



TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MEETING AGENDA
Tuesday, September 2, 2014

Mayor David Browning (Seat 4)

Vice Mayor Ronald D. Jarriel (Seat 1)

Councilman Tom Goltzené (Seat 5)

Councilman Ryan Liang (Seat 3)

Councilman Jim Rockett (Seat 2)



Town of Loxahatchee Groves

Town Council Meeting

Tuesday, September 2, 2014 - 7:00 p.m. to 10:30 p.m.

(Times established by Resolution No. 2014-08... commencing at 7:00 p.m., and ending no later than 10:30 p.m., which can be extended by motion of the Council.)

Loxahatchee Groves Water Control District, 101 West "D" Road

Mayor David Browning (Seat 4)
Vice Mayor Ronald D. Jarriel (Seat 1)
Councilman Tom Goltzené (Seat 5)
Councilman Ryan Liang (Seat 3)
Councilman Jim Rockett (Seat 2)

Town Manager Mark Kutney
Town Clerk Janet K. Whipple
Town Attorney Michael D. Cirullo, Jr.

Tentative
Subject to Revision

PUBLIC NOTICE/AGENDA

1. OPENING

- a. Call to Order & Roll Call
- b. Pledge of Allegiance & Invocation – Mayor Browning
- c. Approval of Agenda

2. CONSENT AGENDA

- a. Invoice from Goren, Cherof, Doody & Ezrol, P.A.

3. PUBLIC COMMENT

4. PRESENTATIONS

- a. Randy Wertepny, P.E., Sr. Project Manager, Keshavarz & Associates, Inc., to provide tutorial on the Federal Emergency Management Agency (FEMA) Flood Map process.

5. COMMITTEE REPORTS

- a. Virginia Standish, Chair of the Financial Audit and Advisory Committee (FAAC) to provide a status report on the proposed Road Improvement Policy and the draft Purchasing Ordinance. *(No Backup Material)*

6. RESOLUTIONS - NONE

7. ORDINANCES - NONE

8. ADMINISTRATIVE UPDATE – *Town Manager Kutney*

9. OLD BUSINESS - NONE

10. NEW BUSINESS - NONE

11. CLOSING COMMENTS

- a. Public
- b. Town Attorney
- Request for Town Council to schedule a closed door meeting to discuss litigation in Day v. Town of Loxahatchee Groves, 15th Judicial Circuit, Palm Beach County, Florida, Case No. 502012CA014543MB.
- c. Town Council Members

12. ADJOURNMENT

The next Town Council Meeting (Tentative Millage & Budget) is scheduled for September 11, 2014.

Comment Cards: Anyone from the public wishing to address the Town Council must complete a Comment Card before speaking. This must be filled out completely with your full name and address and given to the Town Clerk. During the meeting, before public comments, you may only address the item on the agenda in which is being discussed at the time of your comment. During public comments, you may address any item you desire. Please remember that there is a three (3) minute time limit on all public comment. Any person who decides to appeal any decision of the Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which included testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate should contact the Town Clerk's Office (561-793-2418), at least 48 hours in advance to request such accommodation.



Item 2.a.

Consent Agenda

Attorney Invoice

GOREN, CHEROF, DOODY & EZROL, P.A.
Attorneys at Law
3099 East Commercial Boulevard
Suite 200
Fort Lauderdale, Florida 33308
Telephone (954) 771-4500

TOWN OF LOXAHATCHEE GROVES
14579 Southern Boulevard
Suite 2
Loxahatchee Groves FL 33470

Attn: Mark Kutney, Town Manager

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08/27/2014
ACCOUNT NO: 1574-0702400R
STATEMENT NO: 96



