



**TOWN OF LOXAHATCHEE GROVES**

**TOWN COUNCIL MEETING**

**AGENDA**

**TUESDAY, October 20, 2015**

*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, October 20, 2015 - 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.)*

TOWN HALL

155 F Road, Loxahatchee Groves, Florida 33470

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

Town Manager William F. Underwood, II  
Town Clerk Virginia M. Walton  
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. Minutes: May 5, 2015
- b. Minutes: September 29, 2015

**3. PUBLIC COMMENTS**

**4. PRESENTATIONS**

- a. B Road Improvements Update – Randy Wertepny, Keshavarz Associates

**5. COMMITTEE REPORTS - NONE**

**QUASI JUDICIAL**

**6. ORDINANCES**

- a. **ORDINANCE NO. 2015-07 / FIRST READING:** Okeechobee Boulevard Rural 5 Overlay to the Maps Element

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AMENDING THE TOWN OF LOXAHATCHEE GROVES, FLORIDA COMPREHENSIVE PLAN, IN ACCORDANCE WITH SECTION 163.3184(3) FLORIDA STATUTES TO: (1) ADD MAP #FLU 1.10.1: OKEECHOBEE RURAL 5 OVERLAY TO THE MAPS ELEMENT; (2) AMEND TABLE 1-8 FUTURE LAND USES OF THE FUTURE LAND USE ELEMENT TO ADD THE OKEECHOBEE RURAL 5 (OR 5) LAND USE CATEGORY; AND (3) ADD OBJECTIVES 1.16, 1.17, 1.18 AND 1.19, INCLUDING SUPPORTIVE POLICIES, TO THE TEXT OF THE FUTURE LAND USE ELEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**7. RESOLUTIONS –**

- a. **RESOLUTION NO. 2015- 35/** Relating to a Zoning in progress for Recreational Vehicle Uses on Residentially-Zoned Properties

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AUTHORIZING A PILOT PROGRAM TO REVIEW TEMPORARY RECREATIONAL VEHICLE USES ON RESIDENTIALLY-ZONED PROPERTIES WITHIN THE TOWN; PROVIDING FOR A ZONING IN PROGRESS CONSISTENT WITH THE PROVISIONS SET FORTH HEREIN TO PERMIT THE PILOT PROGRAM THROUGH MAY 1, 2016, TO ALLOW TOWN MANAGEMENT AND PLANNING STAFF TO STUDY SUCH USES IN ORDER TO POTENTIALLY PROPOSE CHANGES TO THE TOWN'S UNIFIED LAND DEVELOPMENT REGULATIONS TO REGULATE TEMPORARY RECREATIONAL VEHICLE USES WITHIN THE TOWN; PROVIDING FOR THE RULES AND REGULATIONS FOR TEMPORARY RECREATIONAL VEHICLE USES DURING THE PERIOD OF THE ZONING IN PROGRESS SET FORTH HEREIN; PROVIDING FOR APPLICATIONS; PROVIDING FOR FEES; PROVIDING FOR ENFORCEMENT;

PROVIDING FOR REVIEW AND REPORT BY THE TOWN MANAGER; PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.

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

- a. **Agenda Item Report (AIR)** - Updates on various activities and issues concerning the Town.

Attachment - FY2016 Town Hall Holiday Schedule  
Simmons & White Traffic Signal Analysis

- b. Palm Beach County Sheriff's Office (PBSO), District 15 Loxahatchee Groves Monthly Report: August 2015 (*on file*)

**9. OLD BUSINESS – *NONE***

**10. NEW BUSINESS**

- a. FY2016 Town Council Meeting Schedule
- b. Work Authorization for Trail Grants
- c. Discussion and Direction on Establishment of Policy relating to the acceptance of Quit Claim Deeds to the Town – Sean Rice and Rachel Lotero – 14721 Paradise Trail
- d. Instruction and authorization for Town Manager, Town Attorney, and Workgroup to draft appropriate language to prohibit animal slaughtering
- e. Attendance at Florida League of Cities 55<sup>th</sup> Annual Legislative Conference – Town Council and Town Manager
- f. Discussion and direction on Culvert Replacement Policy – *Postponed to November 6, 2015*

