



TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MEETING AGENDA
TUESDAY, December 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, December 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 William F. Underwood, III
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 COMMENTS

4. PRESENTATIONS - NONE

5. COMMITTEE REPORTS

- a. Virginia Standish, Chair for the Finance Advisory & Audit Committee (FAAC), to provide the Financial Reports from July thru September, Fiscal Year 2014, and October, Fiscal Year 2015.

6. RESOLUTIONS

- a. **RESOLUTION NO. 2014-21:** *(March 10, 2015, Municipal Election and Agreement with Palm Beach County Supervisor of Elections.)*

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, DESIGNATING THE DATE, TIME AND PLACE TO QUALIFY AND FILE FOR THE OFFICE OF TOWN COUNCIL MEMBER FOR SEATS ONE (1) AND THREE (3) PRIOR TO THE MUNICIPAL GENERAL ELECTION TO BE HELD ON TUESDAY, MARCH 10, 2015, PURSUANT TO THE TOWN CHARTER AND CHAPTERS 97 - 106, FLORIDA STATUTES; THE ELECTION FILING PERIOD OPENS PROMPTLY AT 12:00 NOON ON JANUARY 27, 2015 AND CLOSES PROMPTLY AT 12:00 NOON ON FEBRUARY 3, 2015; SETTING FILING FEES; AUTHORIZING THE TOWN CLERK TO APPOINT ELECTION BOARDS FOR ELECTION PRECINCT 6094; AUTHORIZING THE SUPERVISOR OF ELECTIONS TO CONDUCT THE TOWN ELECTION AND APPROVING THE AGREEMENT BETWEEN THE TOWN AND THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS FOR ELECTION SERVICES; AUTHORIZING THE TOWN CLERK OR DESIGNEE TO HANDLE CERTAIN ELECTION MATTERS; OPTING OUT OF EARLY VOTING; PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.

7. ORDINANCES

- a. **ORDINANCE NO. 2014-08: PUBLIC HEARING/FIRST READING** *(Okeechobee Boulevard)*

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AMENDING THE TEXT OF THE FUTURE LAND USE ELEMENT OF THE TOWN OF LOXAHATCHEE GROVES COMPREHENSIVE PLAN PURSUANT TO STATE STATUTE; TO ADD OBJECTIVE 1.17 IMPLEMENTING SECTOR PLANNING PRINCIPLES ALONG OKEECHOBEE BOULEVARD; PROVIDING FOR CONFLICTS;

PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

b. **ORDINANCE NO 2014-09: PUBLIC HEARING/FIRST READING** *(Charter Change Debt/Borrowing)*

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM AN AMENDMENT TO THE CHARTER OF THE TOWN OF LOXAHATCHEE GROVES, TO AMEND SECTION 6, ENTITLED “BUDGET AND APPROPRIATIONS,” TO DELETE SUBSECTION (6) ENTITLED “REVENUE BONDS; LEASE-PURCHASE CONTRACTS,” WHICH WOULD REMOVE THE REQUIREMENT THAT CERTAIN TYPES OF BORROWING THAT EXCEED A REPAYMENT TERM OF THIRTY SIX (36) MONTHS BE APPROVED BY REFERENDUM ELECTION; PROVIDING FOR BALLOT TITLE AND SUMMARY; PROVIDING FOR NOTICE TO BE PUBLISHED IN ACCORDANCE WITH THE STATE OF FLORIDA ELECTION CODE; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF LOXAHATCHEE GROVES, AS A SPECIAL ELECTION WITH THE TOWN’S GENERAL MUNICIPAL ELECTION ON MARCH 10, 2015, AND PLACED ON THE ELECTION BALLOT FOR SAID ELECTION, AND IT SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE TOWN CHARTER AND CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

c. **ORDINANCE NO.2014-10: PUBLIC HEARING/FIRST READING** *(Charter Change – Road Improvements)*

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM A NON-BINDING STRAW BALLOT RELATING TO ROADWAY IMPROVEMENT POLICIES BY THE TOWN OF LOXAHATCHEE GROVES; PROVIDING FOR BALLOT TITLE AND SUMMARY; PROVIDING FOR NOTICE TO BE PUBLISHED IN ACCORDANCE WITH STATE OF FLORIDA ELECTION CODE; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF LOXAHATCHEE GROVES, AS A SPECIAL ELECTION WITH THE TOWN’S GENERAL MUNICIPAL ELECTION ON MARCH 10, 2015,

AND PLACED ON THE ELECTION BALLOT FOR SAID ELECTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

d. **ORDINANCE NO. 2014-11: PUBLIC HEARING/FIRST READING**
(Charter Change - Election Criteria)

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM AN AMENDMENT TO THE CHARTER OF THE TOWN OF LOXAHATCHEE GROVES, SECTION 7, ENTITLED "ELECTIONS," TO REMOVE SECTION 7 WHICH RELATES TO ELECTION PROCEDURES, FROM THE CHARTER, AND CONVERT THEM INTO AN ORDINANCE OF THE TOWN OF LOXAHATCHEE GROVES; PROVIDING FOR BALLOT TITLE AND SUMMARY; PROVIDING FOR NOTICE TO BE PUBLISHED IN ACCORDANCE WITH STATE OF FLORIDA ELECTION CODE; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF LOXAHATCHEE GROVES, AS A SPECIAL ELECTION WITH THE TOWN'S GENERAL MUNICIPAL ELECTION ON MARCH 10, 2015, AND PLACED ON THE ELECTION BALLOT FOR SAID ELECTION, AND IT SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING THAT SHOULD THE AMENDMENT BE APPROVED BY THE ELECTORATE OF THE TOWN, THE ELECTION PROVISIONS OF SECTION 7 OF THE TOWN CHARTER SHALL BE AN ORDINANCE OF THE TOWN; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE TOWN CHARTER AND CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

8. **MANAGER'S REPORT** – *Town Manager Underwood*

- a. **AGENDA ITEM REPORT (AIR)** - Updates on various activities and issues concerning the Town.

9. **OLD BUSINESS**

- a. Consideration for Recommendations of Municipal Financial System Software SaaS Proposal.

10. NEW BUSINESS - NONE

11. CLOSING COMMENTS

- a. Public
- b. Town Attorney
- c. Town Council Members

12. ADJOURNMENT

The next regular Town Council Meeting is tentatively scheduled for December 16, 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
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 Loxahatchee Groves FL 33470

Page: 1
 11/25/2014
 ACCOUNT NO: 1574-0702400R
 STATEMENT NO: 99

Attn: William F. Underwood, II - Town Manager

General Matters

			(MDC)	HOURS
10/27/2014	SRW	Revisions to Code Enforcement Cost Policy.		0.20
10/28/2014	MDC	Review items for 11/4 meeting; prepare Resolution for 6th Court North Equestrian Trail project.		1.00
	BAM	Conference with M. Cirullo regarding permitting issue involving traditional agriculture; legal research regarding same.		0.70
10/29/2014	MDC	Telephone call with P. Underwood; review agenda items.		0.80
	MDC	Review issues with B Road.		0.20
	BAM	Complete legal research re: statutory and regulatory issues re: not-for-profit statutes and Florida Building Code.		1.00
10/30/2014	MDC	Review procurement issues; telephone conference call with PU; telephone call with Bill Underwood on pending issues.		0.80
	BAM	Conference with M. Cirullo regarding appeal structure for permit decisions in Palm Beach County and related issues.		0.40
10/31/2014	MDC	Review agenda materials for 11/4 meeting; conference call with Bill Underwood on various items pending in Town and discuss agenda items.		1.60
11/04/2014	MDC	Review materials; prepare for Council meeting; miscellaneous telephone calls with Bill Underwood; telephone call with Mayor Browning, Councilmen Roclett, Jarrell and Liang; review notices for PZ Board meeting; attend Council meeting; review materials re: Charter amendments, Special Elections.		5.20
11/05/2014	MDC	Follow up on items from 11/4 meeting; review correspondence on pending items.		0.60
11/06/2014	MDC	Review PZ matters; telephone call with B. Underwood on IGC meeting; additional calls with Bill Underwood re: Trails ILA; revise documents per BU, comments at IGC, forward to Bill Underwood.		2.50
11/07/2014	MDC	Review materials; meet with B. Underwood on pending matters, Trails ILA, agenda for 11/18 meeting; further revisions to ILA.		1.20
11/10/2014	MDC	Telephone call with Bill Underwood on LGWCD Agreements; review ILA re:		

General Matters

			HOURS	
		funding of maps.	0.50	
11/11/2014	MDC	Review and revise wildlife exhibition ordinance.	0.90	
11/12/2014	MDC	Review and revise Resolutions for 11/18 meeting.	0.50	
11/13/2014	MDC	Telephone call with Bill Underwood on issues with District Interlocal Agreement; telephone call with PU on agenda materials.	0.60	
11/14/2014	MDC	Phone conference with Bill Underwood, revise resolution for approval of Interlocal Agreement; begin RETGAC Resolution; review agenda materials for 11/18 meeting; telephone conference with JF on P&Z Board items; telephone conference with BT, Re: on building department services.	1.60	
11/15/2014	MDC	Review addendum material for 11/18/14 meeting.	0.30	
11/17/2014	MDC	Review PZ materials; telephone call with JF; review agenda materials for 11/18 meeting.	0.50	
11/18/2014	MDC	Telephone call with Council members and Mayor; telephone call with Bill Underwood; review materials; prepare for, Attend Council meeting; revise Resolution on RETGAC.	5.60	
11/19/2014	MDC	Follow up on items from 11/18 Council meeting; revise District ILA; review SOE Agreement and draft of Resolution.	1.10	
11/20/2014	MDC	Telephone call with BU on District ILA; coordinate meeting with MV, SY, BU; review PZ matters with BU, JF.	0.50	
11/21/2014	MDC	Review materials attend meeting with BV, MV, SY on District Trails ILA; misc telephone conference with JF on camp plaza issues	2.30	
11/23/2014	MDC	Review materials from 11/21 meeting, summarize and email Bill Underwood.	0.50	
11/24/2014	MDC	Telephone conference with Bill Underwood, forward email to Mary Viator on 11/21 meeting; telephone conference with JF, review materials on computer, plan amendment.	0.80	
FOR CURRENT SERVICES RENDERED			31.90	5,901.50

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
MICHAEL D. CIRULLO	29.60	\$185.00	\$5,476.00
STACEY R WEINGER	0.20	185.00	37.00
BRAM A. MARAVENT	2.10	185.00	388.50

Photocopies	78.40
TOTAL EXPENSES THRU 11/25/2014	78.40

General Matters

TOTAL CURRENT WORK 5,979.90

BALANCE DUE \$5,979.90

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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Page: 1
 11/25/2014
 ACCOUNT NO: 1574-1004800R
 STATEMENT NO: 27

Attn: William F. Underwood, II - Town Manager

Equestrian Partners Land Use Amendment (Solar
 Sportsystems, Inc.)

			HOURS	
10/29/2014	MDC	Review issues with B Road.	0.20	
11/03/2014	MDC	Review status of development; miscellaneous telephone calls on issues with approval.	0.30	
11/04/2014	MDC	Miscellaneous telephone calls with applicants on B Road, status of application.	0.20	
11/06/2014	MDC	Review revised B Road Agreement.	0.30	
11/14/2014	MDC	Miscellaneous telephone calls re: B Road agreement.	0.30	
11/18/2014	MDC	Review status of application, B Road Agreement; telephone call with WU.	0.30	
11/21/2014	MDC	Review materials, prepare for, attend meeting regarding B road.	<u>1.80</u>	
		FOR CURRENT SERVICES RENDERED	3.40	<u>629.00</u>

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
MICHAEL D. CIRULLO	3.40	\$185.00	\$629.00

TOTAL CURRENT WORK	629.00
BALANCE DUE	<u>\$629.00</u>

MDC

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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11/25/2014
ACCOUNT NO: 1574-1004840R
STATEMENT NO: 32

Attn: William F. Underwood, II - Town Manager

Loxahatchee Groves Commons

			HOURS	
11/03/2014	MDC	Review status of development; miscellaneous telephone calls on issues with approval.	0.30	
11/04/2014	MDC	Miscellaneous telephone calls with applicant on B Road, status of application.	0.20	
11/06/2014	MDC	Review revised B Road Agreement.	0.30	
11/14/2014	MDC	Miscellaneous telephone calls re: B Road agreement.	0.30	
11/15/2014	MDC	Review comments on B Road agreement provided by ALI counsel.	0.70	
11/18/2014	MDC	Review status of application, B Road Agreement; telephone call with WU.	0.30	
11/21/2014	MDC	Review materials, prepare for, attend meeting regarding B road.	<u>1.80</u>	
		FOR CURRENT SERVICES RENDERED	3.90	<u>721.50</u>

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
MICHAEL D. CIRULLO	3.90	\$185.00	\$721.50

TOTAL CURRENT WORK 721.50

BALANCE DUE \$721.50

MDC

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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11/25/2014
ACCOUNT NO: 1574-1107581R
STATEMENT NO: 4

Attn: William F. Underwood, II - Town Manager

Chamber of Commerce Property

			HOURS	
11/19/2014	MDC	Review Charter, Ordinances re: purchase of real property.	0.30	
11/20/2014	MDC	Begin review of documents for purchase of building.	0.20	
11/24/2014	RLL	Meeting with DJD and MDC to discuss proposed purchase of building; review appraisals on property; coordinate conference call with DJD, MDC and William Underwood; begin preparation of purchase and sale agreement.	1.50	
	MDC	Meeting with DJD, RL on preparing Contract for purchase	0.40	
	DJD	Initial review of transaction	0.80	
		FOR CURRENT SERVICES RENDERED	3.20	<u>502.00</u>

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	0.80	\$185.00	\$148.00
MICHAEL D. CIRULLO	0.90	185.00	166.50
RACHEL L LEACH	1.50	125.00	187.50

TOTAL CURRENT WORK 502.00

BALANCE DUE \$502.00

MDC

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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Page: 1
11/25/2014
ACCOUNT NO: 1574-1107582R
STATEMENT NO: 2

Attn: William F. Underwood, II - Town Manager

2014 Day Property Amendment

			HOURS	
10/28/2014	MDC	Finalize ordinances; forward to JF.	0.30	
10/29/2014	MDC	Review final versions of Ordinances for LUA rezone; prepare Restrictive Covenant.	1.20	
	DJD	Review and revise Restrictive Covenants.	0.40	
10/31/2014	MDC	Revise Declaration of Covenants.	0.20	
11/03/2014	MDC	Review Notices; telephone call with JF on status of application.	0.30	
11/04/2014	MDC	Review notices; telephone call with Bill Underwood.	0.40	
	DJD	Revise restrictive covenant.	0.50	
11/05/2014	DJD	Discussion with Mike Cirullo, revise restrictive covenants.	0.60	
	MDC	Revise Restrictive Covenant; forward to MB.	0.30	
11/11/2014	MDC	Review status of application, prepare resolution to accept Restrictive Covenant.	0.30	
11/17/2014	MDC	Review materials, QJ procedures, for 11/18 hearing.	0.40	
		FOR CURRENT SERVICES RENDERED	4.90	906.50

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
D.J. DOODY	1.50	\$185.00	\$277.50
MICHAEL D. CIRULLO	3.40	185.00	629.00

Photocopies		6.30
TOTAL EXPENSES THRU 11/25/2014		6.30
TOTAL CURRENT WORK		912.80

TOWN OF LOXAHATCHEE GROVES

2014 Day Property Amendment

Page: 2
11/25/2014
ACCOUNT NO: 1574-1107582R
STATEMENT NO: 2

BALANCE DUE

\$912.80

AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE

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Page: 1
 11/25/2014
 ACCOUNT NO: 1574-1107583R
 STATEMENT NO: 1

Attn: William F. Underwood, II - Town Manager

2015 Election - Referenda Election

			HOURS	
11/05/2014	MDC	Review Charter, Statutes on Charter Amendments, Referenda; begin preparing format for ordinances.	0.50	
11/18/2014	MDC	Prepare ordinance for Charter Amendment.	1.00	
11/19/2014	MDC	Review materials, statutes; review statutes on Charter Amendment; telephone call with J. Whipple; review materials provided by J. Whipple; continue preparing ordinances for referenda.	2.80	
11/20/2014	JGH	Legal research re: charter amendments.	0.50	
	MDC	Telephone call with JW, B. Underwood on Referenda Ordinances; continue to prepare Ordinances for Road Referenda, Debt Referenda, election matters.	1.50	
11/23/2014	MDC	Revise referenda Ordnances	0.40	
11/24/2014	MDC	Revise ordinances, forward to Bill Underwood.	0.30	
		FOR CURRENT SERVICES RENDERED	7.00	1,295.00

RECAPITULATION

<u>TIMEKEEPER</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL</u>
MICHAEL D. CIRULLO	6.50	\$185.00	\$1,202.50
JACOB G. HOROWITZ	0.50	185.00	92.50

TOTAL CURRENT WORK 1,295.00

BALANCE DUE \$1,295.00



AMOUNTS PREVIOUSLY BILLED NOT INCLUDED ABOVE



Item 5.a.