General Matters

			HOURS
07/21/2014	DJD	Review and revise letter to OIG	0.30
07/25/2014	MDC	Telephone call with PU on pending items; e-mail MK summary of FWC Assistant General Counsel on preemption.	0.40
07/28/2014	MDC	Review Tew and Taylor correspondence re: Maniglia.	0.30
08/04/2014	JGH	Review Code Enforcement matters, review agenda and prepare for 8/5/14 Council meeting.	1.20
	MDC	Review agenda, email JGH on meeting preparation.	0.30
08/05/2014	JGH	Town Council meeting and preparation.	5.00
	BAM	Review contracts for road maintenance and road grading.	0.70
08/11/2014	BAM	Review Town's ordinance regarding procurement issues.	0.60
08/12/2014	MDC	Review materials from 8/5 meeting, confer with JGH; telephone call with MK on pending matters.	0.70
08/14/2014	MDC	Review agenda for 8/19 meeting.	0.20
	SRW	Revisions to memo re: code enforcement costs.	0.40
08/15/2014	MDC	Continue reviewing materials for 8/19 meeting.	0.60
08/16/2014	BAM	Review Lox Groves Procurement Code for purpose of addressing questions regarding additional services to existing contract.	0.60
08/18/2014	MDC	Telephone call with JR on pending issues; telephone call with MK on 8/19 agenda, budget and millage schedule.	0.50
08/19/2014	MDC	Review materials; prepare for and attend Council meeting; telephone call with MK on matters for meeting; attend PBSC Workshop.	4.90
08/20/2014	MDC	Review draft of proposed Trail Interlocal Agreement from LGWCD; review letter from NFE; telephone call with MK re: NFE letter, FDEP letter on permitting matters; follow up from 8/19 meeting.	1.80
	BAM	Conference with M. Cirullo regarding additional services from contractor	

General Matters

		under Procurement Code and other purchasing matters.	HOURS	
			0.30	
08/22/2014	MDC	Review ILA with Districts; confer with MK on pending items; telephone conference with MK, TG on trail issues in Town.	1.20	
08/25/2014	MDC	Review pending matters with MK.	0.30	
		FOR CURRENT SERVICES RENDERED	<u>20.30</u>	<u>3,755.50</u>

RECAPITULATION

TIMEKEEPER	HOURS	HOURLY RATE	TOTAL
D.J. DOODY	0.30	\$185.00	\$55.50
MICHAEL D. CIRULLO	11.20	185.00	2,072.00
JACOB G. HOROWITZ	6.20	185.00	1,147.00
STACEY R WEINGER	0.40	185.00	74.00
BRAM A. MARAVENT	2.20	185.00	407.00

Photocopies	<u>168.35</u>
TOTAL EXPENSES THRU 08/26/2014	168.35
TOTAL CURRENT WORK	3,923.85
BALANCE DUE	<u>\$3,923.85</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

GOREN, CHEROF, DOODY & EZROL, P.A.
 Attorneys at Law
 3099 East Commercial Boulevard
 Suite 200
 Fort Lauderdale, Florida 33308
 Telephone (954) 771-4500

TOWN OF LOXAHATCHEE GROVES
 14579 Southern Boulevard
 Suite 2
 Loxahatchee Groves FL 33470

Attn: Mark Kutney, Town Manager

Loxahatchee Groves Commons

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08/21/2014	MDC Review engineering summary; call to MK, JF.			HOURS	
				0.40	
	FOR CURRENT SERVICES RENDERED			0.40	74.00
		RECAPITULATION			
	<u>TIMEKEEPER</u>		<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
	MICHAEL D. CIRULLO		0.40	\$185.00	\$74.00
	TOTAL CURRENT WORK				74.00
	BALANCE DUE				<u>\$74.00</u>

MDC

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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Attn: Mark Kutney, Town Manager

adv. Day, Willie and Frankie

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			HOURS	
08/20/2014	MDC	Conference call with Special Counsel re: mediation.	1.00	
08/25/2014	MDC	Review materials to prepare for mediation.	0.60	
08/26/2014	MDC	Review materials; prepare for, attend mediation.	6.80	
		FOR CURRENT SERVICES RENDERED	8.40	1,554.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
MICHAEL D. CIRULLO	8.40	\$185.00	\$1,554.00

Photocopies		24.50
TOTAL EXPENSES THRU 08/26/2014		24.50
TOTAL CURRENT WORK		1,578.50
BALANCE DUE	<i>MDC</i>	<u>\$1,578.50</u>

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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 Fort Lauderdale, Florida 33308
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ACCOUNT NO: 08/27/2014
 STATEMENT NO: 1574-1107581R 1

Attn: Mark Kutney, Town Manager

Chamber of Commerce Property

			HOURS	
08/22/2014	MDC	Meet with DJD re: proposed transaction, update MK.	0.80	
	DJD	Address issues associated with Chamber of Commerce Property	0.50	
		FOR CURRENT SERVICES RENDERED	1.30	240.50

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	0.50	\$185.00	\$92.50
MICHAEL D. CIRULLO	0.80	185.00	148.00

Photocopies	8.05
TOTAL EXPENSES THRU 08/26/2014	8.05
TOTAL CURRENT WORK	248.55
BALANCE DUE	\$248.55

MDC

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



Item 4.