**11. COUNCIL REPORTS**

- a. Vice Mayor Jarriel
  - 1. IGC Meeting Schedule

**12. CLOSING COMMENTS**

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

**13. ADJOURNMENT**

*The next regular Town Council Meeting is tentatively scheduled for November 3, 2015.*

**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**

**Minutes – May 5, 2015**



## Town of Loxahatchee Groves Town Council Meeting

Tuesday, May 5, 2015 - 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, II  
Town Clerk Janet K. Whipple  
Town Planning Consultant Jim Fleischmann  
Town Attorney Michael D. Cirullo, Jr.

### MINUTES

#### 1. OPENING

- a. Call to Order & Roll Call

Mayor Browning called the meeting to order at 7:00 p.m. Present were Mayor David Browning, Vice-Mayor Ron Jarriel, Councilmen Tom Goltzené, Ryan Liang and Jim Rockett. Also present were Town Manager Bill Underwood, Town Attorney Mike Cirullo, and Town Clerk Janet K. Whipple.

- b. Pledge of Allegiance & Invocation – Mayor Browning
- c. Approval of Agenda

Town Manager Underwood requested a change for two (2) Agenda Items. Add a 10.b. as a new Agenda Item, re sending a letter, concerning traffic calming, to Palm Beach County Commissioner Melissa McKinlay; and a request to consider removing Item Number 9.a. until a future date.

Town Attorney Cirullo explained that Mr. Harris's attorney was out of town and had requested as postponement (for Item 9.a.) the Item can be brought back for Council review.

**Motion: Councilman Rockett made a motion to allow both attorneys to decide when they can come back for their presentations to Council, and to approve the Agenda, as amended. Councilman Goltzené seconded the motion. Upon vote, the motion passed 5/0.**

**2. CONSENT AGENDA**

- a. Invoice from Goren, Cherof, Doody & Ezrol, P.A.
- b. Minutes: *NONE*
- c. Consideration to ratify donation to the Loxahatchee Groves Elementary School's PTO Annual Spring Carnival and Silent Auction. Presentation was made during the January 20, 2015, Town Council Meeting, and Council chose to make a decision during a following meeting.  
*(Brought Forward from 04/21/2015)*

**Motion: Councilman Rockett made a motion to approve the Consent Agenda. Councilman Goltzené seconded the motion. Upon vote, the motion passed 5/0.**

**3. PUBLIC COMMENTS**

Bill Louda, 1300 E Road, spoke on tipping fees for manure hauling, and wished everyone a Happy Cinco de Mayo.

Ken Johnson, 15409 Collecting Canal Road, pulled his comment.

**4. PRESENTATIONS – *NONE***

**5. COMMITTEE REPORTS**

- a. Virginia Standish, Chair of the Finance Advisory and Audit Committee (FAAC) to present the Financial Report ending ~~April~~ March, Fiscal Year 2015.

Mrs. Standish provide her Finance Advisory and Audit Committee Report, and noted Councilmen Rockett and Liang were both in attendance. She also referenced comments made by Committee Member Lung Chiu concerning the Sunshine Law and reported the FAAC was fully aware of these rules.

**Motion: Councilman Liang made a motion to approve the Financial Report ending March (not April), Fiscal Year 2015, as presented. Vice-Mayor Jarriel seconded the motion. Upon vote, the motion passed 5/0.**

**6. RESOLUTIONS – *NONE***

*(Clerk Note: Upon motion and second to adjourn the April 21, 2015 Town Council Meeting at 10:27 p.m. some of the following Agenda items have been brought forward.)*

**7. ORDINANCES**

- a. **ORDINANCE 2015-02 ORDINANCE NO. 2015-02 / FIRST READING:**  
*(Council Board Appointment for Planning & Zoning Board / Local Planning Agency (LPA) Members).*

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AMENDING ORDINANCE 2011-011, WHICH ESTABLISHED THE TOWN'S PLANNING AND ZONING BOARD, AS AMENDED BY ORDINANCE 2012-02, TO AMEND SECTION 2, SUBSECTION ENTITLED "COMPOSITION AND TERM OF OFFICE", TO CHANGE THE TERM OF OFFICE FOR PLANNING AND ZONING BOARD MEMBERS FROM THREE YEAR TERMS TO ONE YEAR TERMS; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE. *(Brought Forward)***

Town Manager Underwood explained this was the final Board that had to be brought into conformity.