COMMITTEE REPORTS

Financials Ending FY July thru September 2014

October FY 2015



BUDGET VS ACTUAL
AS OF July 31, 2014
 83% Elapsed
 General Fund
 Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-311-100-000	Ad Valorem Taxes	8,488.06	213,171.65	-	197,297	15,874.65	108.0%
	Ad Valorem Taxes Subtotal	8,488.06	213,171.65		197,297	15,874.65	
001-314-100-000	Electric Utility Tax	23,941.47	181,823.45	-	203,000	(21,176.55)	89.6%
001-315-100-000	Communications Services	8,297.53	76,457.03	-	125,446	(48,988.97)	60.9%
001-316-200-000	County Occupational License	85.87	4,562.49	-	5,000	(437.51)	91.2%
	Local Taxes Subtotal	32,324.87	262,842.97		333,446	(70,603.03)	
001-323-100-000	FPL Franchise Fee	17,303.19	123,166.62	-	200,000	(76,833.38)	61.6%
001-323-125-000	Haulers License Fee	-	3,805.00	-	2,000	1,805.00	190.3%
001-323-300-000	PBC Water Utility Franchise	887.06	4,603.45	-	5,050	(446.55)	91.2%
001-329-100-000	Planning & Zoning Permit	1,322.70	5,784.20	-	100	5,684.20	5784.2%
	Permits, Franchise Fees & Special Subtotal	19,512.95	137,359.27		207,150	(69,790.73)	
001-335-120-000	State Revenue Sharing	6,617.59	64,565.98	-	85,446	(20,880.02)	75.6%
001-335-180-000	Half Cent Sales Tax	19,205.80	178,700.48	-	224,014	(45,313.52)	79.8%
	Intergovernmental Revenue Subtotal	25,823.39	243,266.46		309,460	(66,193.54)	78.6%
001-341-000-000	General Government Charges	719.65	3,212.95	-	7,000	(3,787.05)	45.9%
001-343-349-000	Cost Recovery Fees	22,920.75	44,392.16	-	25,000	19,392.16	177.6%
	Charges for Services Subtotal	23,640.40	47,605.11		32,000	15,605.11	
001-351-100-000	Court Fines	-	-	-	2,500	(2,500.00)	
001-354-100-000	Code Enforcement Fines	-	9,647.50	-	5,000	4,647.50	193.0%
	Code Enforcement Fines Subtotal	-	9,647.50		7,500	2,147.50	
001-361-100-000	Interest	12.97	137.72	-	5,000	(4,862.28)	2.8%
001-369-000-000	Other Misc Income	40,000.00	42,991.54	-	5,000	37,991.54	859.8%
	Other Misc Revenue Subtotal	40,012.97	43,129.26		10,000	33,129.26	
001-399-000-000	Transfer from Fund Balance*	-	-	-	-	-	
	Other Non-operating Sources Subtotal	-	-		-	-	
	Grand Total Revenue	149,802.64	957,022.22		1,096,853	(139,830.78)	87.3%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF July 31, 2014
83% Elapsed
General Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-511-310-000	Professional Services	-	-	-	60,000	60,000.00	0.0%
001-511-400-000	Travel	-	-	-	3,000	3,000.00	0.0%
001-511-492-000	Other Operating Expenses	-	196.10	-	1,500	1,303.90	13.1%
001-511-499-000	Other Current Charges - Council Reimbursement	2,500.00	27,500.00	-	30,000	2,500.00	91.7%
001-511-500-000	Education & Training	-	-	-	1,000	1,000.00	0.0%
001-511-510-000	Office Supplies	99.98	99.98	-	300	200.02	33.3%
001-511-520-000	Operating Supplies	39.20	39.20	-	300	260.80	13.1%
001-511-540-000	Books, Publications & Subscriptions	-	4,399.63	-	2,435	(1,964.63)	180.7%
001-511-820-000	Special Events/Contributions	-	5,500.00	-	5,350	(150.00)	102.8%
	Legislative Total	2,639.18	37,734.91	-	103,885	66,150.09	36.3%
001-512-340-000	Other Services	22,008.83	220,088.30	-	264,106	44,017.70	83.3%
001-512-400-000	Travel	124.82	782.26	-	1,000	217.74	78.2%
001-512-420-000	Postage & Freight - NEW	-	364.05	-	1,000	635.95	36.4%
001-512-490-000	Legal Advertising	7.00	148.60	-	1,000	851.40	14.9%
001-512-492-000	Other Operating Expenses	324.70	611.74	-	944	332.26	64.8%
001-512-493-000	Election Expense	-	247.50	-	8,010	7,762.50	3.1%
001-512-510-000	Office Supplies	703.24	9,570.24	-	8,600	(970.24)	111.3%
001-512-540-000	Books, Publications & Subscriptions	-	449.68	-	570	120.32	78.9%
	Executive Total	23,168.59	232,262.37	-	285,230	52,967.63	81.4%
001-513-320-000	Accounting and Auditing	-	16,700.00	-	18,000	1,300.00	92.8%
001-513-470-000	Printing and Binding	-	-	-	4,750	4,750.00	0.0%
001-513-490-000	Legal Advertising	-	910.00	-	1,500	590.00	60.7%
001-513-493-000	Election Expense (moved)	-	-	-	-	-	0.0%
	Financial & Administrative Total	-	17,610.00	-	24,250	6,640.00	72.6%
001-514-310-000	Professional Services	3,312.95	66,073.20	-	90,000	23,926.80	73.4%
	Legal Total	3,312.95	66,073.20	-	90,000	23,926.80	73.4%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF July 31, 2014
 83% Elapsed
General Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-515-310-000	Professional Services	5,174.00	36,838.00	-	40,000	3,162.00	92.1%
001-515-340-000	Other Services	6,586.83	65,867.30	-	79,042	13,174.70	83.3%
001-515-343-000	Planning & Zoning Contract	812.50	2,407.50	-	20,000	17,592.50	12.0%
001-515-347-000	Comprehensive Plan	-	-	-	-	-	0.0%
001-515-349-000	Cost Recovery Expenditure	1,703.75	24,100.16	-	25,000	899.84	96.4%
001-515-490-000	Legal Advertising - NEW	-	9,913.20	-	6,000	(3,913.20)	165.2%
	Comprehensive Planning & Zoning Total	14,277.08	139,126.16		170,042	30,915.84	81.8%
001-519-315-000	Special Magistrate	1,012.50	9,081.13	-	16,000	6,918.87	56.8%
001-519-354-000	Code Compliance	2,073.75	17,214.00	-	41,000	23,786.00	42.0%
001-519-410-000	Communications Services	549.07	5,659.01	-	5,700	40.99	99.3%
001-519-440-000	Rentals and Leases	1,433.85	14,971.30	-	20,000	5,028.70	74.9%
001-519-450-000	Insurance	-	15,111.00	-	18,000	2,889.00	84.0%
001-519-460-000	Repair & Maint - Building	1,746.80	4,071.80	-	2,450	(1,621.80)	166.2%
001-519-470-000	Printing and Binding	-	-	-	-	-	0.0%
001-519-480-000	Promotional Activities	-	-	-	-	-	0.0%
001-519-490-000	Computer Repair	-	819.12	-	2,500	1,680.88	32.8%
001-519-491-000	Computer Services	1,633.00	5,623.23	-	3,631	(1,992.23)	154.9%
001-519-494-000	Inspector General Office	-	2,218.00	-	5,280	3,062.00	42.0%
001-519-810-000	Aids to Govt Agencies Grant - LGWCD	-	-	-	-	-	
001-519-820-000	Loxahatchee Groves CERT	-	208.00	-	2,000	1,792.00	10.4%
001-519-900-000	Transfer to Transportation Fund	-	-	-	-	-	0.0%
001-519-910-000	Transfer to Sanitation Fund	-	-	-	-	-	
001-519-920-000	Transfer to Capital Projects	-	-	-	-	-	
001-519-990-000	Contingency	-	-	-	12,104	12,104.00	0.0%
	Other Governmental Services Total	8,448.97	74,976.59		128,665	53,688.41	58.3%
001-521-341-000	Professional Services-PBSO	23,356.75	233,567.50	-	280,281	46,713.50	83.3%
001-521-342-000	Contractual-ADDL PBSO	-	-	-	500	500.00	0.0%
	Law Enforcement Total	23,356.75	233,567.50		280,781	47,213.50	83.3%
001-539-310-000	Other Services	-	-	-	-	-	0.0%
001-539-340-000	Professional Services	746.25	2,669.13	-	14,000	11,330.87	19.1%
	Public Works Total	746.25	2,669.13		14,000	11,330.87	19.1%
	Grand Total Expenditure	75,949.77	804,019.86	-	1,096,853	292,833.14	73.3%
	Net Revenue	73,852.87	153,002.36		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF July 31, 2014
83% Elapsed
Transportation Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-312-410-000	1st Local Option Fuel Tax (1 to 6 cent)	22,817.12	188,628.94	-	249,245	(60,616.06)	75.7%
101-312-420-000	2nd Local Option Fuel Tax (1 to 5 cent)	10,555.21	90,617.67	-	117,326	(26,708.33)	77.2%
101-363-990-000	Contribution from General Fund	-	-	-	-	-	0.0%
101-399-000-000	Transfer from Fund Balance	-	186,382.13	-	856,191	(856,191.00)	0.0%
Total Revenue		33,372.33	465,628.74		1,222,762	(943,515)	38.1%

Represents consumption of fund balance. This is not true revenue by definition or reflected in GL in transactions

Transportation Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-541-467-000	Traffic Control Signs (6 ct) Maint.	-	3,656.00	-	6,000	2,344.00	60.9%
101-541-468-000	Non-District Roads (6 ct) Maint.	4,499.00	47,058.90	-	93,245	46,186.10	50.5%
101-541-469-000	District Roads (6 ct) Maint.	106,378.35	109,293.35	-	150,000	40,706.65	0.0%
101-541-631-000	Road and Streets (5 cent)	-	-	-	-	-	0.0%
101-541-632-000	Special Projects (6 cent)	-	-	-	-	-	0.0%
101-541-634-000	148th Terr Bridge (5)/Culvert	-	-	-	-	-	0.0%
101-541-636-000	Construct Town Rds & Sts	-	-	-	-	-	0.0%
101-541-920-000	Transfer to Capital Projects	-	186,382.13	-	973,517	958,447.00	1.5%
101-541-990-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
101-541-996-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
Total Expenditure		110,877.35	346,390.38	-	1,222,762	1,047,684	28.3%
Net Revenue		(77,505.02)	119,238.36		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF July 31, 2014
83% Elapsed
Capital Improvement Program
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
305-363-991-000	Contributions from Transportation Fund	-	186,382.13	-	973,517	(958,447.00)	1.5%
305-399-000-000	Transfer from Fund Balance	-	-	-	829,047	(829,047.00)	0.0%
	Total Revenue	-	186,382.13	-	1,802,564	(1,787,494.00)	10.3%

Capital Improvement Program
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-519-600-000	Develop Town Hall Alternatives	-	-	-	-	-	0.0%
305-541-610-000	Surveying Town Roads	-	9,653	-	100,000	90,347.00	9.7%
305-541-620-000	OGEM Collecting Canal Road	-	-	-	943,630	943,630.00	0.0%
305-541-630-000	Okeechobee and D Road Traffic Light	-	6,000.00	-	250,000	244,000.00	2.4%
305-541-640-000	Town Roads OGEM Projects	-	141,836.13	-	100,000	(41,836.13)	141.8%
305-541-650-000	Trails	-	-	-	80,000	80,000.00	0.0%
305-541-652-000	D Road to Southern Blvd	-	-	-	300,000	300,000.00	0.0%
305-541-654-000	Purchase Roads from LGWCD	-	28,893.00	-	28,934	41.00	99.9%
	Total Expenditure	-	186,382.13	-	1,802,564	1,616,182	10.3%
	Net Revenue	-	-	-	-	-	-



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF July 31, 2014
83% Elapsed
Solid Waste Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-323-125-000	Haulers Licensing Fee - MOVED TO GF	-	-	-	-	-	0.0%
405-325-205-000	Solid Waste Assessments	21,278.85	425,778.05	-	432,873	(7,094.95)	98.4%
405-325-206-000	Discount Fees	-	(13,727.45)	-	(12,103)	(1,624.45)	113.4%
405-343-120-000	SWA Recycling Income	991.09	3,153.24	-	8,000	(4,846.76)	39.4%
405-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
Total Revenue		22,269.94	415,203.84	-	428,770	(13,566.16)	96.8%

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-534-345-000	Contractual - Waste Over	1,128.75	20,750.87	-	7,010	(13,740.87)	296.0%
405-534-346-000	PBC Administration Fee 1	-	3,742.79	-	4,460	717.21	83.9%
405-534-420-000	Postage & Freight	-	-	-	500	500.00	0.0%
405-534-434-000	Solid Waste Contractor	34,667.50	325,763.14	-	415,800	90,036.86	78.3%
405-534-436-000	Other Sanitation Service	-	-	-	-	-	0.0%
405-534-490-000	Legal Advertising	-	700.00	-	1,000	300.00	70.0%
405-534-595-000	TOLG Management Fee	-	-	-	-	-	0.0%
Total Expenditure		35,796.25	350,956.80	-	428,770	77,813.20	81.9%
Net Revenue		(13,526.31)	64,247.04		-	-	

Note: YTD Fines credited to Service Provider invoicing - \$21,600.00



BUDGET VS ACTUAL
AS OF August 31, 2014
 92% Elapsed
 General Fund
 Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-311-100-000	Ad Valorem Taxes	597.89	213,769.54	-	197,297	16,472.54	108.3%
	Ad Valorem Taxes Subtotal	597.89	213,769.54		197,297	16,472.54	
001-314-100-000	Electric Utility Tax	23,793.95	205,617.40	-	203,000	2,617.40	101.3%
001-315-100-000	Communications Services	8,014.41	84,471.44	-	125,446	(40,974.56)	67.3%
001-316-200-000	County Occupational License	1,137.77	5,700.26	-	5,000	700.26	114.0%
	Local Taxes Subtotal	32,946.13	295,789.10		333,446	(37,656.90)	
001-323-100-000	FPL Franchise Fee	-	123,166.62	-	200,000	(76,833.38)	61.6%
001-323-125-000	Haulers License Fee	-	3,805.00	-	2,000	1,805.00	190.3%
001-323-300-000	PBC Water Utility Franchise	6,568.40	11,171.85	-	5,050	6,121.85	221.2%
001-329-100-000	Planning & Zoning Permit	540.00	6,324.20	-	100	6,224.20	6324.2%
	Permits, Franchise Fees & Special Subtotal	7,108.40	144,467.67		207,150	(62,682.33)	
001-335-120-000	State Revenue Sharing	8,633.96	73,199.94	-	85,446	(12,246.06)	85.7%
001-335-180-000	Half Cent Sales Tax	17,981.86	196,682.34	-	224,014	(27,331.66)	87.8%
	Intergovernmental Revenue Subtotal	26,615.82	269,882.28		309,460	(39,577.72)	87.2%
001-341-000-000	General Government Charges	310.00	3,522.95	-	7,000	(3,477.05)	50.3%
001-343-349-000	Cost Recovery Fees	-	44,392.16	-	25,000	19,392.16	177.6%
	Charges for Services Subtotal	310.00	47,915.11		32,000	15,915.11	
001-351-100-000	Court Fines	-	-	-	2,500	(2,500.00)	
001-354-100-000	Code Enforcement Fines	-	9,647.50	-	5,000	4,647.50	193.0%
	Code Enforcement Fines Subtotal	-	9,647.50		7,500	2,147.50	
001-361-100-000	Interest	14.00	151.72	-	5,000	(4,848.28)	3.0%
001-369-000-000	Other Misc Income	-	42,991.54	-	5,000	37,991.54	859.8%
	Other Misc Revenue Subtotal	14.00	43,143.26		10,000	33,143.26	
001-399-000-000	Transfer from Fund Balance*	-	-	-	-	-	
	Other Non-operating Sources Subtotal	-	-		-	-	
	Grand Total Revenue	67,592.24	1,024,614.46		1,096,853	(72,238.54)	93.4%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF August 31, 2014
92% Elapsed
General Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-511-310-000	Professional Services	650.00	650.00	-	60,000	59,350.00	1.1%
001-511-400-000	Travel	-	-	-	3,000	3,000.00	0.0%
001-511-492-000	Other Operating Expenses	-	196.10	-	1,500	1,303.90	13.1%
001-511-499-000	Other Current Charges - Council Reimbursement	2,500.00	30,000.00	-	30,000	-	100.0%
001-511-500-000	Education & Training	-	-	-	1,000	1,000.00	0.0%
001-511-510-000	Office Supplies	-	99.98	-	300	200.02	33.3%
001-511-520-000	Operating Supplies	-	39.20	-	300	260.80	13.1%
001-511-540-000	Books, Publications & Subscriptions	-	4,399.63	-	2,435	(1,964.63)	180.7%
001-511-820-000	Special Events/Contributions	-	5,500.00	-	5,350	(150.00)	102.8%
	Legislative Total	3,150.00	40,884.91	-	103,885	63,000.09	39.4%
001-512-340-000	Other Services	22,008.83	242,097.13	-	264,106	22,008.87	91.7%
001-512-400-000	Travel	45.75	828.01	-	1,000	171.99	82.8%
001-512-420-000	Postage & Freight - NEW	38.80	402.85	-	1,000	597.15	40.3%
001-512-490-000	Legal Advertising	-	148.60	-	1,000	851.40	14.9%
001-512-492-000	Other Operating Expenses	-	611.74	-	944	332.26	64.8%
001-512-493-000	Election Expense	-	247.50	-	8,010	7,762.50	3.1%
001-512-510-000	Office Supplies	1,686.08	11,256.32	-	8,600	(2,656.32)	130.9%
001-512-540-000	Books, Publications & Subscriptions	-	449.68	-	570	120.32	78.9%
	Executive Total	23,779.46	256,041.83	-	285,230	29,188.17	89.8%
001-513-320-000	Accounting and Auditing	-	16,700.00	-	18,000	1,300.00	92.8%
001-513-470-000	Printing and Binding	-	-	-	4,750	4,750.00	0.0%
001-513-490-000	Legal Advertising	-	910.00	-	1,500	590.00	60.7%
001-513-493-000	Election Expense (moved)	-	-	-	-	-	0.0%
	Financial & Administrative Total	-	17,610.00	-	24,250	6,640.00	72.6%
001-514-310-000	Professional Services	5,707.70	71,780.90	-	90,000	18,219.10	79.8%
	Legal Total	5,707.70	71,780.90	-	90,000	18,219.10	79.8%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF August 31, 2014
 92% Elapsed
General Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-515-310-000	Professional Services	792.50	37,630.50	-	40,000	2,369.50	94.1%
001-515-340-000	Other Services	6,586.83	72,454.13	-	79,042	6,587.87	91.7%
001-515-343-000	Planning & Zoning Contract	-	2,407.50	-	20,000	17,592.50	12.0%
001-515-347-000	Comprehensive Plan	-	-	-	-	-	0.0%
001-515-349-000	Cost Recovery Expenditure	1,773.00	25,873.16	-	25,000	(873.16)	103.5%
001-515-490-000	Legal Advertising - NEW	-	9,913.20	-	6,000	(3,913.20)	165.2%
	Comprehensive Planning & Zoning Total	9,152.33	148,278.49		170,042	21,763.51	87.2%
001-519-315-000	Special Magistrate	-	9,081.13	-	16,000	6,918.87	56.8%
001-519-354-000	Code Compliance	131.25	17,345.25	-	41,000	23,654.75	42.3%
001-519-410-000	Communications Services	702.12	6,361.13	-	5,700	(661.13)	111.6%
001-519-440-000	Rentals and Leases	1,311.98	16,283.28	-	20,000	3,716.72	81.4%
001-519-450-000	Insurance	-	15,111.00	-	18,000	2,889.00	84.0%
001-519-460-000	Repair & Maint - Building	275.00	4,346.80	-	2,450	(1,896.80)	177.4%
001-519-470-000	Printing and Binding	-	-	-	-	-	0.0%
001-519-480-000	Promotional Activities	-	-	-	-	-	0.0%
001-519-490-000	Computer Repair	-	819.12	-	2,500	1,680.88	32.8%
001-519-491-000	Computer Services	-	5,623.23	-	3,631	(1,992.23)	154.9%
001-519-494-000	Inspector General Office	-	2,218.00	-	5,280	3,062.00	42.0%
001-519-810-000	Aids to Govt Agencies Grant - LGWCD	-	-	-	-	-	
001-519-820-000	Loxahatchee Groves CERT	-	208.00	-	2,000	1,792.00	10.4%
001-519-900-000	Transfer to Transportation Fund	-	-	-	-	-	0.0%
001-519-910-000	Transfer to Sanitation Fund	-	-	-	-	-	
001-519-920-000	Transfer to Capital Projects	-	-	-	-	-	
001-519-990-000	Contingency	-	-	-	12,104	12,104.00	0.0%
	Other Governmental Services Total	2,420.35	77,396.94		128,665	51,268.06	60.2%
001-521-341-000	Professional Services-PBSO	23,356.75	256,924.25	-	280,281	23,356.75	91.7%
001-521-342-000	Contractual-ADDL PBSO	-	-	-	500	500.00	0.0%
	Law Enforcement Total	23,356.75	256,924.25		280,781	23,856.75	91.6%
001-539-310-000	Other Services	-	-	-	-	-	0.0%
001-539-340-000	Professional Services	-	2,669.13	-	14,000	11,330.87	19.1%
	Public Works Total	-	2,669.13		14,000	11,330.87	19.1%
	Grand Total Expenditure	67,566.59	871,586.45	-	1,096,853	225,266.55	79.5%
	Net Revenue	25.65	153,028.01		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF August 31, 2014
92% Elapsed
Transportation Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-312-410-000	1st Local Option Fuel Tax (1 to 6 cent)	18,907.37	207,536.31	-	249,245	(41,708.69)	83.3%
101-312-420-000	2nd Local Option Fuel Tax (1 to 5 cent)	8,715.21	99,332.88	-	117,326	(17,993.12)	84.7%
101-363-990-000	Contribution from General Fund	-	-	-	-	-	0.0%
101-399-000-000	Transfer from Fund Balance	-	186,382.13	-	856,191	(856,191.00)	0.0%
	Total Revenue	27,622.58	493,251.32		1,222,762	(915,893)	40.3%

Represents consumption of fund balance. This is not true revenue by definition or reflected in GL in transactions