PRESENTATIONS

FEMA Presentation

From: Schmidt, Emily [<mailto:Emily.Schmidt@aecom.com>]

Sent: Friday, August 22, 2014 4:52 PM

Subject: Palm Beach Final Follow-up Information & Instructions regarding Upcoming Public Meetings – PLEASE READ ENTIRE EMAIL

Importance: High

Good Afternoon Palm Beach Community Floodplain Administrators,

Thank you for attending the Final Community Coordination Call last Friday, August 15th.

Please read this entire email as it contains important instructions and information regarding the upcoming Technical Preliminary DFIRM Community Coordination (PDCC) Meeting and Flood Risk Public Open House Meetings.

TECHNICAL PDCC MEETING:

Each community is requested to attend the Technical PDCC Meeting in Boynton Beach on **Monday, September 8th at 1:00pm.**

The meeting will be held at the **Boynton Beach City Library, Library Program Room, 208 South Seacrest Boulevard, Boynton Beach, Florida 33435.**

This is the official technical meeting for all municipalities. Please do not extend this invitation for the PDCC Meeting to the public.

This meeting is intended for local floodplain management officials, engineers, and other technical staff.

FLOOD RISK PUBLIC OPEN HOUSE MEETINGS:

Each community has been assigned to its nearest Open House location. This is the open house meeting at which you will have your Community Assistance Station. See the alphabetical community assignment list below. Community Floodplain Administrators and other representatives have found it useful to bring items such as the following with them to this station:

- Current Floodplain Management Regulations
- Community Ordinance
- Stormwater Plans
- Building Department Contact Information

- Building Permits, etc.

Please send the following information to Henrietta Williams and/or Emily Schmidt at Henrietta.Williams@fema.dhs.gov and/or Emily.Schmidt@aecom.com **by Thursday, August 28th COB.**

- Names, Titles, Phone Numbers, Email Addresses** for the following representatives, and please note which of these roles each person will fill:
- Representing your community at the Public Open House Meeting
 - Stationed at your Community Table to be available to your residents
 - To be listed on our **INTERNAL Event Day Contact Sheet** (to be distributed the week prior to the meetings only to those involved in running the day's meeting)
 - These contacts will need to provide **cell phone numbers** as we will need to be able to contact them on the day of the meeting.
 - Translators and which language(s) each speaks
 - Public Information Officers and/or Subject Matter Experts who can support media interviews

This **Community Assignment List** is in alphabetical order by community.

1. Palm Beach County (Unincorporated Areas)	All four meeting locations
2. Atlantis, City of	Tuesday - West Palm Beach location
3. Belle Glade, City of	Wednesday - Belle Glade location
4. Boca Raton, City of	Monday - Boynton Beach location
5. Boynton Beach, City of	Monday - Boynton Beach location
6. Briny Breezes, Town of	Monday - Boynton Beach location
7. Cloud Lake, Town of	Tuesday - West Palm Beach location
8. Delray Beach, City of	Monday - Boynton Beach location
9. Glen Ridge, Town of	Tuesday - West Palm Beach location
10. Golf, Village of	Monday - Boynton Beach location
11. Greenacres, City of	Tuesday - West Palm Beach location
12. Gulf Stream, Town of	Monday - Boynton Beach location
13. Haverhill, Town of	Tuesday - West Palm Beach location
14. Highland Beach, Town of	Monday - Boynton Beach location
15. Hypoluxo, Town of	Monday - Boynton Beach location
16. Juno Beach, Town of	Thursday - Jupiter location
17. Jupiter, Town of	Thursday - Jupiter location
18. Jupiter Inlet Colony, Town of	Thursday - Jupiter location
19. Lake Clarke Shores, Town of	Tuesday - West Palm Beach location

