:

2020CENSUS.GOV

D-FS-GP-EN-024

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2020**

Memorandum

TO: Howard Brown, Village of Indiantown Manager
FROM: Code Compliance Officer
DATE: June 3rd, 2020
RE: Code Compliance Bi-Monthly Update Summary

Code Compliance Cases

- Total code cases – 34
- Opened during this reporting period – 4
- Opened by complaint received – 2
- Opened by inspector observations – 2

Top Five (5) Violations

- Improper Parking
- Building Permit Violation
- Excessive Amounts of Debris/Trash
- Window Board-up (Exterior Structure)
- Inoperable Vehicle

Illegal Snipe Signs and Right of Way Issues

- Code collected 25 illegal snipe signs from public right of way.

Coronavirus objectives

- Observe, and report any public hazards to the appropriate local government entity.
- Prevent any large public gatherings.
- Accurately inform the public of any local, state, and national updates.
- Respond to complaints and/or Code Compliance inquiries.
- Enforce local, county, and state COVID -19 orders through educational outreach.

Projects/Community Highlights

- Code Compliance General Information Pamphlets (English/Spanish)
- Code Compliance Door Hangers/Courtesy Notices Translated (Spanish)
- Nuisance Abatement Program



2020 BUILDING PERMIT SUMMARY REPORT

Prepared by: Permit Technician.

Source: GFA construction

Date: May 29,2020

MONTH	APPLICATIONS	APPROVED						ACTIVE	COMPLETED	OTHER	TOTAL FEE	TOTAL CONSTRUCTION VALUE
		B	E	M	P	F	T or O					
JAN	24	16	4	2	2	0	0	12	12		\$7,256	\$1,287,087
FEB	25	22	2	0	1	0	0	6	19		\$7,846	\$160,285
MAR	47	41	2	1	0	0	3	19	28		\$17,987	\$772,151
APR	15	8	0	6	0	0	1	5	10		\$3,678	\$131,770
MAY	13	7	4	2	0	0	0	12	1		\$2,620	\$83,271
JUN								0				
JULY								0				
AUG								0				
SEPT								0				
OCT								0				
NOV								0				
DEC								0				
TOTAL	124	94	12	11	3	0	4	54	70	0	\$39,387	\$2,434,563

Legend: (B) Building, (E) Electrical, (M) Mechanical, (P) Plumbing, (F) Fire, (T) Tent (O) other