Transportation Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-541-467-000	Traffic Control Signs (6 ct) Maint.	-	3,656.00	-	6,000	2,344.00	60.9%
101-541-468-000	Non-District Roads (6 ct) Maint.	2,077.44	49,136.34	-	93,245	44,108.66	52.7%
101-541-469-000	District Roads (6 ct) Maint.	-	109,293.35	-	150,000	40,706.65	0.0%
101-541-631-000	Road and Streets (5 cent)	-	-	-	-	-	0.0%
101-541-632-000	Special Projects (6 cent)	-	-	-	-	-	0.0%
101-541-634-000	148th Terr Bridge (5)/Culvert	-	-	-	-	-	0.0%
101-541-636-000	Construct Town Rds & Sts	-	-	-	-	-	0.0%
101-541-920-000	Transfer to Capital Projects	-	186,382.13	-	973,517	958,447.00	1.5%
101-541-990-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
101-541-996-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
	Total Expenditure	2,077.44	348,467.82	-	1,222,762	1,045,606	28.5%
	Net Revenue	25,545.14	144,783.50		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF August 31, 2014
92% Elapsed
Capital Improvement Program
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
305-363-991-000	Contributions from Transportation Fund	-	186,382.13	-	973,517	(958,447.00)	1.5%
305-399-000-000	Transfer from Fund Balance	-	-	-	829,047	(829,047.00)	0.0%
	Total Revenue	-	186,382.13	-	1,802,564	(1,787,494.00)	10.3%

Capital Improvement Program
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-519-600-000	Develop Town Hall Alternatives	-	-	-	-	-	0.0%
305-541-610-000	Surveying Town Roads	-	9,653	-	100,000	90,347.00	9.7%
305-541-620-000	OGEM Collecting Canal Road	-	-	-	943,630	943,630.00	0.0%
305-541-630-000	Okeechobee and D Road Traffic Light	-	6,000.00	-	250,000	244,000.00	2.4%
305-541-640-000	Town Roads OGEM Projects	-	141,836.13	-	100,000	(41,836.13)	141.8%
305-541-650-000	Trails	-	-	-	80,000	80,000.00	0.0%
305-541-652-000	D Road to Southern Blvd	-	-	-	300,000	300,000.00	0.0%
305-541-654-000	Purchase Roads from LGWCD	-	28,893.00	-	28,934	41.00	99.9%
	Total Expenditure	-	186,382.13	-	1,802,564	1,616,182	10.3%
	Net Revenue	-	-	-	-	-	-



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF August 31, 2014
 92% Elapsed
Solid Waste Fund
Revenues

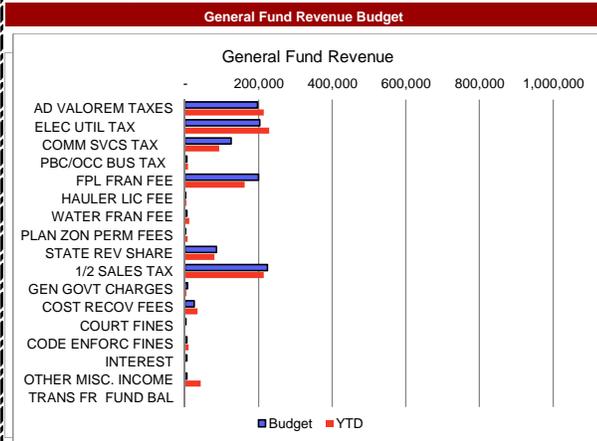
Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-323-125-000	Haulers Licensing Fee - MOVED TO GF	-	-	-	-	-	0.0%
405-325-205-000	Solid Waste Assessments	349.68	426,127.73	-	432,873	(6,745.27)	98.4%
405-325-206-000	Discount Fees	-	(13,727.45)	-	(12,103)	(1,624.45)	113.4%
405-343-120-000	SWA Recycling Income	-	3,153.24	-	8,000	(4,846.76)	39.4%
405-361-100-000	Interest	6.55	6.55	-	-	-	-
405-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
	Total Revenue	356.23	415,560.07	-	428,770	(13,216.48)	96.9%

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-534-345-000	Contractual - Waste Over	1,443.75	22,194.62	-	7,010	(15,184.62)	316.6%
405-534-346-000	PBC Administration Fee 1	-	3,742.79	-	4,460	717.21	83.9%
405-534-420-000	Postage & Freight	-	-	-	500	500.00	0.0%
405-534-434-000	Solid Waste Contractor	34,677.50	360,450.64	-	415,800	55,349.36	86.7%
405-534-436-000	Other Sanitation Service	-	-	-	-	-	0.0%
405-534-490-000	Legal Advertising	-	700.00	-	1,000	300.00	70.0%
405-534-595-000	TOLG Management Fee	-	-	-	-	-	0.0%
	Total Expenditure	36,121.25	387,088.05	-	428,770	41,681.95	90.3%
	Net Revenue	(35,765.02)	28,472.02		-	-	

Note: YTD Fines credited to Service Provider invoicing - \$21,600.00



Town of Loxahatchee Groves
Financial Activity Report as of September 30, 2014
 (100% of year elapsed)



General Fund Revenues			
Revenues	Budget	Year-to-Date	%
AD VALOREM TAXES @ 1.2000	197,297	213,770	108.3%
ELECTRIC UTILITY TAX	203,000	229,099	112.9%
COMMUNICATION SERVICES TAX	125,446	92,864	74.0%
COUNTY OCCUPATIONAL LICENSES	5,000	8,098	162.0%
FPL FRANCHISE FEE	200,000	162,514	81.3%
HAULER LICENSE FEE	2,000	3,805	190.3%
PBC WATER UTILITY FRANCHISE	5,050	11,548	228.7%
PLANNING & ZONING PERMIT FEES	100	7,224	7224.2%
STATE REVENUE SHARING	85,446	79,818	93.4%
HALF CENT SALES TAX	224,014	214,383	95.7%
GENERAL GOVERNMENT CHARGES	7,000	3,808	54.4%
COST RECOVERY FEES	25,000	34,297	137.2%
COURT FINES	2,500	-	-
CODE ENFORCEMENT FINES	5,000	9,648	193.0%
INTEREST	5,000	158	3.2%
OTHER MISC. INCOME	5,000	42,992	859.8%
TRANSFER FROM FUND BALANCE*	-	-	-
Total Revenues	1,096,853	1,114,024	101.6%

General Fund Expenditures			
Expenditures	Budget	Year-to-Date	%
LEGISLATIVE	103,885	47,355	45.6%
EXECUTIVE	285,230	279,519	98.0%
FINANCIAL AND ADMINISTRATIVE	24,250	17,610	72.6%
LEGAL COUNSEL	90,000	83,470	92.7%
COMPREHENSIVE PLANNING & ZONING	170,042	179,338	105.5%
OTHER GENERAL GOVERNMENT	128,665	105,933	82.3%
LAW ENFORCEMENT	280,781	280,515	99.9%
PUBLIC WORKS	14,000	2,884	20.6%
Total Expenditures	1,096,853	996,623	90.9%
Excess(deficiency)	-	117,401	

YTD-Total Funds Expen. Budget			
Expenditures	Budget	Year-to-Date	%
Total Townwide Budget	4,550,949	1,957,798	43.0%

Selected Other Funds			
Transportation Fund	Budget	Year-to-Date	%
FIRST LOCAL OPTION FUEL TAX (6 CENT)	249,245	247,217	99.2%
SECOND LOCAL OPTION FUEL (5 CENT)	117,326	117,955	100.5%
CONTRIBUTION FROM GENERAL FUND	-	-	-
TRANSFER FROM FUND BALANCE	856,191	186,382	
Total Revenues	1,222,762	551,554	45.1%
TRAFFIC CONTROL SIGNS (6 CT) MAINT.	6,000	4,456	74.3%
TOWN ROADS (6 CT) MAINT.	93,245	53,470	57.3%
DISTRICT ROADS (6 CT) MAINT.	150,000	109,293	72.9%
ROADS AND STREETS (5 CT)	-	-	-
SPECIAL PROJECTS (6 CT)	-	-	0.0%
148th TERR BRIDGE(5)/CULVERT	-	-	-
CONSTRUCTION TOWN RDS & STREETS	-	-	-
TRANSFER TO CIP FUND	973,517	190,517	19.6%
Total Expenses	1,222,762	357,736	29.3%
Excess(deficiency)	-	193,818	

Solid Waste Fund			
Budget	Year-to-Date		
SOLID WASTE ASSESSMENTS	432,873	426,128	98.4%
DISCOUNT FEES	(12,103)	(13,727)	113.4%
SWA RECYCLING INCOME	8,000	3,153	39.4%
INTEREST	-	7	
CONTRIBUTION FROM GENERAL FUND	-	-	-
Total Revenues	428,770	415,560	96.9%
CONTRACTUAL-WASTE OVERSIGHT	7,010	22,195	316.6%
PBC ADMINISTRATION FEE 1%	4,460	3,743	83.9%
POSTAGE & FREIGHT	500	-	0.0%
SOLID WASTE CONTRACTOR	415,800	386,159	92.9%
OTHER SANITATION SERVICES	-	-	0.0%
LEGAL ADVERTISING	1,000	700	70.0%
MANAGEMENT FEES	-	-	-
Total Expenses	428,770	412,797	96.3%
Excess(deficiency)	-	2,763	

Capital Improvement Program (CIP) Fund			
Budget	Year-to-Date		
CONTRIBUTION FROM TRANSPORTATION FUND	973,517	190,642	19.6%
TRANSFER FROM FUND BALANCE	829,047	-	0.0%
Total Revenues	1,802,564	190,642	10.6%
Develop Town Hall Alternatives	-	-	-
Surveying Town Roads	100,000	9,653	9.7%
OGEM Collecting Canal Road	943,630	-	0.0%
Okeechobee and D Road Traffic Light	250,000	6,000	2.4%
Town Roads OGEM Projects	100,000	141,836	141.8%
Trails	80,000	4,260	5.3%
D Road to Southern Blvd	300,000	-	0.0%
Purchase Roads from LGWCD	28,934	28,893	-
Total Expenditures	1,802,564	190,642	10.6%

Contract Services Expenditures			
Expenditures	Budget	Year-to-Date	%
Waste Pro	415,800	386,159	92.9%
Palm Beach County Sheriff	280,281	280,282	100.0%
Underwood Management Services Group	373,148	375,500	100.6%
Goren, Cherof, Doody, Ezrol	90,000	85,778	95.3%
Tew & Associates	35,000	25,114	71.8%
Land Research Management	20,000	21,627	108.1%
Engineering Services*	140,000	103,701	74.1%
Frank Schiola	25,000	30,253	121.0%
YEE's Corporation	10,800	11,325	104.9%
Loxahatchee Water Control District	178,934	180,750	101.0%
Total Expenses	1,568,963	1,500,488	95.6%

* Keshavarez & Assoc.; A&B Engineering; Simmon & White
 Represents consumption of fund balance. This is not true revenue by definition or reflected in GL in transactions



**BUDGET VS ACTUAL
AS OF SEPTEMBER 30, 2014**

100% Elapsed
General Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-311-100-000	Ad Valorem Taxes	-	213,769.54	-	197,297	16,472.54	108.3%
	Ad Valorem Taxes Subtotal	-	213,769.54	-	197,297	16,472.54	
001-314-100-000	Electric Utility Tax	49,573.27	255,190.67	-	203,000	52,190.67	125.7%
001-315-100-000	Communications Services	16,216.83	100,688.27	-	125,446	(24,757.73)	80.3%
001-316-200-000	County Occupational License	2,397.70	8,097.96	-	5,000	3,097.96	162.0%
	Local Taxes Subtotal	68,187.80	363,976.90	-	333,446	30,530.90	
001-323-100-000	FPL Franchise Fee	59,083.58	182,250.20	-	200,000	(17,749.80)	91.1%
001-323-125-000	Haulers License Fee	-	3,805.00	-	2,000	1,805.00	190.3%
001-323-300-000	PBC Water Utility Franchise	375.91	11,547.76	-	5,050	6,497.76	228.7%
001-329-100-000	Planning & Zoning Permit	900.00	7,224.20	-	100	7,124.20	7224.2%
	Permits, Franchise Fees & Special Subtotal	60,359.49	204,827.16	-	207,150	(2,322.84)	
001-335-120-000	State Revenue Sharing	6,617.59	79,817.53	-	85,446	(5,628.47)	93.4%
001-335-180-000	Half Cent Sales Tax	35,388.62	232,070.96	-	224,014	8,056.96	103.6%
	Intergovernmental Revenue Subtotal	42,006.21	311,888.49	-	309,460	2,428.49	100.8%
001-341-000-000	General Government Charges	284.70	3,807.65	-	7,000	(3,192.35)	54.4%
001-343-349-000	Cost Recovery Fees	(16,534.45)	27,857.71	-	25,000	2,857.71	111.4%
	Charges for Services Subtotal	(16,249.75)	31,665.36	-	32,000	(334.64)	
001-351-100-000	Court Fines	-	-	-	2,500	(2,500.00)	
001-354-100-000	Code Enforcement Fines	-	9,647.50	-	5,000	4,647.50	193.0%
	Code Enforcement Fines Subtotal	-	9,647.50	-	7,500	2,147.50	
001-361-100-000	Interest	6.33	158.05	-	5,000	(4,841.95)	3.2%
001-369-000-000	Other Misc Income	-	42,991.54	-	5,000	37,991.54	859.8%
	Other Misc Revenue Subtotal	6.33	43,149.59	-	10,000	33,149.59	
001-399-000-000	Transfer from Fund Balance*	-	-	-	-	-	
	Other Non-operating Sources Subtotal	-	-	-	-	-	
	Grand Total Revenue	154,310.08	1,178,924.54	-	1,096,853	82,071.54	107.5%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF SEPTEMBER 30, 2014
 100% Elapsed
 General Fund
 Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-511-310-000	Professional Services	-	650.00	-	60,000	59,350.00	1.1%
001-511-400-000	Travel	-	-	-	3,000	3,000.00	0.0%
001-511-492-000	Other Operating Expenses	1,947.78	2,143.88	-	1,500	(643.88)	142.9%
001-511-499-000	Other Current Charges - Council Reimbursement	2,500.00	32,500.00	-	30,000	(2,500.00)	108.3%
001-511-500-000	Education & Training	189.47	189.47	-	1,000	810.53	18.9%
001-511-510-000	Office Supplies	249.80	349.78	-	300	(49.78)	116.6%
001-511-520-000	Operating Supplies	-	39.20	-	300	260.80	13.1%
001-511-540-000	Books, Publications & Subscriptions	1,583.00	5,982.63	-	2,435	(3,547.63)	245.7%
001-511-820-000	Special Events/Contributions	-	5,500.00	-	5,350	(150.00)	102.8%
	Legislative Total	6,470.05	47,354.96	-	103,885	56,530.04	45.6%
001-512-340-000	Other Services	22,008.83	264,105.96	-	264,106	0.04	100.0%
001-512-400-000	Travel	32.93	860.94	-	1,000	139.06	86.1%
001-512-420-000	Postage & Freight - NEW	66.38	469.23	-	1,000	530.77	46.9%
001-512-490-000	Legal Advertising	-	148.60	-	1,000	851.40	14.9%
001-512-492-000	Other Operating Expenses	-	611.74	-	944	332.26	64.8%
001-512-493-000	Election Expense	-	247.50	-	8,010	7,762.50	3.1%
001-512-510-000	Office Supplies	1,368.72	12,625.04	-	8,600	(4,025.04)	146.8%
001-512-540-000	Books, Publications & Subscriptions	-	449.68	-	570	120.32	78.9%
	Executive Total	23,476.86	279,518.69	-	285,230	5,711.31	98.0%
001-513-320-000	Accounting and Auditing	-	16,700.00	-	18,000	1,300.00	92.8%
001-513-470-000	Printing and Binding	-	-	-	4,750	4,750.00	0.0%
001-513-490-000	Legal Advertising	-	910.00	-	1,500	590.00	60.7%
001-513-493-000	Election Expense (moved)	-	-	-	-	-	0.0%
	Financial & Administrative Total	-	17,610.00	-	24,250	6,640.00	72.6%
001-514-310-000	Professional Services	11,744.35	83,525.25	-	90,000	6,474.75	92.8%
	Legal Total	11,744.35	83,525.25	-	90,000	6,474.75	92.8%



**TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF SEPTEMBER 30, 2014
100% Elapsed
General Fund
Expenditures**

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-515-310-000	Professional Services	12,312.00	49,942.50	-	40,000	(9,942.50)	124.9%
001-515-340-000	Other Services	6,586.83	79,040.96	-	79,042	1.04	100.0%
001-515-343-000	Planning & Zoning Contract	-	2,407.50	-	20,000	17,592.50	12.0%
001-515-347-000	Comprehensive Plan	-	-	-	-	-	0.0%
001-515-349-000	Cost Recovery Expenditure	2,280.55	28,153.71	-	25,000	(3,153.71)	112.6%
001-515-490-000	Legal Advertising - NEW	2,756.25	12,669.45	-	6,000	(6,669.45)	211.2%
	Comprehensive Planning & Zoning Total	23,935.63	172,214.12		170,042	(2,172.12)	101.3%
001-519-315-000	Special Magistrate	45.00	9,126.13	-	16,000	6,873.87	57.0%
001-519-354-000	Code Compliance	4,335.00	21,680.25	-	41,000	19,319.75	52.9%
001-519-410-000	Communications Services	701.52	7,062.65	-	5,700	(1,362.65)	123.9%
001-519-440-000	Rentals and Leases	2,402.95	18,686.23	-	20,000	1,313.77	93.4%
001-519-450-000	Insurance	20,443.00	35,554.00	-	18,000	(17,554.00)	197.5%
001-519-460-000	Repair & Maint - Building	-	4,346.80	-	2,450	(1,896.80)	177.4%
001-519-470-000	Printing and Binding	-	-	-	-	-	0.0%
001-519-480-000	Promotional Activities	-	-	-	-	-	0.0%
001-519-490-000	Computer Repair	-	819.12	-	2,500	1,680.88	32.8%
001-519-491-000	Computer Services	266.00	5,889.23	-	3,631	(2,258.23)	162.2%
001-519-494-000	Inspector General Office	-	2,218.00	-	5,280	3,062.00	42.0%
001-519-810-000	Aids to Govt Agencies Grant - LGWCD	-	-	-	-	-	
001-519-820-000	Loxahatchee Groves CERT	342.27	550.27	-	2,000	1,449.73	27.5%
001-519-900-000	Transfer toTransportation Fund	-	-	-	-	-	0.0%
001-519-910-000	Transfer to Sanitation Fund	-	-	-	-	-	
001-519-920-000	Transfer to Capital Projects	-	-	-	-	-	
001-519-990-000	Contingency	-	-	-	12,104	12,104.00	0.0%
	Other Governmental Services Total	28,535.74	105,932.68		128,665	22,732.32	82.3%
001-521-341-000	Professional Services-PBSO	23,590.33	280,514.58	-	280,281	(233.58)	100.1%
001-521-342-000	Contractual-ADDL PBSO	-	-	-	500	500.00	0.0%
	Law Enforcement Total	23,590.33	280,514.58		280,781	266.42	100.0%
001-539-310-000	Other Services	-	-	-	-	-	0.0%
001-539-340-000	Professional Services	215.00	2,884.13	-	14,000	11,115.87	20.6%
	Public Works Total	215.00	2,884.13		14,000	11,115.87	20.6%
	Grand Total Expenditure	117,967.96	989,554.41	-	1,096,853	107,298.59	90.2%
	Net Revenue	36,342.12	189,370.13		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF SEPTEMBER 30, 2014
 100% Elapsed
Transportation Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-312-410-000	1st Local Option Fuel Tax (1 to 6 cent)	39,681.01	247,217.32	-	249,245	(2,027.68)	99.2%
101-312-420-000	2nd Local Option Fuel Tax (1 to 5 cent)	18,621.94	117,954.82	-	117,326	628.82	100.5%
101-363-990-000	Contribution from General Fund	-	-	-	-	-	0.0%
101-399-000-000	Transfer from Fund Balance	-	186,382.13	-	856,191	(856,191.00)	0.0%
Total Revenue		58,302.95	551,554.27		1,222,762	(857,590)	45.1%

Represents consumption of fund balance. This is not true revenue by definition or reflected in GL in transactions