20.Lake Park, Town of	Thursday - Jupiter location
21.Lake Worth, City of	Tuesday - West Palm Beach location
22.Lantana, Town of	Monday - Boynton Beach location
23.Loahatchee Groves, Town of	Tuesday - West Palm Beach location
24.Manalapan, Town of	Monday - Boynton Beach location
25.Mangonia Park, Town of	Tuesday - West Palm Beach location
26.North Palm Beach, Village of	Thursday - Jupiter location
27.Ocean Ridge, Town of	Monday - Boynton Beach location
28.Pahokee, City of	Wednesday - Belle Glade location
29.Palm Beach Gardens, City of	Thursday - Jupiter location
30.Palm Beach Shores, Town of	Tuesday - West Palm Beach location
31.Palm Beach, Town of	Tuesday - West Palm Beach location
32.Palm Springs, Village of	Tuesday - West Palm Beach location
33.Riviera Beach, City of	Thursday - Jupiter location
34.Royal Palm Beach, Village of	Tuesday - West Palm Beach location
35.South Bay, City of	Wednesday - Belle Glade location
36.South Palm Beach, Town of	Monday - Boynton Beach location
37.Tequesta, Village of	Thursday - Jupiter location
38.Wellington, Village of	Tuesday - West Palm Beach location
39.West Palm Beach, City of	Tuesday - West Palm Beach location

There are several attachments to this email. We have included five double-sided Fact Sheets (FS) for your use and distribution. We are asking the communities hosting the Open House Meetings to provide printed copies of these 5 fact sheets for their meetings. We have also included a Flood Risk Open House Layout page with the stations arranged in sequential order around the room, and four Flood Risk Open House Location Slides that can be used to advertise the meetings' dates, times, and locations.

Five double-sided Fact Sheets (FS) – Digital versions for your use/distribution

1. Flood Insurance: How It Works
2. Flood Insurance and Flood Maps
3. Changes in Flood Maps: What Property Owners Need to Know
4. The NFIP and Levees: An Overview
5. Preferred Risk Policy Eligibility Extension & Flood Risk and Insurance: Know the Facts

We are asking that the meeting host communities provide printed copies of these fact sheets, but if you wish print and bring some for your community assistance station as well, that would be a welcome contribution.

Flood Risk Public Open House Meeting Layout

Note – Station 6 has varying numbers of tables depending on location and number of communities represented at each meeting.

See List of Community Assignments below sorted by Meeting Date/Location. Set-up starts at 2pm.

Flood Risk Public Open House Meeting Location Slides (one per meeting location)

Note – Each slide lists the communities nearest the main Open House Location being shown. In case residents of the nearby communities are unable to attend the meeting closest to them, the other three meeting dates and locations are shown on each version of the slide.

Monday, September 8th: Boynton Beach Location:

1. Palm Beach County (Unincorporated Areas)
2. Boca Raton, City of
3. Boynton Beach, City of
4. Briny Breezes, Town of
5. Delray Beach, City of
6. Golf, Village of
7. Gulf Stream, Town of
8. Highland Beach, Town of
9. Hypoluxo, Town of
10. Lantana, Town of
11. Manalapan, Town of
12. Ocean Ridge, Town of
13. South Palm Beach, Town of

Tuesday, September 9th: West Palm Beach Location:

1. Palm Beach County (Unincorporated Areas)
2. Atlantis, City of
3. Cloud Lake, Town of
4. Glen Ridge, Town of

5. Greenacres, City of
6. Haverhill, Town of
7. Lake Clarke Shores, Town of
8. Lake Worth, City of
9. Loxahatchee Groves, Town of
10. Mangonia Park, Town of
11. Palm Beach Shores, Town of
12. Palm Beach, Town of
13. Palm Springs, Village of
14. Royal Palm Beach, Village of
15. Wellington, Village of
16. West Palm Beach, City of

Wednesday, September 10th: Belle Glade Location:

1. Palm Beach County (Unincorporated Areas)
2. Belle Glade, City of
3. Pahokee, City of
4. South Bay, City of

Thursday, September 11th: Jupiter Location:

1. Palm Beach County (Unincorporated Areas)
2. Juno Beach, Town of
3. Jupiter, Town of
4. Jupiter Inlet Colony, Town of
5. Lake Park, Town of
6. North Palm Beach, Village of
7. Palm Beach Gardens, City of
8. Riviera Beach, City of
9. Tequesta, Village of

Please remember to send the contact information requested above to Henrietta Williams and Emily Schmidt by Thursday August 28th for inclusion in our final preparations for the upcoming Flood Risk Public Open House Meetings.

This is being sent on behalf of Henrietta Williams, FEMA Region IV Outreach Specialist.

Thank you and have a wonderful day.

Henrietta L. Williams, CFM, Outreach Specialist
DHS/FEMA Region IV
Risk Analysis Branch
3003 Chamblee Tucker Road
Atlanta, GA 30341
ph: (770) 220-5311
fax: (770) 220-3117

Emily Schmidt, CFM
Outreach Coordinator &
GIS Specialist II
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