Transportation Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-541-467-000	Traffic Control Signs (6 ct) Maint.	800.00	4,456.00	-	6,000	1,544.00	74.3%
101-541-468-000	Non-District Roads (6 ct) Maint.	4,333.58	53,469.92	-	93,245	39,775.08	57.3%
101-541-469-000	District Roads (6 ct) Maint.	-	109,293.35	-	150,000	40,706.65	0.0%
101-541-631-000	Road and Streets (5 cent)	-	-	-	-	-	0.0%
101-541-632-000	Special Projects (6 cent)	-	-	-	-	-	0.0%
101-541-634-000	148th Terr Bridge (5)/Culvert	-	-	-	-	-	0.0%
101-541-636-000	Construct Town Rds & Sts	-	-	-	-	-	0.0%
101-541-920-000	Transfer to Capital Projects	-	190,642.13	-	973,517	958,447.00	1.5%
101-541-990-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
101-541-996-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
Total Expenditure		5,133.58	357,861.40	-	1,222,762	1,040,473	29.3%
Net Revenue		53,169.37	193,692.87		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF SEPTEMBER 30, 2014
 100% Elapsed
Capital Improvement Program
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
305-363-991-000	Contributions from Transportation Fund	4,260.00	190,642.13	-	973,517	(767,804.87)	1.5%
305-399-000-000	Transfer from Fund Balance	-	-	-	829,047	(829,047.00)	0.0%
	Total Revenue	4,260.00	190,642.13	-	1,802,564	(1,596,851.87)	10.6%

Capital Improvement Program
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-519-600-000	Develop Town Hall Alternatives	-	-	-	-	-	0.0%
305-541-610-000	Surveying Town Roads	-	9,653	-	100,000	90,347.00	9.7%
305-541-620-000	OGEM Collecting Canal Road	-	-	-	943,630	943,630.00	0.0%
305-541-630-000	Okeechobee and D Road Traffic Light	-	6,000.00	-	250,000	244,000.00	2.4%
305-541-640-000	Town Roads OGEM Projects	-	141,836.13	-	100,000	(41,836.13)	141.8%
305-541-650-000	Trails	4,260.00	4,260.00	-	80,000	75,740.00	5.3%
305-541-652-000	D Road to Southern Blvd	-	-	-	300,000	300,000.00	0.0%
305-541-654-000	Purchase Roads from LGWCD	-	28,893.00	-	28,934	41.00	99.9%
	Total Expenditure	4,260.00	190,642.13	-	1,802,564	1,611,922	10.6%
	Net Revenue	-	-	-	-	-	



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF SEPTEMBER 30, 2014
 100% Elapsed
 Solid Waste Fund
 Revenues

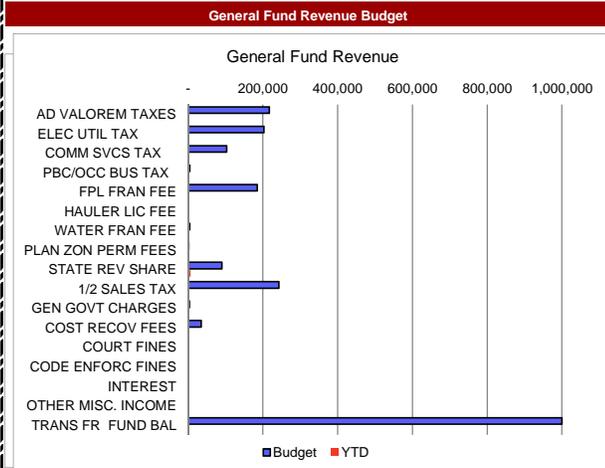
Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-323-125-000	Haulers Licensing Fee - MOVED TO GF	-	-	-	-	-	0.0%
405-325-205-000	Solid Waste Assessments	-	426,127.73	-	432,873	(6,745.27)	98.4%
405-325-206-000	Discount Fees	-	(13,727.45)	-	(12,103)	(1,624.45)	113.4%
405-343-120-000	SWA Recycling Income	-	3,153.24	-	8,000	(4,846.76)	39.4%
405-361-100-000	Interest	-	6.55	-	-	-	-
405-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
	Total Revenue	-	415,560.07	-	428,770	(13,216.48)	96.9%

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-534-345-000	Contractual - Waste Over	-	22,194.62	-	7,010	(15,184.62)	316.6%
405-534-346-000	PBC Administration Fee 1	-	3,742.79	-	4,460	717.21	83.9%
405-534-420-000	Postage & Freight	-	-	-	500	500.00	0.0%
405-534-434-000	Solid Waste Contractor	63,355.00	386,159.44	-	415,800	(7,995.64)	101.9%
405-534-436-000	Other Sanitation Service	-	-	-	-	-	0.0%
405-534-490-000	Legal Advertising	-	700.00	-	1,000	300.00	70.0%
405-534-595-000	TOLG Management Fee	-	-	-	-	-	0.0%
	Total Expenditure	63,355.00	412,796.85	-	428,770	(21,663.05)	96.3%
	Net Revenue	(63,355.00)	2,763.22		-	-	

Note: YTD Fines credited to Service Provider invoicing - \$29,640.56



Town of Loxahatchee Groves
Financial Activity Report as of October 31, 2014
 8% of year elapsed)



General Fund Revenues			
Revenues	Budget	Year-to-Date	%
AD VALOREM TAXES @ 1.2000	217,931		0.0%
ELECTRIC UTILITY TAX	203,000	24	0.0%
COMMUNICATION SERVICES TAX	103,352		0.0%
COUNTY OCCUPATIONAL LICENSES	5,000	3,164	63.3%
FPL FRANCHISE FEE	185,000		0.0%
HAULER LICENSE FEE	-		0.0%
PBC WATER UTILITY FRANCHISE	5,050	627	12.4%
PLANNING & ZONING PERMIT FEES	2,000	360	18.0%
STATE REVENUE SHARING	90,689	6,618	7.3%
HALF CENT SALES TAX	243,375		0.0%
GENERAL GOVERNMENT CHARGES	4,000	255	6.4%
COST RECOVERY FEES	35,000		0.0%
COURT FINES	-		0.0%
CODE ENFORCEMENT FINES	300		0.0%
INTEREST	200	2	1.2%
OTHER MISC. INCOME	1,000		0.0%
TRANSFER FROM FUND BALANCE*	1,000,000		
Total Revenues	2,095,897	11,050	0.5%

General Fund Expenditures			
Expenditures	Budget	Year-to-Date	%
LEGISLATIVE	42,685	3,789	8.9%
EXECUTIVE	294,177	22,898	7.8%
FINANCIAL AND ADMINISTRATIVE	33,670	2,500	7.4%
LEGAL COUNSEL	90,000	-	0.0%
COMPREHENSIVE PLANNING & ZONING	185,702	7,425	4.0%
OTHER GENERAL GOVERNMENT	1,152,079	6,545	0.6%
LAW ENFORCEMENT	293,584	23,590	8.0%
PUBLIC WORKS	4,000	406	10.2%
Total Expenditures	2,095,897	67,154	3.2%
Excess(deficiency)	-	(56,104)	

YTD-Total Funds Expen. Budget			
Expenditures	Budget	Year-to-Date	%
Total Townwide Budget	3,813,466	278,990	7.3%

Selected Other Funds			
Transportation Fund	Budget	Year-to-Date	%
FIRST LOCAL OPTION FUEL TAX (6 CENT)	250,858	226,844	90.4%
SECOND LOCAL OPTION FUEL (5 CENT)	117,768	108,359	92.0%
CONTRIBUTION FROM GENERAL FUND	-	-	
TRANSFER FROM FUND BALANCE	412,423	186,382	
Total Revenues	781,049	521,584	66.8%
TRAFFIC CONTROL SIGNS (6 CT) MAINT.	10,000	1,677	16.8%
TOWN ROADS (6 CT) MAINT.	102,059	210	0.2%
DISTRICT ROADS (6 CT) MAINT.	93,738	1,951	2.1%
ROADS AND STREETS (5 CT)	-	-	
SPECIAL PROJECTS (6 CT)	-	-	0.0%
148th TERR BRIDGE(5)CULVERT	-	-	
CONSTRUCTION TOWN RDS & STREETS	-	-	
TRANSFER TO CIP FUND	515,252	175,572	34.1%
Total Expenses	721,049	179,410	24.9%
Excess(deficiency)	60,000	342,174	

Solid Waste Fund			
Budget	Year-to-Date	%	
SOLID WASTE ASSESSMENTS	431,846	-	0.0%
DISCOUNT FEES	(11,660)	-	0.0%
SWA RECYCLING INCOME	6,700	873	13.0%
INTEREST	-	-	0.0%
CONTRIBUTION FROM GENERAL FUND	14382	-	0.0%
Total Revenues	441,268	873	0.2%
CONTRACTUAL-WASTE OVERSIGHT	7,000	1,418	20.3%
PBC ADMINISTRATION FEE 1%	4,318	-	0.0%
POSTAGE & FREIGHT	300	-	0.0%
SOLID WASTE CONTRACTOR	414,150	31,008	7.5%
OTHER SANITATION SERVICES	15,000	-	0.0%
LEGAL ADVERTISING	500	-	0.0%
MANAGEMENT FEES	-	-	
Total Expenses	441,268	32,426	7.3%
Excess(deficiency)		(31,553)	

Capital Improvement Program (CIP) Fund			
Budget	Year-to-Date	%	
CONTRIBUTION FROM TRANSPORTATION FUND	555,252	175,572	31.6%
TRANSFER FROM FUND BALANCE	829,047	-	0.0%
Total Revenues	1,384,299	175,572	12.7%
Develop Town Hall Alternatives	-	-	-
Surveying Town Roads	90,374	-	0.0%
OGEM Collecting Canal Road	-	-	0.0%
Okeechobee and D Road Traffic Light	290,944	-	0.0%
Drainage	25,000	-	0.0%
Trails	120,000	-	0.0%
D Road to Southern Blvd	-	-	0.0%
Purchase Roads from LGWCD	28,934	-	-
	555,252	-	0.0%

Contract Services Expenditures			
Expenditures	Budget	Year-to-Date	%
Waste Pro	414,150	31,008	7.5%
Palm Beach County Sheriff	283,084	23,590	8.3%
Underwood Management Services Group	350,355	29,196	8.3%
Goren, Cherof, Doody, Ezrol	90,000	-	0.0%
Tew & Associates	35,000	3,848	11.0%
Land Research Management	20,000	-	0.0%
Engineering Services*	210,000	6,725	3.2%
Frank Schiola	25,000	1,418	5.7%
YEE's Corporation	17,100	1,425	8.3%
Loxahatchee Water Control District	184,651	2,161	1.2%
Total Expenses	1,629,340	99,371	6.1%

* Keshavarez & Assoc.; A&B Engineering; Simmon & White
 Represents consumption of fund balance. This is not true revenue by definition or reflected in GL in transactions



**BUDGET VS ACTUAL
AS OF OCTOBER 31, 2014
0.08 Elapsed
General Fund
Revenues**

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-311-100-000	Ad Valorem Taxes	-	-	-	217,931	(217,931.00)	0.0%
	Ad Valorem Taxes Subtotal	-	-	-	217,931	(217,931.00)	
001-314-100-000	Electric Utility Tax	23.69	23.69	-	203,000	(202,976.31)	0.0%
001-315-100-000	Communications Services	-	-	-	103,352	(103,352.00)	0.0%
001-316-200-000	County Occupational License	3,164.05	3,164.05	-	5,000	(1,835.95)	63.3%
	Local Taxes Subtotal	3,187.74	3,187.74	-	311,352	(308,164.26)	
001-323-100-000	FPL Franchise Fee	-	-	-	185,000	(185,000.00)	0.0%
001-323-125-000	Haulers License Fee	-	-	-	-	-	0.0%
001-323-300-000	PBC Water Utility Franchise	627.01	627.01	-	5,050	(4,422.99)	12.4%
001-329-100-000	Planning & Zoning Permit	360.00	360.00	-	2,000	(1,640.00)	18.0%
	Permits, Franchise Fees & Special Subtotal	987.01	987.01	-	192,050	(191,062.99)	
001-335-120-000	State Revenue Sharing	6,617.59	6,617.59	-	90,689	(84,071.41)	7.3%
001-335-180-000	Half Cent Sales Tax	-	-	-	243,375	(243,375.00)	0.0%
	Intergovernmental Revenue Subtotal	6,617.59	6,617.59	-	334,064	(327,446.41)	2.0%
001-341-000-000	General Government Charges	255.00	255.00	-	4,000	(3,745.00)	6.4%
001-343-349-000	Cost Recovery Fees	-	-	-	35,000	(35,000.00)	0.0%
	Charges for Services Subtotal	255.00	255.00	-	39,000	(38,745.00)	
001-351-100-000	Court Fines	-	-	-	-	-	
001-354-100-000	Code Enforcement Fines	-	-	-	300	(300.00)	0.0%
	Code Enforcement Fines Subtotal	-	-	-	300	(300.00)	
001-361-100-000	Interest	2.47	2.47	-	200	(197.53)	1.2%
001-369-000-000	Other Misc Income	-	-	-	1,000	(1,000.00)	0.0%
	Other Misc Revenue Subtotal	2.47	2.47	-	1,200	(1,197.53)	
001-381-305-000	Transfer from CIP Fund	-	-	-	1,000,000	(1,000,000.00)	#N/A
001-399-000-000	Transfer from Fund Balance*	-	-	-	-	-	
	Other Non-operating Sources Subtotal	-	-	-	1,000,000	-	
	Grand Total Revenue	11,049.81	11,049.81	-	2,095,897	(2,084,847.19)	0.5%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF OCTOBER 31, 2014
 0.08 Elapsed
 General Fund
 Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-511-310-000	Professional Services	-	-	-	650	650.00	0.0%
001-511-400-000	Travel	-	-	-	3,000	3,000.00	0.0%
001-511-492-000	Other Operating Expenses	-	-	-	1,500	1,500.00	0.0%
001-511-499-000	Other Current Charges - Council Reimbursement	2,500.00	2,500.00	-	30,000	27,500.00	8.3%
001-511-500-000	Education & Training	-	-	-	1,000	1,000.00	0.0%
001-511-510-000	Office Supplies	-	-	-	300	300.00	0.0%
001-511-520-000	Operating Supplies	-	-	-	300	300.00	0.0%
001-511-540-000	Books, Publications & Subscriptions	1,289.00	1,289.00	-	1,935	646.00	66.6%
001-511-820-000	Special Events/Contributions	-	-	-	4,000	4,000.00	0.0%
	Legislative Total	3,789.00	3,789.00	-	42,685	38,896.00	8.9%
001-512-340-000	Other Services	22,471.08	22,471.08	-	269,653	247,181.92	8.3%
001-512-400-000	Travel	-	-	-	1,500	1,500.00	0.0%
001-512-420-000	Postage & Freight - NEW	10.06	10.06	-	1,000	989.94	1.0%
001-512-490-000	Legal Advertising	-	-	-	500	500.00	0.0%
001-512-492-000	Other Operating Expenses	-	-	-	944	944.00	0.0%
001-512-493-000	Election Expense	-	-	-	8,010	8,010.00	0.0%
001-512-510-000	Office Supplies	416.98	416.98	-	12,000	11,583.02	3.5%
001-512-540-000	Books, Publications & Subscriptions	-	-	-	570	570.00	0.0%
	Executive Total	22,898.12	22,898.12	-	294,177	271,278.88	7.8%
001-513-320-000	Accounting and Auditing	2,500.00	2,500.00	-	18,000	15,500.00	13.9%
001-513-470-000	Printing and Binding	-	-	-	1,751	1,751.00	0.0%
001-513-490-000	Legal Advertising	-	-	-	2,000	2,000.00	0.0%
001-513-491-000	Computer Services	-	-	-	11,919	11,919.00	0.0%
001-513-493-000	Election Expense (moved)	-	-	-	-	-	0.0%
	Financial & Administrative Total	2,500.00	2,500.00	-	33,670	31,170.00	7.4%
001-514-310-000	Professional Services	-	-	-	90,000	90,000.00	0.0%
	Legal Total	-	-	-	90,000	90,000.00	0.0%



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF OCTOBER 31, 2014
 0.08 Elapsed
 General Fund
 Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
001-515-310-000	Professional Services	6,725.17	6,725.17	-	40,000	33,274.83	16.8%
001-515-340-000	Other Services	-	-	-	80,702	80,702.00	0.0%
001-515-343-000	Planning & Zoning Contract	-	-	-	20,000	20,000.00	0.0%
001-515-347-000	Comprehensive Plan	-	-	-	-	-	0.0%
001-515-349-000	Cost Recovery Expenditure	-	-	-	35,000	35,000.00	0.0%
001-515-490-000	Legal Advertising - NEW	700.00	700.00	-	10,000	9,300.00	7.0%
	Comprehensive Planning & Zoning Total	7,425.17	7,425.17		185,702	178,276.83	4.0%
001-519-315-000	Special Magistrate	45.00	45.00	-	16,000	15,955.00	0.3%
001-519-354-000	Code Compliance	3,847.50	3,847.50	-	38,000	34,152.50	10.1%
001-519-410-000	Communications Services	53.00	53.00	-	6,100	6,047.00	0.9%
001-519-440-000	Rentals and Leases	1,789.11	1,789.11	-	34,783	32,993.89	5.1%
001-519-450-000	Insurance	-	-	-	18,000	18,000.00	0.0%
001-519-460-000	Repair & Maint - Building	600.00	600.00	-	3,600	3,000.00	16.7%
001-519-470-000	Printing and Binding	-	-	-	-	-	0.0%
001-519-480-000	Promotional Activities	-	-	-	-	-	0.0%
001-519-490-000	Computer Repair	-	-	-	5,500	5,500.00	0.0%
001-519-491-000	Computer Services	-	-	-	7,292	7,292.00	0.0%
001-519-494-000	Inspector General Office	-	-	-	5,280	5,280.00	0.0%
001-519-810-000	Aids to Govt Agencies Grant - LGWCD	-	-	-	-	-	
001-519-820-000	Loxahatchee Groves CERT	210.30	210.30	-	2,000	1,789.70	10.5%
001-519-900-000	Transfer to Transportation Fund	-	-	-	-	-	0.0%
001-519-910-000	Transfer to Sanitation Fund	-	-	-	-	-	
001-519-920-000	Transfer to Capital Projects	-	-	-	-	-	
001-519-990-000	Contingency	-	-	-	15,524	15,524.00	0.0%
001-519-998-000	Transfer To Fund Balance	-	-	-	1,000,000	1,000,000.00	
	Other Governmental Services Total	6,544.91	6,544.91		152,079	145,534.09	4.3%
001-521-341-000	Professional Services-PBSO	23,590.33	23,590.33	-	283,084	259,493.67	8.3%
001-521-342-000	Contractual-ADDL PBSO	-	-	-	10,500	10,500.00	0.0%
	Law Enforcement Total	23,590.33	23,590.33		293,584	269,993.67	8.1%
001-539-310-000	Other Services	-	-	-	-	-	0.0%
001-539-340-000	Professional Services	406.25	406.25	-	4,000	3,593.75	10.2%
	Public Works Total	406.25	406.25		4,000	3,593.75	10.2%
	Grand Total Expenditure	67,153.78	67,153.78	-	2,095,897	2,028,743.22	3.2%
	Net Revenue	(56,103.97)	(56,103.97)		-		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF OCTOBER 31, 2014
 0.08 Elapsed
Transportation Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-312-410-000	1st Local Option Fuel Tax (1 to 6 cent)	-	-	-	250,858	(250,858.00)	0.0%
101-312-420-000	2nd Local Option Fuel Tax (1 to 5 cent)	-	-	-	117,768	(117,768.00)	0.0%
101-363-990-000	Contribution from General Fund	-	-	-	-	-	0.0%
101-399-000-000	Transfer from Fund Balance	-	-	-	412,423	(412,423.00)	0.0%
	Total Revenue	-	-	-	781,049	(781,049)	0.0%

Represents consumption of fund balance. This is not true revenue by definition or reflected in GL in transactions

Transportation Fund
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
101-541-467-000	Traffic Control Signs (6 ct) Maint.	1,677.00	1,677.00	-	10,000	8,323.00	16.8%
101-541-468-000	Non-District Roads (6 ct) Maint.	210.00	210.00	-	102,059	101,849.00	0.2%
101-541-469-000	District Roads (6 ct) Maint.	1,951.29	1,951.29	-	93,738	91,786.71	0.0%
101-541-631-000	Road and Streets (5 cent)	-	-	-	-	-	0.0%
101-541-632-000	Special Projects (6 cent)	-	-	-	-	-	0.0%
101-541-634-000	148th Terr Bridge (5)/Culvert	-	-	-	-	-	0.0%
101-541-636-000	Construct Town Rds & Sts	-	-	-	-	-	0.0%
101-541-920-000	Transfer to Capital Projects	-	-	-	515,252	515,252.00	0.0%
101-541-990-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
101-541-996-000	Transfer to Fund Balance	-	-	-	-	-	0.0%
	Total Expenditure	3,838.29	3,838.29	-	721,049	717,211	0.5%
	Net Revenue	(3,838.29)	(3,838.29)		60,000		



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF OCTOBER 31, 2014
 0.08 Elapsed
Capital Improvement Program
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-363-990-000	Contributions from General Fund	-	-	-	-	-	0.0%
305-363-991-000	Contributions from Transportation Fund	-	-	-	555,252	(555,252.00)	0.0%
305-399-000-000	Transfer from Fund Balance	-	-	-	-	-	0.0%
	Total Revenue	-	-	-	555,252	(555,252.00)	0.0%

Capital Improvement Program
Expenditures

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
305-519-600-000	Develop Town Hall Alternatives	-	-	-	-	-	0.0%
305-541-610-000	Surveying Town Roads	-	-	-	90,374	90,374.00	0.0%
305-541-630-000	Okeechobee and D Road Traffic Light	-	-	-	290,944	290,944.00	0.0%
305-541-640-000	Town Roads OGEM Projects	-	-	-	25,000	25,000.00	0.0%
305-541-650-000	Trails	-	-	-	120,000	120,000.00	0.0%
305-541-654-000	Purchase Roads from LGWCD	-	-	-	28,934	28,934.00	0.0%
	Total Expenditure	-	-	-	555,252	555,252	0.0%
	Net Revenue	-	-	-	-	-	-



TOWN OF LOXAHATCHEE GROVES
BUDGET VS ACTUAL
AS OF OCTOBER 31, 2014
 0.08 Elapsed
Solid Waste Fund
Revenues

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-323-125-000	Haulers Licensing Fee - MOVED TO GF	-	-	-	-	-	0.0%
405-325-205-000	Solid Waste Assessments	-	-	-	431,846	(431,846.00)	0.0%
405-325-206-000	Discount Fees	-	-	-	(11,660)	11,660.00	0.0%
405-343-120-000	SWA Recycling Income	873.02	873.02	-	6,700	(5,826.98)	13.0%
405-361-100-000	Interest	-	-	-	-	-	
405-363-990-000	Contributions from General Fund	-	-	-	14,382	-	0.0%
	Total Revenue	873.02	873.02	-	441,268	(426,012.98)	0.2%

Account Number	Account	Month to Date	Year to Date	Encumbrance	Annual Budget	Annual Variance	% Used
405-534-345-000	Contractual - Waste Over	1,417.50	1,417.50	-	7,000	5,582.50	20.3%
405-534-346-000	PBC Administration Fee 1	-	-	-	4,318	4,318.00	0.0%
405-534-420-000	Postage & Freight	-	-	-	300	300.00	0.0%
405-534-434-000	Solid Waste Contractor	31,008.06	31,008.06	-	414,150	383,141.94	7.5%
405-534-436-000	Other Sanitation Service	-	-	-	15,000	-	0.0%
405-534-490-000	Legal Advertising	-	-	-	500	500.00	0.0%
405-534-595-000	TOLG Management Fee	-	-	-	-	-	0.0%
	Total Expenditure	32,425.56	32,425.56	-	441,268	393,842.44	7.3%
	Net Revenue	(31,552.54)	(31,552.54)		-		
					60,000	-	

Note: YTD Fines credited to Service Provider invoicing - \$3500.00



Item 6.a.

RESOLUTION NO. 2014-21

Supervisor of Elections Agreement for 2015

**Town of Loxahatchee Groves, FLORIDA
Town Council AGENDA ITEM REPORT**

AGENDA ITEM No. 6.a.

MEETING DATE: 12/02/2014

PREPARED BY: Janet K. Whipple, Town Clerk

SUBJECT: Agreement For Vote Processing Equipment Use and Election Services, by and between The Palm Beach County Supervisor Of Elections (SOE) and the Town Of Loxahatchee Groves for the 2015 Municipal Election on March 10, 2015.

1. BACKGROUND/HISTORY

a. Problem Statement: The Town needs vote processing equipment and services from the PBC Supervisor of Elections during Municipal Elections.

b. Problem Solution: Approve Resolution No. 2014-21, and enter into 2015 Agreement with the PBC Supervisor of Elections.

2.CURRENT ACTIVITY

Each year, the Town, along with all other municipalities in Palm Beach County, engages in this annual Agreement with the Supervisor of Elections, to establish the use of equipment, functions, services, responsibilities and costs for the ensuing year.

3.ATTACHMENTS

- a. Resolution No. 2014-21
- b. PBC Supervisor of Elections (SOE) Agreement
- c. Municipal Election Costs

4.FINANCIAL IMPACT

Up to approximately \$8,000

5.RECOMMENDED ACTION

Request Council consider approval of Resolution No. 2014-21 and the 2015 Agreement with the Palm Beach County Supervisor of Elections.

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2014-21

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, DESIGNATING THE DATE, TIME AND PLACE TO QUALIFY AND FILE FOR THE OFFICE OF TOWN COUNCIL MEMBER FOR SEATS ONE (1) AND THREE (3) PRIOR TO THE MUNICIPAL GENERAL ELECTION TO BE HELD ON TUESDAY, MARCH 10, 2015, PURSUANT TO THE TOWN CHARTER AND CHAPTERS 97 - 106, FLORIDA STATUTES; THE ELECTION FILING PERIOD OPENS PROMPTLY AT 12:00 NOON ON JANUARY 27, 2015 AND CLOSSES PROMPTLY AT 12:00 NOON ON FEBRUARY 3, 2015; SETTING FILING FEES; AUTHORIZING THE TOWN CLERK TO APPOINT ELECTION BOARDS FOR ELECTION PRECINCT 6094; AUTHORIZING THE SUPERVISOR OF ELECTIONS TO CONDUCT THE TOWN ELECTION AND APPROVING THE AGREEMENT BETWEEN THE TOWN AND THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS FOR ELECTION SERVICES; AUTHORIZING THE TOWN CLERK OR DESIGNEE TO HANDLE CERTAIN ELECTION MATTERS; OPTING OUT OF EARLY VOTING; PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town of Loxahatchee Groves shall conduct its annual Municipal General Election on Tuesday, March 10, 2015, pursuant to the Town Charter, the Florida Constitution and Chapter 97 - Chapter 106, Florida Statutes.

WHEREAS, one polling place is provided for the Town, Precinct 6094, and shall be open between the hours of 7:00 a.m.-7:00 p.m. on Election Day, March 10, 2015; and

WHEREAS, registered voters shall have the opportunity to cast their vote for candidates who have filed and qualified for the Office of Town Council Member Seat Numbers One (1) and Three (3), pursuant to the Town Charter of the Town of Loxahatchee Groves, Palm Beach County, Florida

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THAT:

Section 1. Any qualified elector [registered voter] of the Town of Loxahatchee Groves, Florida, who is qualified to hold an elective office under the Charter and Code of Ordinances of

the Town of Loxahatchee Groves, Florida, and who desires to become a candidate for the Office of Town Council Member for Seats One (1) or Three (3) shall file with the Municipal Filing Officer (Town Clerk), a fully executed Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates (DS-DE 9) Form; provide a Notice of Intent that his/her name be placed upon the ballot for election to declare themselves a bona fide candidate for such office; and file other forms necessary to be declared a candidate for the Office of Town Council Member for Seat Number One (1) and Three (3).

Section 2. The Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates [DS-DE 9] that has been executed and signed by the candidate and accepted and signed by the Campaign Treasurer; the written Notice of Intent to Seek Election for Office of Town Council Member for Seat Numbers One (1) and Three (3); and other required documents must be provided by the candidate to the Municipal Filing Officer (Town Clerk) during the Filing and Qualifying Period that opens promptly at 12:00 Noon, Tuesday, January 27, 2015 and closes promptly at 12:00 Noon, Tuesday, February 3, 2014.

Section 3. Each person seeking to qualify for nomination or election to a municipal office shall pay, at the time of qualifying for office, an election assessment. The election assessment shall be an amount equal to one percent (1%) the annual salary of the office sought.

Section 4. Pursuant to Section 3 of the Town Charter, each candidate for the Office of Town Council Member for Seat Numbers One (1) and Three (3) shall be a qualified elector (registered voter). All candidates for the Office of Town Council Member for Seat Numbers One (1) and Three (3) must be a resident of the Town of Loxahatchee Groves for at least one (1) year prior to qualifying.

Section 5. Precinct 6094 is hereby authorized for the Municipal Election to be

held on Tuesday, March 10, 2015, for the Office of Town Council Member for Seat Numbers One (1) and Three (3), which is within the Town of Loxahatchee Groves, Florida.

Section 6. The Town Council requests and authorizes the Palm Beach County Supervisor of Elections to conduct its municipal election consistent with the Town Charter, Florida law, the Agreement between the Town and the Palm Beach County Supervisor of Elections, attached hereto as "Exhibit A" and hereby approved, and this resolution.

Section 7. The Town Clerk, or her designee, is authorized to attend, and to the extent necessary represent, the Town and its Canvassing Board at all Logic and Accuracy Tests and on election night at the offices of the Palm Beach County Supervisor of Elections Office.

Section 8. Upon closing the polls at 7:00p.m., on Tuesday, March 10, 2015, the Town Clerk shall ensure the secure transport of the paper ballots cast, and appropriate cartridges, to the Palm Beach County Supervisor of Election's Office, and the electronic transmission of election information as necessary or required by the Palm Beach County Supervisor of Elections. Upon the receipt of all optical scanned voting ballots and cartridges and provisional ballots, the Palm Beach County Supervisor of Elections shall count all the ballots, including the absentee ballots, optical scanned paper ballots, and provisional ballots for all Precincts located within the Town of Loxahatchee Groves.

Section 9. Upon the Town Clerk's receipt of the Municipal Election Results from the Palm Beach County Supervisor of Elections, the Town's Canvassing Board shall meet as soon as practicable to canvass and certify the election results. The candidate(s) for the Office of Town Council Member for Seat Numbers One (1) and Three (3) receiving the highest number of votes validly cast shall be declared elected. In the event of a tie vote, a runoff election shall be held pursuant to Town Charter, Section 7(c). Following the Canvassing Board's certification, each newly elected Town Council Member shall be

administered the Oath of Office and assume the duties of the office with a ceremonial induction occurring at the next regular meeting of the Town Council following the General Election held in accordance with Section 7(e) of the Town Charter.

Section 10. That for purposes of this election and any future municipal election, the Town Council hereby determines that due to the ability of registered voters to cast absentee ballots for a municipal election that early voting is not necessary for a municipal election, and that it is in the best interest of the Town to opt out of early voting for municipal elections.

Section 11. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 12. If any clause, section, other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

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Section 13. This Resolution shall become effective immediately upon its passage and adoption.

ADOPTED by the Town Council of the TOWN OF LOXAHATCHEE GROVES, FLORIDA, this **2nd day of December 2014.**

ATTEST:

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

Janet K. Whipple, Town Clerk

Mayor David Browning

Vice-Mayor Ron Jarriel

APPROVED AS TO LEGAL FORM:

Council Member Tom Goltzené

Office of the Town Attorney

Council Member Ryan Liang

Council Member Jim Rockett

“EXHIBIT A”

**AGREEMENT FOR VOTE PROCESSING EQUIPMENT AND ELECTION SERVICES BY
AND BETWEEN THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS AND THE
TOWN OF LOXAHATCHEE GROVES**

**AGREEMENT FOR VOTE PROCESSING EQUIPMENT USE AND ELECTION SERVICES
BY AND BETWEEN
THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS AND THE
TOWN OF LOXAHATCHEE GROVES**

THIS AGREEMENT, is made and entered into this day of _____, 2014, effective January 1, 2015, by and between the Palm Beach County Supervisor of Elections, an elected county officer pursuant to Article VIII, Sec.1(d) of the *Florida Constitution*, hereinafter referred to as the “**SOE**”, and the Town of Loxahatchee Groves, a municipal corporation, chartered and organized in accordance with the laws of the State of Florida, hereinafter referred to as the “**Municipality**”.

WITNESSETH:

WHEREAS, Chapters 97 to 106, *Florida Statutes*, constitute the Florida Election Code (the “Code”) which applies to municipalities where expressly so stated; and

WHEREAS, Sec 100.3605, *Florida Statutes*, states that “[T]he Florida Election Code, chapters 97-106 shall govern the conduct of a municipality’s election in the absence of an applicable special act, charter, or ordinance provision”; and

WHEREAS, the Municipality and the SOE desire to work together to provide for municipal elections and to allocate certain responsibilities and expenses between the two parties to ensure that the provisions of the Code are followed during municipal elections; and

WHEREAS, the SOE and the Municipality wish to enter into this Agreement to set out the terms of this coordinated program.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter contained to be kept and performed by the parties hereto, and for the mutual benefit of the Municipality, its constituents and the SOE, it is agreed as follows:

1. **PURPOSE:**

The purpose of this Agreement is to set forth the terms and conditions under which services will be provided by the SOE and staff to the Municipality for municipal elections and to set forth the responsibilities of both parties so that there is a clear understanding of the rights and responsibilities of all parties. Such rights and responsibilities shall apply to the General, Run-Off, Special and Recount elections as necessary as well as the Post Election Audit, unless otherwise stated herein below.

2. **DATE OF GENERAL MUNICIPAL ELECTION:**

The date of the Town of Loxahatchee Groves’ General Municipal election is March 10, 2015. It is hereby acknowledged and agreed that if the date listed is the same as most other municipalities in March or November, there will be a cost sharing among municipalities for costs incurred by the SOE. Such costs shall be allocated on a pro-rata share basis; otherwise,

it is hereby acknowledged and agreed upon by the municipality that it is responsible for all costs of the election, incurred by the office of the SOE.

3. FEES AND CHARGES TO BE PAID BY THE MUNICIPALITY:

The SOE hereby agrees not to charge Municipalities for taxpayer purchased equipment and supplies; (i.e. voting machines, tables, chairs, etc.) and associated maintenance and contract fees related to such equipment in return for which the Municipality hereby agrees not to charge the SOE for polling places or poll worker training facilities within its dominion and control. Examples of municipal elections charges related to certain services performed by the SOE to be passed through to the Municipality on a shared pro rata basis for all municipalities holding elections on a general election day (i.e. 2nd Tuesday in March or November) are attached hereto as “Exhibit A”. All items to be paid or reimbursed to the SOE will be paid by the Municipality within thirty (30) days of receipt of an invoice from the SOE with documentation verifying the charges.

Examples of total costs to small, medium and large municipalities are attached hereto as “Exhibit B”.

4. RESPONSIBILITIES OF BOTH THE MUNICIPALITY AND THE SOE FOR MUNICIPAL ELECTIONS:

A. Notice and Advertisement

(1) Municipality

- (a) Properly call and advertise the election according to statutes and charter at its own expense.
- (b) Issue a resolution or ordinance to the SOE requesting that the Supervisor of Elections conduct the municipality’s election, provide ballot language for any ballot questions within the resolution if applicable and act as appoint members of the Municipality’s Canvassing Board, which may or may not include the SOE, at the SOE’s discretion.
- (c) certify that the registered voter information provided by the SOE to the municipality which reflects the proper boundaries of the city and notify the SOE of any changes.

(2) SOE

- (a) Publish legal notices for Logic & Accuracy testing, absentee ballot canvass, Post Election Audit and news releases on book closing.

B. Qualifying Candidates and Petition Initiatives

(1) Municipality

- (a) Provide qualifying packets to candidates and accept and process all qualifying papers and fees.
- (b) Collect Name and Pronunciation Guides from the candidates at the time of qualifying and submit to SOE.
- (c) Respond to all candidate inquiries and questions.
- (d) Respond to all legal inquiries and questions.
- (e) Respond to all media inquiries.
- (f) Provide all necessary information and materials for petition initiative process.

(2) **SOE**

(a) Verify signatures on any qualifying petitions submitted by candidates, **or for petition initiatives**, and notify the municipality of such results upon the close of the candidate qualifying, **or petition initiative**, deadlines **as applicable**.

C. Ballots

(1) **Municipality**

- (a) Review, amend (if necessary) and approve ballot proof prepared by SOE.
- (b) Place an order with the SOE for a sufficient quantity of ballots as applicable.
- (c) Pay ballot design costs to the SOE as incurred.
- (d) Pay the ballot printer directly for the cost of said ballots.
- (e) Reimburse the SOE for costs incurred for translation and audio recording of ballot.
- (f) Reimburse SOE for preparation of Absentee Ballot, Edge layout and Sample Ballot.

(2) **SOE**

- (a) Layout, check, proof and deliver ballot layout to the printer.
- (b) Receive, securely store and account for all ballots until disbursed to polling places.
- (c) Contract to have audio recorded for Touch Screen ballot.
- (d) Control all access to unvoted ballots while in the possession of the SOE.

D. Equipment Testing

(1) **Municipality**

(a) Provide that a representative will be present during the Logic and Accuracy testing as noticed by SOE.

(2) **SOE**

- (a) Develop a unique test script and manually mark ballots to be used in public Logic & Accuracy test.
- (b) Conduct public Logic & Accuracy test.

E. Early Voting – Optional

(1) **Municipality**

- (a) Reimburse the SOE for staff overtime hours due to weekend and/or evening hours for Early Voting.
- (b) Pay SOE for Early Voting supplies.
- (c) Contract with, schedule and pay poll workers directly.
- (d) Deliver voted ballots to SOE daily at a location designated by SOE.
- (e) Designate Early Voting sites thirty (30) days prior to each Election and notify SOE in writing of locations.

(2) **SOE**

- (a) Prepare and provide all supplies needed for each Early Voting site.
- (b) Provide the Municipality with a list of poll workers.
- (c) Train poll workers.
- (d) Provide staffing to accept voted ballots daily at a location designated by SOE.

F. Absentee Voting

(1) **Municipality**

- (a) Reimburse SOE for all postage costs incurred at the current postal rate.
- (b) Pay SOE for materials and handling of each absentee ballot.
- (c) Pay SOE \$.10 per absentee ballot for verifying signatures on returned voted ballot certificates.
- (d) Refer all requests for absentee ballots to SOE.

(2) **SOE**

- (a) Determine eligibility and compile Absentee Ballot file.
- (b) Accept all requests for Absentee Ballots by telephone, mail or in person.
- (c) Prepare and mail Absentee Ballots.
- (d) Deliver Absentee Ballots to the Post Office.
- (e) Receive voted Absentee Ballots.
- (f) Verify signatures on returned voted Absentee Ballot certificates.
- (g) Prepare and open Absentee Ballots for tabulation.
- (h) Account for all Absentee Ballots.
- (i) Notify Absentee Ballot voter and provisional voters of the disposition of the Canvassing Board as required by law.
- (j) Record Absentee Ballot returns to voter history.
- (k) Conduct public testing of Logic and Accuracy for Absentee Ballot tabulating equipment.
- (l) Provide qualified staff to operate tabulation equipment to count Absentee Ballots.

G. Polling Places

(1) **Municipality**

- (a) Arrange for the use of an adequate number of polling places.
- (b) Confirm polling place accessibility and ADA compliance.
- (c) Notify SOE in writing thirty (30) days prior to election of the need for tables and chairs if necessary.
- (d) Notify SOE of polling locations to be used no later than noon the Friday after the municipal candidate qualifying deadline.
- (e) Notify the SOE not less than 30 days prior to the election that a polling place will be moved to another site.
- (f) Notify voters, as required by law, if their regular polling place is to be temporarily relocated.

(2) **SOE**

- (a) Provide the Municipality with a list of polling places and SOE contract.
- (b) Provide tables and chairs upon written notice from the Municipality when required.
- (c) Provide polling place supplies, i.e. signs, cones, etc.
- (d) Notify voters and the Municipality of permanent polling place change(s).

H. Precinct Supplies

(1) **Municipality**

- (a) Pay SOE for precinct supplies provided.
- (b) Provide a secure place for precinct clerks to return supplies and voted ballots on election night.
- (c) Pay SOE for the production of Precinct Registers or for programming electronic poll books **and related communication fees**.
- (d) Pay directly to the SOE's contracted moving company to have voting equipment delivered and picked up from polling place no later than the day before the election and returned after the election.

(2) **SOE**

- (a) Provide Precinct Registers or electronic poll books for each polling place location.
- (b) Provide Master CD compilation of registered voters for precinct advisors or provide up to date electronic poll books.
- (c) Provide certification of registered voters after book closing.
- (d) Prepare equipment, cabinets and routing of voting equipment delivery.
- (e) Provide laptop computer at each polling place or electronic poll books.
- (f) Provide CD of voter file database for each polling place or up to date electronic poll books.
- (g) Provide poll worker Clerks with cell phones.
- (h) Provide Provisional Ballot envelopes and affidavit forms for each polling place.
- (i) Provide secrecy sleeves in a number and amount appropriate for each polling place.

I. Poll Workers

(1) **Municipality**

- (a) Contact, contract with and pay poll workers directly (using only poll workers who are currently on the SOE list, or individuals who have successfully completed required training).
- (b) Schedule and notify poll workers of training classes.
- (c) Reimburse SOE for expenses incurred for delivery and pick up of equipment to training locations.
- (d) Reimburse SOE for expenses incurred in printing training material.
- (e) Reimburse SOE for expenses incurred for trainers to train poll workers.
- (f) Reimburse SOE for expenses incurred for contracted training locations.

(2) **SOE**

- (a) Provide the Municipality with a list of current poll workers.
- (b) Develop poll worker training schedule.
- (c) Plan and contract for training classes and locations.
- (d) Contract with and pay trainers to train poll workers.
- (e) Provide printed training materials for poll workers.

J. Election Day Support

(1) **Municipality**

- (a) Verify that all polling places are available to poll workers no later than 6:00 a.m. and open for voting promptly at 7:00 a.m. on Election Day.
- (b) Ensure that all polling places remain open until 7:00 p.m. or until all voters who are in line to vote at 7:00 p.m. have completed voting.
- (c) Reimburse SOE for all phone bank costs.

(2) **SOE**

- (a) ~~Assist in finding~~ **Provide an additional list of** poll worker replacements if needed.
- (b) Provide technical support personnel as needed.
- (c) Provide phone bank support to respond to poll workers and voters on Election Day.

K. Ballot Tabulation/Counting of Election Results

(1) **Municipality**

- (a) Deliver all voted ballots and other necessary election related items to a place designated by the SOE after the polling places have closed on Election Day.
- (b) Deliver **all** voting machine cartridges to a place designated by the SOE after the polling places have closed on Election Day.
- (c) Reimburse the SOE for any staff overtime and other expenses in relation to the tabulation and processing of ballots on Election Day.
- (d) Act as member of Canvassing Board.

(2) **SOE**

- (a) Provide technical staff and required equipment to administer tabulation and election results.
- (b) Assist and act, or appoint a designee to assist and act on the SOE's behalf, as a member of the Municipality's Canvassing Board if desired by the municipality **and approved by the SOE** or act as a member of the County Canvassing Board if it canvasses the municipality's election, if allowed by law.
- (c) Post election results on SOE WEB site and provide the same to Channel 20.
- (d) Provide the Municipal Clerk with unofficial election results upon conclusion of tabulation and canvassing of ballots cast on Election Day.

L. Post Election Day

(1) Municipality

(2) SOE

- (a) Provide the Municipal Clerk with an official certification of election results if allowed by law.
- (b) Store all necessary election records and ballots until the expiration of retention period prescribed by statutes.
- (c) Process polling place affirmation forms.
- (d) Sort, inventory, pack and store all election materials for retention and disposition.
- (e) Notify voters of the disposition of their Absentee or Provisional Ballots after the determination by the Canvassing Board, as required by law.
- (f) Respond to public records requests regarding records kept on behalf of the Municipality.
- (g) Record voting history for each voter who voted on Election Day.

M. Audit

(1) Municipality

- (a) Provide that the Municipal Clerk will be responsible for the administration of the audit.
- (b) Reimburse SOE for any staff time or other related expenses as may result from conducting the manual audit.

(2) SOE

- (a) Organize precinct information to allow the Municipal Clerk to randomly select the race and precinct(s) that shall be audited.
- (b) Organize and prepare ballots for manual audit.
- (c) Provide SOE staff to conduct manual audit.
- (d) Ascertain and publically post manual audit result to SOE WEB site.

N. Recount

(1) Municipality

- (a) Provide that the Municipal Clerk will be responsible for the administration of the Recount, with support and guidance from the SOE.
- (b) Act as a member of the Canvassing Board.
- (c) Notify the candidates of the time and date of the Recount.
- (d) Post public notice(s) of the Recount with the time and location.
- (e) Cause to have the Recount recorded and minutes kept and approved by the Canvassing Board.
- (f) Review with the Canvassing Board and the counting teams the statutes and rules of the Division of Elections, specifically Rule 1S-2.031. Recount Procedures; and Rule 1S-2.027. Standards for Determining Voter's Choice on a Ballot.
- (g) Reimburse the SOE for all staff salaries/overtime, facility and other expenses required to conduct the Recount.

(2) **SOE**

- (a) Post public notice(s) of the Recount with the time and location.
- (b) Test tabulating equipment as required by Sec. 101.5612, *Florida Statutes*.
- (c) Provide counting teams for examining out stacked ballots.
- (d) Prepare and organize ballots for Recount processing.
- (e) Tabulate ballots and provide professional staff for equipment operations.
- (f) Provide official certification as determined by the Canvassing Board.

5. **INDEMNITY:**

Each party to this agreement shall be liable for its own actions and negligence. To the extent permitted by law, the Municipality shall indemnify, defend and hold harmless SOE against any actions, claims or damages arising out of the Municipality's negligence in connection with performance under this Agreement; and the SOE shall indemnify, defend and hold harmless the Municipality against any actions, claims or damages arising out of the negligence of SOE in connection with its performance under this Agreement. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth at Sec. 768.28, *Florida Statutes*. In no case shall such limits for the Municipality extend beyond \$4200,000 for any one person or beyond \$2300,000 for any judgment which, when totaled with all other judgments, arises out of the same incident or occurrence. These provisions shall not be construed to constitute agreement by either party to indemnify the other for such other's negligent, willful or intentional acts or omissions. In the event of litigation, trial or appellate, between the Municipality and the SOE relating to a municipal election governed by this Agreement, or otherwise in connection with the interpretation or application of this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs from the non-prevailing party. Notwithstanding the above, the municipality shall defend legal challenges relating to its municipal election and shall be fully responsible for all legal costs including attorneys' fees for such defense of the Municipality and the SOE. The municipality shall be responsible for damages, if any, assessed by virtue of such lawsuit, up to the monetary limits provided for hereinabove without recourse to the SOE.

6. In the event of a Special Election, the municipality shall receive the approval of the Supervisor of Elections for the actual election date no later than 90 days prior to a Special Election unless otherwise provided in law. The expense of any Special Election shall include all actual costs incurred by the Supervisor of Elections, including hourly and salaried staff costs and other related election expenses as documented.

7. **TERM:**

This Agreement shall begin on the effective date January 1, 2014⁵ and continue for a term of one year in order to cover Special Elections, if any, and may be modified by mutual agreement of the parties. Any proposed changes to this Agreement shall be provided to the municipalities no later than August 1 of the applicable year, or as soon as practicable.

8. **CHANGE IN LAW:**

In the event any change in law abrogates or modifies any provisions or applications of this Agreement, the parties hereto agree to enter into good faith negotiations and use their best efforts to reach a mutually acceptable modification of this Agreement.

9. **NOTICES:**

All formal notices affecting the provisions of this Agreement may be delivered in person or be sent by facsimile, registered mail, or by a recognized overnight courier such as FedEx, to the individual designated below, until such time as either party furnishes the other party written instructions to contact another individual.

<u>For the SOE:</u>	<u>For the Municipality:</u>
Supervisor of Elections 240 S. Military Trail West Palm Beach, Florida 33415 Attention: Susan Bucher	<u>Town Clerk</u> <u>14579 Southern Boulevard, Suite 2</u> <u>Loxahatchee Groves, Florida</u> <u>Attention: Janet K. Whipple</u>

10. **SEVERABILITY:**

If any clause, section, or provision of this Agreement shall be declared to be unconstitutional, invalid or unenforceable for any cause or reason, or is abrogated or negated by a change in law, the same shall be eliminated from this Agreement, and the remaining portion of this Agreement shall be in full force and effect and be valid as if such invalid portions thereof had not been incorporated herein.

11. By signing this contract, you and your municipality approve the contract as a form of legal sufficiency and certify that this contract has met all of the legal requirements of your Municipal Charter and all other related laws.

12. **NO MODIFICATION EXCEPT IN WRITING:**

This is the complete and final agreement between the parties. No representations other than those set forth herein shall be binding upon the parties. No modification of this agreement shall be effective unless submitted in writing and signed by both parties, or their duly authorized representatives.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement effective January 1, 2013⁵.

As to the SOE:

WITNESSES:

SUPERVISOR OF ELECTIONS
PALM BEACH COUNTY

Susan Bucher

Date: _____

As to the MUNICIPALITY:

ATTEST:

TOWN OF LOXAHATCHEE GROVES

Janet K. Whipple, Town Clerk

David Browning, Mayor

(Affix Municipal Seal)

Date: _____

**PALM BEACH COUNTY SUPERVISOR OF ELECTIONS
2015 Municipal Elections Charges**

Cost Examples - Small, Medium, Large Municipalities

Uniform Election Costs *

MUNICIPALITY	MUNICIPAL PACKAGE	ABSENTEE BALLOTS		PRECINCTS		TOTAL COST
		# ballots	@5.31	# precincts	@ \$310.00	
HAVERHILL	\$2,563	40	\$212	4	\$1,240	\$4,015
RIVIERA BEACH	\$2,563	1,209	\$6,420	17	\$5,270	\$14,252
BOCA RATON	\$2,563	3,304	\$17,544	47	\$14,570	\$34,677

Single Election *

MUNICIPALITY	MUNICIPAL PACKAGE	ABSENTEE BALLOTS		PRECINCTS		TOTAL COST
		# ballots	@6.29	# precincts	@ \$318.61	
HAVERHILL	\$5,812	40	\$252	4	\$1,274	\$7,338
RIVIERA BEACH	\$5,812	1,209	\$7,605	17	\$5,416	\$18,833
BOCA RATON	\$5,812	3,304	\$20,782	47	\$14,975	\$41,569

* *Costs exclude expenses absorbed by municipalities i.e.; pollworker payroll, precinct rentals, ballot translations, ballot printing, advertising, precinct security and election day equipment delivery*



Item 7.a.

ORDINANCE NO. 2014-08

Okeechobee Boulevard

Loxahatchee Groves Town Council Agenda Item Report
Meeting Date: December 2, 2014

PREPARED BY: Jim Fleischmann, Town Planning Consultant

SUBJECT: Ordinance 2014-08 on First Reading of Okeechobee Boulevard Future Land Use Element text amendments.

1. BACKGROUND/HISTORY

Legislative Update: The Council passed Ordinance 2012-06 to impose a moratorium of the receipt and processing of land use plan amendments to allow the Town an opportunity to review Comprehensive Plan policies related to non-residential development along Okeechobee Boulevard. The moratorium was extended by Ordinance 2012-10 and expired in November 2012. A workshop was held on December 19, 2012 for Town land owners and residents to address the issue. The Town Council gave direction to staff to draft Comprehensive Plan amendments for both the Okeechobee Blvd. and Southern Blvd. corridors.

Problem Statement: More specifically address the means to control the type, location and intensity of non-residential uses along Okeechobee Boulevard .

Problem Solution: Text amendments to the Future Land Use Element of the Comprehensive Plan to address the problem.

As a result of recent land use and zoning action enacted by the Town Council on Okeechobee Blvd., staff is taking a proactive position to provide for future land use and zoning changes by providing possible changes to the Local Planning Agency.

2. CURRENT ACTIVITY:

Staff prepared a draft of proposed Future Land Use Element text amendments for review by the Local Planning Agency. The LPA reviewed the proposed amendments at its November 11, 2014 meeting and passed the following recommendation by a 5 – 0 vote:

That the Council enact a Zoning in Progress to allow the LPA time to further review and refine the staff proposal including, but not limited to, the following considerations in order to allow the development of an overall plan that meets community desires for the center of Town, including sustainability, maintenance of the Town’s character and incorporation of potential transportation changes:

1. Maximum square footage of commercial allowed.

2. Use of the concept of Transfer of Development Rights (TDR).
3. More specific definition of the types of commercial allowed.
4. How often, and under what circumstances, the maximum amount of allowed commercial space may be reviewed and updated in order to promote long- term consistency and continuity.
5. Include more specific definitions of terms.
6. Development of visuals and models of proposed commercial concepts.
7. Further refine the concept of Activity Center.
8. Modify proposed “Sunset” provisions

Ordinance 2014-08 was advertised in the Palm Beach Post per the requirements of Florida Statutes.

3. ATTACHMENT

Ordinance 2014-08 Future Land Use Element text amendments.

4. FINANCIAL IMPACT

None at this time.

5. RECOMMENDED ACTION

Motion: Table Ordinance 2014-08 and announce a Zoning in Progress for a moratorium on the processing and approval of Future Land Use Map amendments for a 6-month period on properties fronting Okeechobee Boulevard for the purpose of preparing Future Land Use Element text amendments and direct Staff to prepare a moratorium ordinance for consideration by Town Council.

Alternate Motion: Adopt Ordinance 2014 on First Reading and announce a Zoning in Progress for a moratorium on the processing and approval of Future Land Use Map amendments for a 6-month period on properties fronting Okeechobee Boulevard for the purpose of finalizing Future Land Use Element text amendments and direct Staff to prepare a moratorium ordinance for consideration by Town Council.

1 **AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF**
2 **LOXAHATCHEE GROVES, FLORIDA, AMENDING THE TEXT OF THE**
3 **FUTURE LAND USE ELEMENT OF THE TOWN OF LOXAHATCHEE**
4 **GROVES COMPREHENSIVE PLAN PURSUANT TO STATE STATUTE;**
5 **TO ADD OBJECTIVE 1.17 IMPLEMENTING SECTOR PLANNING**
6 **PRINCIPLES ALONG OKEECHOBEE BOULEVARD; PROVIDING FOR**
7 **CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING**
8 **FOR AN EFFECTIVE DATE.**

9
10 **WHEREAS**, Section 163.3167, Florida Statutes, requires that each local government
11 prepare a Comprehensive Plan in compliance with the Local Government Comprehensive
12 Planning and Development Act, as amended; and

13 **WHEREAS**, the Town of Loxahatchee Groves, Florida, pursuant to the Local
14 Government Comprehensive Planning Act, and in accordance with all of its terms and
15 provisions, adopted a Comprehensive Plan which has been found to be “in compliance” by, the
16 State Department of Community Affairs (DCA); and,

17 **WHEREAS**, Section 163.3184, Florida Statutes allows the Comprehensive Plan to be
18 amended in order to further the Town’s planning goals and objectives and address changing
19 conditions; and,

20 **WHEREAS**, the Town’s Planning Consultant recommends approval of Town of
21 Loxahatchee Groves Comprehensive Plan as provided herein, through Amendment 14-3 as set
22 forth in a report to the Town Council, which sets forth findings and recommendations, and which
23 report is incorporated herein by reference; and,

24 **WHEREAS**, the Local Planning Agency and Town Council of the Town of Loxahatchee
25 Groves have conducted the required public hearings on this Amendment to the Town of
26 Loxahatchee Groves adopted Comprehensive Plan; and,

1 **WHEREAS**, the reports, records, and materials from the public hearings to adopt
2 Ordinance 2014-08 are incorporated herein and relied upon by the Town Council to the extent
3 not inconsistent with this Ordinance; and,

4 **WHEREAS**, the Town Council of the Town of Loxahatchee Groves has deemed it to be
5 in the best interest of the citizens and residents of the Town of Loxahatchee Groves to adopt
6 Amendment 14-3 to the Town of Loxahatchee Groves Comprehensive Plan in accordance with
7 Chapter 163, Florida Statutes to revise the text of the Future Land Use Element of the Town of
8 Loxahatchee Groves Comprehensive Plan.

9 **NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE**
10 **TOWN OF LOXAHATCHEE GROVES, FLORIDA:**

11 **SECTION 1:** The foregoing “WHEREAS” clauses are hereby ratified and confirmed as
12 being true and correct and are hereby made a specific part of the Ordinance upon adoption
13 hereof; all exhibits attached hereto or referenced herein are incorporated herein and made a
14 specific part of this Ordinance.

15 **SECTION 2:** The Town Council approves and adopts the recommendation of the
16 Town’s Planning Consultant, which is incorporated herein by reference.

17 **SECTION 3:** In accordance with the requirements of Section 163.3184, Florida Statutes,
18 the Town Council hereby adopts the amendment to the Future Land Use Element of the Town of
19 Loxahatchee Groves Comprehensive Plan, as set forth in Exhibit “A”, which is attached hereto.

1 **SECTION 4:** The Town’s Planning Consultant is further authorized and directed to
2 make the necessary textual changes to the Town of Loxahatchee Groves Comprehensive Plan in
3 order to reflect the above-stated changes consistent with the recommendations of the Town
4 Planning Consultant Report.

5 **SECTION 5:** All Ordinances or parts of Ordinances, and all Resolutions or parts of
6 Resolutions, in conflict herewith are hereby repealed to the extent of such conflict.

7 **SECTION 6:** If any provision of this Ordinance or the application thereof to any person
8 or circumstance is held invalid, such invalidity shall not affect other provisions or applications of
9 this Ordinance that can be given affect without the invalid provision or application, and to this
10 end the provisions of this Ordinance are declared to be severable.

11 **SECTION 7:** This Ordinance shall become effective as provided by law.

12
13 **PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF**
14 **LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS 2nd DAY OF**
15 **DECEMBER, 2014.**

16
17 **PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN**
18 **LOXAHATCHEE GROVES, ON SECOND READING AND PUBLIC HEARING, THIS**
19 **____ DAY OF _____, 2014.**

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22 **TOWN OF LOXAHATCHEE GROVES,**
23 **FLORIDA**

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25 ATTEST: _____
26 Mayor David Browning

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28 _____
29 Janet K. Whipple, Town Clerk

Vice-Mayor Ron Jarriel

Council Member Tom Goltzené

1 APPROVED AS TO LEGAL FORM:

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Office of the Town Attorney

Council Member Jim Rockett

Council Member Ryan Liang

EXHIBIT A
FUTURE LAND USE ELEMENT AMENDMENT
Words underlined are additions to the text

1.17 Objective:

The Town shall encourage compatible, town-serving land uses by implementing the following sector planning policies to control the allocation, location, scale and timing of development approvals on properties with road frontage on Okeechobee Boulevard.

1.17.1 Policy:

In order to assist in retaining its current rural character, the Town shall support maintaining Okeechobee Boulevard as a two-lane section.

- a) In order to maintain its two-lane section, the Town shall support the implementation of traffic calming features, including but not limited to roundabouts and traffic signals, along the Okeechobee Boulevard corridor.
- b) Continue to work with Palm Beach County to define and program appropriate future roadway improvements that implement Town planning policy.
- c) Review and revise as appropriate the Town's sector planning policies if and when Okeechobee Boulevard improvements are incorporated within the County's Five-Year Transportation Improvement Program (TIP).

1.17.2 Policy:

Commercial development along Okeechobee Boulevard shall be limited to Activity Centers, Cottage Industries, and Individual Small Businesses (ISB), as follows.

- a) For the purposes of this Policy, an Activity Center shall consist of a node or center of activity located at an intersection, and including multiple businesses and/or uses. An Activity Center may consist solely of commercial uses or a combination of commercial, institutional, civic, and/or recreational uses. The commercial component of an Activity Center shall provide for the daily incidental retail and service needs of the surrounding residential area. An Activity Center may be assigned either a Commercial Low (CL) or Commercial Low Office (CL-O) Future Land Use (FLU) designation.

or a combination of Town Future Land Use categories regulated by a single site plan.

- b) For the purposes of this Policy, a Cottage Industry shall consist of a single business activity carried on within a principal homesteaded residence or within a structure accessory to a principal homesteaded residence where outside workers may be employed, customers may be received and the maximum floor-area-ratio of all non-residential uses shall not exceed 0.025). A Cottage Industry is assigned an RR-5 FLU designation and, by definition, does and shall not constitute urban sprawl or contribute to strip commercial development.
- c) For the purposes of this Policy, an Individual Small Business (ISB) is defined as a single commercial or service use oriented to serving the neighboring community where the maximum floor-area-ratio of all buildings shall not exceed 0.05). An ISB shall not constitute urban sprawl or contribute to strip commercial development. An ISB is assigned a CL, CL-O or INST FLU designation.

1.17.3: Policy:

An Activity Center shall comply with the following performance standards:

- a) Maximum parcel size: 10 acres if a Commercial Low or Commercial Low Office component is included.
- b) Tenant mix: Multiple Town-oriented commercial businesses or a combination of the following non-residential uses; Town-oriented commercial, civic, cultural and/or recreational.
- c) Maximum Floor-Area-Ratio (F.A.R.): (a) Commercial only Activity Center – 0.05; (b) Mixed-Use Activity Center (i.e. combination of three or more of the following uses: commercial; institutional; civic; and/or recreational per the Town’s ULDC zoning district use tables) - not to exceed 0.075 F.A.R.
- d) An Activity Center with an F.A.R. exceeding 0,05 shall require a Category A Special Exception approval by the Town Council as part of the rezoning process.
- e) Maximum height: Two stories.

- f) Rear setback: 100 feet.
- g) Rural Vista Guidelines: Required.

1.17.4 Policy:

As long as Okeechobee Boulevard is maintained as a 2-lane segment, the total amount of Activity Center commercial low and commercial low office space along the corridor shall not exceed a maximum of 49,000 sq. ft. unless increased by the Town Council. The maximum Activity Center threshold shall be reviewed by the Town Council on an annual basis following a recommendation by the Planning and Zoning Board.

1.17.5 Policy:

Individual Small Businesses shall comply with the following performance standards:

- a) The size of an ISB use shall be no larger than the amount of space which will exceed the “insignificant impact” traffic generation threshold on Okeechobee Boulevard, as defined by a Palm Beach County Traffic Performance Standards (TPS) review, or its equivalent by the Town consulting engineer.
- b) An ISB use may include a residence as an accessory use to accommodate business owner or an employee household.
- c) The Activity Center commercial threshold of 49,000 sq. ft., as stated in Policy 1.16.4, shall not apply to ISB applications.

1.17.6 Policy:

The Town shall discourage an accumulation of vacant non-residential land use designations along the Okeechobee Boulevard corridor.

- a) Implement Future Land Use Amendment requirements and conditions of approval to supplement the sector planning program to insure appropriateness and timeliness of a Future Land Use Plan Amendment application.
 - 1) A market study documenting current and near-term future support for a proposed Activity Center shall be submitted.

- 2) A Master Plan in conformance with the requirements of Section 41.3.C.2.b of the ULDC, including a TPS review by the County, or its equivalent by the Town consulting engineer, shall be a required component of an Activity Center or an ISB Future Land Use Amendment application.
- 3) The Special Policy provisions of Objective 1.15 may be used to impose appropriate conditions of approval upon an Activity Center or ISB application necessary to address use, intensity, timing, compatibility and other relevant issues as determined by the Town Council.
- 4) Enact and enforce a “sunset” review procedure tied to the Master Plan for approved Activity Center and ISB Future Land Use Amendments to insure timely project implementation.



Item 7.b.

ORDINANCE NO. 2014-09

Charter Change Debt/Borrowing

Town of Loxahatchee Groves, FLORIDA

Town Council AGENDA ITEM REPORT

AGENDA ITEM No. 7.b.

MEETING DATE: 12/02/2014

PREPARED BY: Janet K. Whipple, Town Clerk

SUBJECT: Proposed Referendum – Amendment to the Town Charter – Section 6 Entitled “Budget and Appropriations” Subsection (6) Revenue Bonds; Lease-Purchase Contracts.

1.BACKGROUND/HISTORY

Problem Statement: Revenue Bonds and Lease Purchasing Contracts are not accessible to the Town Council without going to referendum.

Problem Solution: Place a referendum on the March 10, 2015 Municipal Election Ballot removing this item from the Town Charter, and enabling the Town Council to authorize borrowing where the repayment terms of which exceed thirty-six (36) months.

Previously during a Town Council Meeting, the Council directed the Town Attorney to draft appropriate enabling legislation.

2.CURRENT ACTIVITY

Currently, if the Town borrows money, the repayment terms, which exceeds thirty-six (36) months are in the Town Charter and requires approval by referendum.

3.ATTACHMENTS

Ordinance No. 2014-09

4.FINANCIAL IMPACT

Costs are undetermined at this time but will be incorporated in Municipal Election Fees.

5.RECOMMENDED ACTION

Request Council approve Ordinance No 2014-09 to allow the Charter Change, by referendum vote, concerning amending Section 6 entitled “Budget and Appropriations” deleting subsection (6) Revenue Bonds; Lease –Purchase Contracts.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM AN AMENDMENT TO THE CHARTER OF THE TOWN OF LOXAHATCHEE GROVES, TO AMEND SECTION 6, ENTITLED “BUDGET AND APPROPRIATIONS,” TO DELETE SUBSECTION (6) ENTITLED “REVENUE BONDS; LEASE-PURCHASE CONTRACTS,” WHICH WOULD REMOVE THE REQUIREMENT THAT CERTAIN TYPES OF BORROWING THAT EXCEED A REPAYMENT TERM OF THIRTY SIX (36) MONTHS BE APPROVED BY REFERENDUM ELECTION; PROVIDING FOR BALLOT TITLE AND SUMMARY; PROVIDING FOR NOTICE TO BE PUBLISHED IN ACCORDANCE WITH THE STATE OF FLORIDA ELECTION CODE; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF LOXAHATCHEE GROVES, AS A SPECIAL ELECTION WITH THE TOWN’S GENERAL MUNICIPAL ELECTION ON MARCH 10, 2015, AND PLACED ON THE ELECTION BALLOT FOR SAID ELECTION, AND IT SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE TOWN CHARTER AND CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 166, Florida Statutes, as amended, provides for a methodology of Charter amendments supplementary to and not in conflict with the Charter of the Town of Loxahatchee Groves, Florida; and

WHEREAS, Chapter 166, Florida Statutes, as amended, provides that such an amendment may be submitted to a referendum vote by the Town Council of the Town of Loxahatchee Groves, Florida, in an ordinance format; and

WHEREAS, Section 6, entitled “Budget and Appropriations,” subsection 6, entitled “Revenue Bonds; Lease-Purchase Contracts,” of the Town Charter requires approval by referendum

of certain borrowing where the repayment of which is in excess of thirty-six (36) months; and,

WHEREAS, removing subsection (6) of the Charter will enable the Town Council to authorize borrowing where the repayment terms of which exceeds thirty-six (36) months; provided that this change would not affect any referendum required by state law; and,

WHEREAS, the Town Council deems the proposed amendment to the Town Charter, as detailed herein, to be in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THAT:

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

Section 2. Section 6, entitled "Budget and Appropriations," subsection (6) entitled "Revenue Bonds; Lease-Purchase Contracts," of the Town Charter of the Town of Loxahatchee Groves, Florida, shall be amended as follows:

Section 6. Budget and appropriations.—

. . .

(6) REVENUE BONDS; LEASE-PURCHASE CONTRACTS.-- The provisions of this subsection have been deleted by approval of the Electors of the Town at the March 10, 2015, special referendum election.

~~Unless authorized by the electors of the town at a duly held referendum election, the council shall~~

~~not authorize or allow to be authorized the issuance of revenue bonds or enter into lease purchase contracts or any other unfunded multiyear contracts for the purchase of real property or the construction of any capital improvement, the repayment of which extends in excess of 36 months, unless mandated by state or federal governing agencies.~~

Section 3.

The Ballot Title shall be as follows:

AMEND CHARTER TO DELETE REFERENDUM REQUIREMENT FOR CERTAIN DEBT

Section 4. At the Special Election called herein, on March 10, 2015, the following question shall be placed on the ballot for consideration by the qualified electors of the Town of Loxahatchee Groves, Florida, and shall read as follows:

The Town Charter currently requires approval by referendum of revenue bonds, lease purchase contracts, or any other unfunded multiyear contracts to purchase real property or construct capital improvements where the repayment term exceeds thirty-six (36) months. Deleting this provision would permit the Town to borrow funds regardless of purpose or repayment term without a referendum unless a referendum is required by state law. Should the Town Charter be amended to delete this provision?

This proposed amendment has no financial impact to the Town

YES NO

Section 5. **Advertisement.** The Town Clerk of the Town of Loxahatchee Groves is hereby authorized and directed to advertise the referendum contemplated herein in accordance with the State of Florida Election Code.

Section 6. **Referendum Election.** Pursuant to Section 166.031(1), Florida Statutes, the Town Council of the Town of Loxahatchee Groves hereby calls a special election to be conducted with the Town's municipal election on March 10, 2015, for the purpose of placing the referendum to a vote of the electors of the Town of Loxahatchee Groves.

Section 7. **Codification.** It is the intention of the Town Council of the Town of Loxahatchee Groves that the provisions of this Ordinance shall become and be made a part of the Charter of the Town of Loxahatchee Groves, Florida, and that the Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 8. **Severability.** If any clause, section, or other part of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Ordinance.

Section 9. **Conflicts.** All Ordinances or parts of Ordinances, Resolutions, or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Section 10. **Effective Date.** This Ordinance shall take effect immediately upon its adoption. The amended charter as set forth in Section 2 above shall be effective upon approval by the electorate of the Town at the March 10, 2015, election.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON THE FIRST READING, THIS 2nd DAY OF DECEMBER, 2014.

PASSED ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON THE SECOND AND FINAL READING, THIS ___ DAY OF _____.

**TOWN OF LOXAHATCHEE
GROVES, FLORIDA**

ATTEST:

Mayor David Browning

Janet K. Whipple, Town Clerk

Vice-Mayor Ron Jarriel

Council Member Tom Goltzené

Council Member Ryan Liang

Council Member Jim Rockett

APPROVED AS TO LEGAL FORM:

Office of the Town Attorney



Item 7.c.

ORDINANCE NO. 2014-10

Charter Change – Road Improvement

**Town of Loxahatchee Groves, FLORIDA
Town Council AGENDA ITEM REPORT**

AGENDA ITEM NO. 7.c.

MEETING DATE: 12/02/2014

PREPARED BY: Janet K. Whipple, Town Clerk

SUBJECT: Proposed Referendum – A non-binding straw ballot relating to Roadway Improvement Policies by the Town of Loxahatchee Groves.

1. BACKGROUND/HISTORY

Problem Statement: The Town Council wants to know if the voters want roads improved.

Problem Solution: Place a referendum for a non-binding Straw Ballot on Road Improvements, within the Town, for consideration by the qualified electors of the Town of Loxahatchee Groves.

Previously during a Town Council Meeting, the Council directed the Town Attorney to draft appropriate enabling legislation.

2. CURRENT ACTIVITY

Town Council needs assistance in its further decisions relating to roadway improvement policies within the Town.

3. ATTACHMENTS

Ordinance No. 2014-10

4. FINANCIAL IMPACT

Costs are undetermined at this time but will be incorporated in Municipal Election Fees.

5. RECOMMENDED ACTION

Request Council approve Ordinance No 2014-10 to allow the qualified electors of the Town to vote a referendum on road resurfacing.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM A NON-BINDING STRAW BALLOT RELATING TO ROADWAY IMPROVEMENT POLICIES BY THE TOWN OF LOXAHATCHEE GROVES; PROVIDING FOR BALLOT TITLE AND SUMMARY; PROVIDING FOR NOTICE TO BE PUBLISHED IN ACCORDANCE WITH STATE OF FLORIDA ELECTION CODE; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF LOXAHATCHEE GROVES, AS A SPECIAL ELECTION WITH THE TOWN'S GENERAL MUNICIPAL ELECTION ON MARCH 10, 2015, AND PLACED ON THE ELECTION BALLOT FOR SAID ELECTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, issues of roadways and improvements thereto are important to the residents of the Town of Loxahatchee Groves, Florida; and,

WHEREAS, the Town Council finds it is in the best interest of the citizens and residents of the Town to propose a ballot question to the electorate of the Town in the nature of a non-binding straw ballot to assist the Town Council in its future decisions relating to roadway improvement policies within the Town.

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

Section 2.

The Ballot Title shall be as follows:

NON-BINDING STRAW BALLOT ON ROAD IMPROVEMENTS WITHIN THE TOWN

Section 3. At the special election with the Town's general municipal election on March

15, 2015, the following question shall be placed on the ballot for consideration by the qualified electors of the Town of Loxahatchee Groves, Florida, and shall read as follows:

This question is a non-binding opinion poll intended to provide feedback to the Town Council on determining a policy as to whether to resurface roadways within the Town. The Town's public roads are mainly dirt roads, and recently several roads have been resurfaced. Members of the Town Council may rely on this opinion poll in reviewing future policy. Do you support the resurfacing of dirt roads within the Town?

This proposed amendment has no financial impact to the Town.

YES NO

Section 4. Advertisement. The Town Clerk of the Town of Loxahatchee Groves is hereby authorized and directed to advertise the referendum contemplated herein in accordance with the Code of Ordinances of the Town of Loxahatchee Groves, Florida, as well as the State of Florida Election Code.

Section 5. Referendum Election. Pursuant to Section 166.031(1), Florida Statutes, the Town Council of the Town of Loxahatchee Groves hereby calls a special election to be conducted with the Town's municipal election on March 10, 2015, for the purpose of placing the referendum to a vote of the electors of the Town of Loxahatchee Groves.

Section 6. Severability. If any clause, section, or other part of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Ordinance.

Section 7. **Conflicts.** All Ordinances or parts of Ordinances, Resolutions, or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Section 8. **Effective Date.** This Ordinance shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON THE FIRST READING, THIS 2ND DAY OF DECEMBER, 2014.

PASSED ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON THE SECOND AND FINAL READING, THIS ___ DAY OF _____.

**TOWN OF LOXAHATCHEE
GROVES, FLORIDA**

ATTEST:

Mayor David Browning

Janet K. Whipple, Town Clerk

Vice-Mayor Ron Jarriel

Council Member Tom Goltzené

Council Member Ryan Liang

Council Member Jim Rockett

APPROVED AS TO LEGAL FORM:

Office of the Town Attorney



Item 7.d.

ORDINANCE NO. 2014-11

Charter Change – Election Criteria

**Town of Loxahatchee Groves, FLORIDA
Town Council AGENDA ITEM REPORT**

AGENDA ITEM No. 7.d.

MEETING DATE: 12/02/2014

PREPARED BY: Janet K. Whipple, Town Clerk

SUBJECT: Proposed Referendum – Amendment to the Town Charter – Section 7 Entitled “Elections”.

1.BACKGROUND/HISTORY

Problem Statement: Election criteria should not be incorporated within the Town Charter.

Problem Solution: Remove Section 7 “Elections” from the Town Charter.

Previously during a Town Council Meeting, the Council directed the Town Attorney to draft appropriate enabling legislation.

2.CURRENT ACTIVITY

The requirement of the Town Municipal Elections which need to conform to the Laws of Florida – Chapter 83-498 (Uniform Municipal Elections) cannot be changes unless they are presented to the electorate of the Town as a referendum, either in a Special Election or during a regular Municipal Election.

3.ATTACHMENTS

Ordinance No. 2014-11

4.FINANCIAL IMPACT

Costs are undetermined at this time but will be incorporated in Municipal Election Fees.

5.RECOMMENDED ACTION

Request Council approve Ordinance No 2014-11 to allow the Charter Change, by referendum vote, concerning removing Section 7 of the Town Charter entitled “Elections” which relates to Election Procedures, and convert them into ordinance form.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM AN AMENDMENT TO THE CHARTER OF THE TOWN OF LOXAHATCHEE GROVES, SECTION 7, ENTITLED "ELECTIONS," TO REMOVE SECTION 7 WHICH RELATES TO ELECTION PROCEDURES, FROM THE CHARTER, AND CONVERT THEM INTO AN ORDINANCE OF THE TOWN OF LOXAHATCHEE GROVES; PROVIDING FOR BALLOT TITLE AND SUMMARY; PROVIDING FOR NOTICE TO BE PUBLISHED IN ACCORDANCE WITH STATE OF FLORIDA ELECTION CODE; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF LOXAHATCHEE GROVES, AS A SPECIAL ELECTION WITH THE TOWN'S GENERAL MUNICIPAL ELECTION ON MARCH 10, 2015, AND PLACED ON THE ELECTION BALLOT FOR SAID ELECTION, AND IT SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING THAT SHOULD THE AMENDMENT BE APPROVED BY THE ELECTORATE OF THE TOWN, THE ELECTION PROVISIONS OF SECTION 7 OF THE TOWN CHARTER SHALL BE AN ORDINANCE OF THE TOWN; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE TOWN CHARTER AND CODE; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 166, Florida Statutes, as amended, provides for a methodology of Charter amendments supplementary to, and not in conflict with, the Charter of the Town of Loxahatchee Groves, Florida; and

WHEREAS, Chapter 166, Florida Statutes, as amended, provides that such an amendment may be submitted to a referendum vote by the Town Council of the Town of Loxahatchee Groves, Florida, in an ordinance format; and

WHEREAS, Section 7 of the Town Charter contains provisions for the conduct of elections within the Town, but such portions are customarily in the form of ordinances; and,

WHEREAS, removing the election provisions from the Charter and converting them into an ordinance will provide the Town Council with the ability to amend in the event of changes in

state election laws, changes in state election dates, and application by the Supervisor of Elections; and,

WHEREAS, the Town Clerk has recommended that the provisions of Section 7 of the Town Charter be converted into an ordinance of the Town; and

WHEREAS, the Town Council deems the proposed amendment to the Town Charter, as detailed herein, to be in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THAT:

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

Section 2. Article 7, entitled "Elections," of the Charter of the Town of Loxahatchee Groves, Florida shall be amended as follows:

Section 7 – Elections – The provisions of this Section have been converted into an ordinance of the Town of Loxahatchee Groves by approval of the Electors of the Town at the March 10, 2015, special referendum election.

~~Section 7. Elections.—~~

~~(1) ELECTORS.—Any person who is a resident of the town, who has qualified as an elector of this state, and who registers in the manner prescribed by law shall be an elector of the town.~~

~~(2) NONPARTISAN ELECTIONS.—All elections for the town council members shall be conducted on a nonpartisan basis without any designation of political party affiliation.~~

~~(3) ELECTION DATES.—A special election shall be held on the second Tuesday in March 2007, and regular elections shall be held on the second Tuesday in March of each election year, provided as follows:~~

~~(a) For the two council member seats that received the highest number of votes in the March 2007~~

~~election, the next election to fill the council member seats shall be held on the second Tuesday in March after the first Monday in March in 2010, and every 3 years thereafter.~~

~~(b) For the two council member seats that received the next highest number of votes in the March 2007 election, the next election to fill the council member seats shall be held on the second Tuesday in March after the first Monday in March in 2009, and every 3 years thereafter.~~

~~(c) For the remaining council member seat, the next election to fill the council member seat shall be held on the second Tuesday in March after the first Monday in March in 2008, and every 3 years thereafter.~~

~~(d) Such town elections shall be general town elections.~~

~~(4) RUNOFF ELECTIONS.— In the event no candidate for an office receives a majority of the votes cast for such office, the person receiving the largest number of votes cast will be elected. In the event two candidates receive an equal number of votes, a runoff election shall be held on the fourth Tuesday in March.~~

~~(5) TOWN CANVASSING BOARD.— The town canvassing board shall be composed of those members of the town council who are not candidates for reelection and the town clerk, who shall act as chair. At the close of the polls of any town election, or as soon thereafter as practicable, the canvassing board shall meet at a time and place designated by the chair and shall proceed to publicly canvass the vote as shown by the returns then on file in the office of the town clerk, and then shall publicly canvass the absentee elector ballots. The canvassing board shall prepare and sign a certificate containing the total number of votes cast for each candidate or other measure voted upon. The certificate shall be placed on file with the town clerk.~~

~~(6) SPECIAL ELECTIONS.— Special municipal elections, when required, shall be held in the same manner as regular elections, except that the town council, by ordinance, shall fix the time for holding such elections consistent with this charter and state law.~~

~~(7) GENERAL ELECTION.—~~

~~(a) The ballot for the general election shall contain the names of all qualified candidates for each respective council member seat and shall instruct electors to cast one vote for each council member seat, with a maximum of one vote per candidate. The candidate for each council member seat receiving the most votes shall be the duly elected council member for that designated council member seat.~~

~~(b) No election for any council member seat shall be required in any election if there is only one duly qualified candidate for the council member seat.~~

~~(c) If more than one candidate for a designated council member seat receive an equal and highest~~

~~number of votes, the candidates for the office receiving the highest vote in the general election shall run again in the runoff election.~~

~~(d) The candidate receiving the highest number of votes cast for the designated council member seat in the runoff election shall be elected to the designated council member seat. If the vote at the runoff election results in a tie, the outcome shall be determined by lot.~~

~~(e) The term of office of any elected official shall commence immediately after the election.~~

~~(f) All elected officers, before entering upon their duties, shall take and subscribe to the following oath of office:~~

~~“I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the state, and the charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State and the charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of council member upon which I am now about to enter.”~~

~~(g) The election laws of the state shall apply to all elections.~~

~~(h) Any member of the town council may be removed from office by the electors of the town following the procedures for recall established by general law.~~

Section 4. The Ballot Title shall be as follows:

ELECTION PROVISIONS OF CHARTER CONVERTED TO ORDINANCES

Section 5. At the Special Election called herein, on March 10, 2015, the following question shall be placed on the ballot for consideration by the qualified electors of the Town of Loxahatchee Groves, Florida, and shall read as follows:

The Town Charter contains election provisions relating to electors, nonpartisan elections, election dates, runoff elections, canvassing board, special elections and general elections. Converting these provisions into a Town ordinance will enable the Town Council to amend Town election provisions by ordinance without referenda. Should the Town Charter be amended to remove these provisions and convert them into a Town ordinance?

This proposed amendment has no financial impact to the Town

YES NO

Section 6. Advertisement. The Town Clerk of the Town of Loxahatchee Groves is hereby authorized and directed to advertise the referendum contemplated herein in accordance with the Code of Ordinances of the Town of Loxahatchee Groves, Florida, as well as the State of Florida Election Code.

Section 7. Referendum Election. Pursuant to Section 166.031(1), Florida Statutes, the Town Council of the Town of Loxahatchee Groves hereby calls a special election to be conducted with the Town's municipal election on March 10, 2015, for the purpose of placing the referendum to a vote of the electors of the Town of Loxahatchee Groves.

Section 8. Adoption of Election Ordinance. Upon the approval of the referendum question set forth herein, the following shall be an ordinance of the Town of Loxahatchee Groves, Florida:

(1) ELECTORS.—Any person who is a resident of the town, who has qualified as an elector of this state, and who registers in the manner prescribed by law shall be an elector of the town.

(2) NONPARTISAN ELECTIONS.—All elections for the town council members shall be conducted on a nonpartisan basis without any designation of political party affiliation.

(3) QUALIFICATION. —Candidates for each council seat must qualify for council elections by seat in accordance with applicable general law and the council members elected to those seats shall hold the seats 1 through 5, respectively. To qualify for office:

(a) Filing. —Each candidate for council member shall file a written notice of candidacy with the town clerk at such time and in such manner as may be prescribed by ordinance and shall make payment to the town of any fees required by general law as a qualifying fee.

(b) Registered elector. —Each candidate for council member shall be a registered elector in the state.

(c) Residency. —Each candidate for council member shall have maintained his or her domicile within the boundaries of the town for a period of 1 year prior to qualifying for election and, if elected, shall maintain such residency throughout his or her term of office.

(d) Deadline. —Any resident of the town who wishes to become a candidate for a council member seat shall qualify with the town clerk no sooner than noon on the last Tuesday in January, nor later than noon on the first Tuesday in February, of the year in which the election is to be held.

(4) ELECTION DATES.—A special election shall be held on the second Tuesday in March 2007, and regular elections shall be held on the second Tuesday in March of each election year, provided as follows:

(a) For the two council member seats that received the highest number of votes in the March 2007 election, the next election to fill the council member seats shall be held on the second Tuesday in March after the first Monday in March in 2010, and every 3 years thereafter.

(b) For the two council member seats that received the next highest number of votes in the March 2007 election, the next election to fill the council member seats shall be held on the second Tuesday in March after the first Monday in March in 2009, and every 3 years thereafter.

(c) For the remaining council member seat, the next election to fill the council member seat shall be held on the second Tuesday in March after the first Monday in March in 2008, and every 3 years thereafter.

(d) Such town elections shall be general town elections.

(5) RUNOFF ELECTIONS.—In the event no candidate for an office receives a majority of the votes cast for such office, the person receiving the largest number of votes cast will be elected. In the event two candidates receive an equal number of votes, a runoff election shall be held on the fourth Tuesday in March.

(6) TOWN CANVASSING BOARD.—The town canvassing board shall be composed of those members of the town council who are not candidates for reelection and the town clerk, who shall act as chair. At the close of the polls of any town election, or as soon thereafter as practicable, the canvassing board shall meet at a time and place designated by the chair and shall proceed to publicly canvass the vote as shown by the returns then on file in the office of the town clerk, and then shall publicly canvass the absentee elector ballots. The canvassing board shall prepare and sign a certificate containing the total number of votes cast for each candidate or other measure voted upon. The certificate shall be placed on file with the town clerk.

(7) SPECIAL ELECTIONS.—Special municipal elections, when required, shall be held in the same manner as regular elections, except that the town council, by ordinance, shall fix the time for holding such elections consistent with this charter and state law.

(8) GENERAL ELECTION.—

(a) The ballot for the general election shall contain the names of all qualified candidates for each respective council member seat and shall instruct electors to cast one vote for each council member seat, with a maximum of one vote per candidate. The candidate for each council member seat receiving the most votes shall be the duly elected council member for that designated council member seat.

(b) No election for any council member seat shall be required in any election if there is only one duly qualified candidate for the council member seat.

(c) If more than one candidate for a designated council member seat receive an equal and highest number of votes, the candidates for the office receiving the highest vote in the general election shall run again in the runoff election.

(d) The candidate receiving the highest number of votes cast for the designated council member seat in the runoff election shall be elected to the designated council member seat. If the vote at the runoff election results in a tie, the outcome shall be determined by lot.

(e) The term of office of any elected official shall commence immediately after the election.

(f) All elected officers, before entering upon their duties, shall take and subscribe to the following oath of office:

“I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the state, and the charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State and the charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of council member upon which I am now about to enter.”

(g) The election laws of the state shall apply to all elections.

(h) Any member of the town council may be removed from office by the electors of the town following the procedures for recall established by general law.

Section 9. Codification. It is the intention of the Town Council of the Town of Loxahatchee Groves that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Loxahatchee Groves, Florida, and that the Sections of this

Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 10. Severability. If any clause, section, or other part of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Ordinance.

Section 11. Conflicts. All Ordinances or parts of Ordinances, Resolutions, or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Section 12. Effective Date. This Ordinance shall take effect immediately upon its adoption.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON THE FIRST READING, THIS 2ND DAY OF DECEMBER, 2014.

PASSED ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON THE SECOND AND FINAL READING, THIS ___ DAY OF _____.

**TOWN OF LOXAHATCHEE
GROVES, FLORIDA**

ATTEST:

Mayor David Browning

Janet K. Whipple, Town Clerk

Vice-Mayor Ron Jarriel

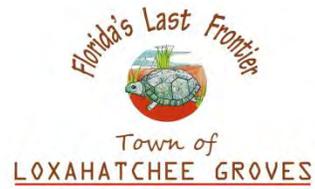
Council Member Tom Goltzené

APPROVED AS TO LEGAL FORM:

Office of the Town Attorney

Council Member Ryan Liang

Council Member Jim Rockett



Item 8.a.

MANAGER'S REPORT

AGENDA ITEM REPORT (AIR)
Casey Road - Before/After/Final
Gruber Lane
Palm Beach County Letter

Town of Loxahatchee Groves, FLORIDA Town Council AGENDA ITEM REPORT

AGENDA ITEM NO. 8.a.

MEETING DATE: 12/2/2014

PREPARED BY: William F. Underwood, II

SUBJECT: Manager Update

1.BACKGROUND/HISTORY

Problem Statement: The Town Council requests updates on activities and issues.

Problem Solution: Provide the Council with an update.

At the Council meeting of October 7, 2014, it was noted that items in this category be provided as part of a written report.

2.CURRENT ACTIVITY

- **Road Clearance:** Casey Road was very overgrown (*attached photo*) and in need of some immediate resolution.
 - This road was cleared of the overgrowth (*attached photos*) and the road has a new look.
- **Road Clearance:** The Mayor and Town Council received a letter of commendation from Mr. William Cannon, a thirty year resident of the Town, regarding the clearing of Gruber Lane (*attached with photo*).
- **Trails:** At the Town Council meeting of 11/18/2014, the Council approved the Town drafted ILA for funding the trails, maintenance easements, and roads. The ILA was transmitted to the LGWCD on Wednesday, 11/19/2014.
 - Subsequent to the ILA transmittal, the Town Attorney, and staff met with the LGWCD attorney and administrator on Friday, 11/21/2014, at the office of the district's attorney.
 - Substantial progress was made. The Town attorney provided the district's attorney with a summary of the discussion points to be incorporated within a jointly prepared ILA.
 - As of 11/25/2014, the Town Attorney has not received a response regarding the discussion points.
 - This working group will labor to complete the agreement and present to the respective legislative boards as soon as practical.
- **Building:** Update to work related to the Chamber of Commerce building was included in the November 18, 2014 agenda. The Council instructed staff to begin negotiations with

the Chamber of Commerce staff.

- Staff has entered this discussion, the Town Attorney and staff had a teleconference to draft a contract for the acquisition.
- A teleconference was held on 11/24/2014 with Wayne Burns, Executive Director of the Chamber.
- Staff is attempting to finalize negotiations and should be able to complete the process and present a contract for purchase at the 12/16/2014 Council meeting.
- **Roads:** Negotiations continue for B Road improvements which will go from Southern Boulevard to Okeechobee Boulevard.
 - Staff was working toward holding the second hearing on an ordinance in November to provide appropriate zoning classification to the involved parcels.
 - Initially, staff worked to have this item tentatively move forward for the December 2, 2014 Council Meeting.
 - This effort is being moved to a January timeframe.
 - Town Attorney and I met with the working group on Friday 11/21/2014 in West Palm Beach. Significant discussion occurred and the Town Attorney and I reiterated the Town Council position that no funding will come from the Town for this improvement.
 - The LGWCD will be providing necessary easement for this road prior to the project initiation.
- **Roads:** The Town received a letter dated November 21, 2014, from Khurshid Mohyuddin, Principal Planner, for Palm Beach County Board of County Commissioners. The letter indicates the BOCC is planning a Comprehensive Plan Amendment to remove a right of way segment of SR 7 between Northlake Blvd and Beeline Highway. There are several public hearings on the matter (*attached letter*) and staff is requesting from the Council if they would like to submit comment.

3. ATTACHMENTS *Ugg'Dcemwr +

4. FINANCIAL IMPACT

Not applicable.

5. RECOMMENDED ACTION

Motion to receive and file report.









November 19, 2014

Dear Mayor Browning, Town Council, and Staff,

I would like to personally commend you for your efforts in removing the excess vegetation from Gruber Lane, making the road both clearer and safer. My family and I have lived in Loxahatchee for the past thirty years and are very glad to have the recent improvements to the roadways, especially the paving done over the last few years. You have all done a good job making Loxahatchee a better place to live and will continue to have my support.

Regards,

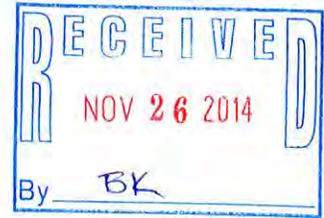
William Cannon

P.S. (Attached are pictures of the improved state of Gruber Ln.)





November 24, 2014



Mr. William F. Underwood II, Town Manager
Town of Loxahatchee Groves
14579 Southern Blvd. Suite 2
Loxahatchee, FL 33470

**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
Executive Office 233-5228
www.pbcgov.com/pzb



**Palm Beach County
Board of County
Commissioners**

- Shelley Vana, Mayor
- Mary Lou Berger, Vice Mayor
- Hal R. Valeche
- Paulette Burdick
- Steven L. Abrams
- Melissa McKinlay
- Priscilla A. Taylor

County Administrator

Robert Weisman

"An Equal Opportunity
Affirmative Action Employer"

Official Electronic Letterhead

**RE: Notice of Proposed Comprehensive Plan Amendment
Palm Beach County Amendment Round 15-1**

Dear Mr. Underwood II:

This letter is being provided as a courtesy notice of a proposed amendment to Palm Beach County's Comprehensive Plan for the 15-1 Amendment Round. The amendment will modify the Thoroughfare Right of Way Map (TIM), TE 14.1, to remove right of way for the segment of State Road 7 between Northlake Boulevard and the Beeline Highway. This is a county-initiated amendment in response to a condition raised by the U.S. Fish and Wildlife Service (agreed by FDOT) to the Federal Highway Administration regarding the Conceptual Mitigation Plan for the FDOT's proposed extension of the segment of SR-7 from 60th Street N to Northlake Boulevard.

The County will hold public hearings to consider the amendment as follows:

Local Planning Agency (LPA): *Friday, Dec. 12, 2014*, beginning at 9:00 a.m., Planning, Zoning and Building Dept., 1st Floor Conf. Room 1W-47, 2300 North Jog Rd, West Palm Beach, FL 33411

Board of County Commissioners (BCC) Transmittal: *Thursday, January 22, 2015*, beginning at 9:30 a.m., 6th Floor Chambers, 301 North Olive Ave., West Palm Beach, FL 33411

Board of County Commissioners (BCC) Adoption: *Wednesday, April 29, 2015*, beginning at 9:30 a.m., 6th Floor Chambers, 301 North Olive Ave., West Palm Beach, FL 33411

Meeting agendas and materials will be available on the Planning Division website prior to the public hearings at: <http://www.pbcgov.com/pzb/planning/>

Comments may be provided at the public hearings and/or submitted in writing to me at the address provided to the left. Should you have any questions, please contact me at (561) 233-5351 or Kim Graham of Traffic Division at (561) 684-4030.

Sincerely,


Khurshid Mohyuddin, Principal Planner

cc: Lisa Amara, Amendment Coordinator
Kim Graham, Assistant Director, Traffic Division

T:\Planning\AMEND\15-1\Transportation\SR7 TIM\Interested Party Notice-Town of Loxahatchee.docx



Item 9.a.

OLD BUSINESS

**Consideration for Municipal Financial System Software SaaS
Proposal**

Town of Loxahatchee Groves, FLORIDA Town Council AGENDA ITEM REPORT

AGENDA ITEM NO. 9.a.

MEETING DATE: 12/2/2014

PREPARED BY: William F. Underwood, II

SUBJECT: Municipal Financial Software

1.BACKGROUND/HISTORY

Problem Statement: The Town Council requested the FAAC provide a recommendation regarding selection of municipal financial software.

Problem Solution: Provide the Council the recommendation from the FAAC and staff.

As the Council is aware, UMSG recommended the Town acquire its own financial software in order that transitions to future management firms can be accomplished with less difficulty than in past transitions. Staff has subsequently provided a RFP for software as a service (SaaS) provider and received several responses. The FAAC recommended that three firms be afforded time to present to the Town. The Finance Advisory and Auditing Committee heard presentations from three (3) vendors offering Software as a Service (SaaS) for financial accounting software for the Town at its October meeting.

2.CURRENT ACTIVITY

The Committee reviewed the presentations and provided feedback at their regular meeting of November 24, 2014. At this meeting the staff presented a recommendation to the FAAC for their vote to recommend a firm to the Town Council.

Attached is a memorandum dated November 19, 2014, from UMSG making a recommendation for a SaaS company. The recommendation from staff to the FAAC is to endorse the FAAC vote to recommend the Town Council authorize the Town Attorney and staff to negotiate a contract with Blackbaud.

3.ATTACHMENTS

Letter Dated November 19, 2014, from UMSG

4.FINANCIAL IMPACT

Nothing at this time; however, the first year cost is scheduled to be \$10,688. FY2015 Budget for this expenditure is \$11,919 under Accounting and Auditing Account No. 001-513-491-000.

5.RECOMMENDED ACTION

Motion to authorize the Town Attorney and staff to prepare a contract for service between the Town and Blackbaud.

Underwood Management Services Group, LLC

840 N.E. Stokes Terrace
Jensen Beach, Florida 34957
Telephone: 772.233.1511

William F. Underwood, II
Managing Partner
Email: umsg@att.net

MEMORANDUM

TO: FAAC COMMITTEE

FROM: William F. Underwood, II *WFM*

DATE: November 19, 2014

SUBJECT: Municipal Financial System Software SaaS Proposals Recommendation

As the FAAC is aware, the Committee and staff reviewed and the software proposals made by the three firms short-listed by the Committee. The three firms were:

- Blackbaud
- Springbrook
- Tyler Incode

The presentations provided by the three firms were acceptable and the Committee and staff received answers to many questions proffered to the vendors. As you will recall, a couple of the most significant issues were security, data centers, implementation, effort, and costs. Additionally, the firms were requested to provide information relative to SaaS 117 formerly SOC 1 and SOC 2, and local Florida government references.

Blackbaud and Springbrook provided generic responses to the security issue, and offered to provide additional information assuming the Town would sign a Confidentially Agreement. Tyler did provide an explanation; however, in my opinion the response was difficult to discern the level of security actually provided. We have not entered into Confidentially Agreement with the other two firms; however, the Attorney did recommend submission of an Affidavit by the vendors in lieu of a Confidentially Agreement. As of this writing we have not requested Affidavits from any of the vendors. Regardless of staff's ability to resolve this issue, we are confident the firms do provide adequate security of the data.

Blackbaud provided several governmental entities in Florida, and two in Palm Beach County, Town of Gulf Stream, and the Palm Beach County Supervisor of Elections. Staff contacted both Gulf Stream and the Supervisor of Elections. Gulf Stream advised that they are satisfied with the software, and we are awaiting a response from the Supervisor of Elections' staff.

Based on the presentation received, responses to the additional questions regarding data security and references, and finally the costs of the three systems, it appears that justification exists for the selection of a firm. We believe that Blackbaud provides the best cost benefit to the Town and into the future. As requested by the Committee, staff did discuss with all vendors the elements necessary for Town operations. Tyler and Blackbaud provided adjustments to their original proposals.

Blackbaud increased the number of seats (users) from two (2) to three (3) ; provided two more years of additional training support in years 2 and 3 at a cost of \$2,000 as an annual option while providing the greatest reduction from their original proposal as follows:

Proposal	Total Startup and 1 st year	2 nd year	3 rd year	4 th year	5 th year	Totals
Original	\$11,919	\$8,690	\$8,690	\$8,690	\$8,690	\$46,679
Adjusted	\$10,688	\$7,988	\$7,988	\$5,988	\$5,988	\$38,640