Town Attorney Cirullo read the title of Ordinance No. 2015-02.

**Motion: Councilman Liang made a motion to approve Ordinance No. 2015-02 on First Reading. Vice-Mayor Jarriel seconded the motion. Upon roll call vote, the motion passed 5/0.**

- b. **ORDINANCE NO. 2015-03 / FIRST READING:** *(Prohibiting Disposal of Waste Materials)*

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PROHIBITING THE DISPOSAL OF WASTE MATERIALS, AS DEFINED HEREIN, WITHIN THE TOWN; PROVIDING FOR DEFINITIONS; FINDING THAT A VIOLATION OF THIS ORDINANCE SHALL BE DEEMED A NUISANCE; PROVIDING FOR ENFORCEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE. *(Brought Forward)***

Town Manager Underwood explained the revisions Ordinance No. 2015-03 provided, and that backup was provided.

Council discussed tipping fees, foreign substances contained in some mulch, payments and percentages.

Town Attorney will make changes to Ordinance No. 2015-03 concerning tipping fees, as suggested by Council.

Town Attorney Cirullo read the title of Ordinance No. 2015-03.

**Motion: Councilman Liang made a motion to approve Ordinance No. 2015-03 on First Reading, as amended. Vice-Mayor Jarriel seconded the motion.**

Discussion ensued, with Council and residents expressing their opinions and concerns.

**Upon roll call vote, the motion passed 5/0.**

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

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

Town Manager Underwood informed Council of progress on various Town matters.

- b. **PBSO District 15, Loxahatchee Groves Monthly Report March 2015:** *(On File)*  
*(Brought Forward)*
- c. **Fire Rescue Response Time for February and March 2015:** *(On File)*  
*(Brought Forward)*

**9. OLD BUSINESS**

- a. Consideration in determining whether forfeiture provisions to remove a Town Council Member in question falls within the parameter of the Town Charter.  
*(Attachment)*  
*(Tabled at April 7, 2015 Town Council Meeting to May 5, 2015 Meeting)*  
*(Removed from this Agenda)*

**10. NEW BUSINESS**

- a. Consideration to engage the Town's Engineer to undertake and perform all activities necessary to implement the B Road improvements as envisioned through the B Road Agreement, the Town's portion of the B Road improvements and Resolution No. 2015-08. *(Brought Forward)*

Town Manager Underwood provided his recommendation.

Councilman Goltzené recused himself from the discussion, and vote, due to a conflict of interest.

**Motion: Councilman Liang made a motion to move forward with the survey. Vice-Mayor Jarriel seconded the motion. Upon vote, the motion passed 4/0.**

Town Manager Underwood noted the funding, would come from the Escrow Account.

**10. b. (new item) Letter to Palm Beach County Commissioner Melissa McKinlay concerning traffic calming.**

Mayor Browning extended his commendation to Town residents living on Folsom Road for speaking with Palm Beach County Commissioner Melissa McKinlay concerning traffic calming, a possible traffic light, and to have Folsom Road be taken off the Palm Beach County Thoroughfare Plan.

**Motion: Councilman Liang made a motion to send a letter to Commissioner McKinlay requesting Folsom Road be taken off the Thoroughfare Plan. Councilman Goltzené seconded the motion. Upon vote, the motion passed 5/0.**

**11. COUNCIL REPORTS**

a. Vice-Mayor Jarriel

- i. Joint Workshop: Town Council and Loxahatchee Groves Water Control District (LGWCD) Supervisors.

Vice-Mayor Jarriel would like to keep the Workshop on May 19, 2015, prior the the Regular Town Council Meeting.

Discussion ensued.

**Motion: Vice-Mayor Jarriel made a motion to commence the Workshop at 6:00 p.m. on Tuesday May 19, 2015. Councilman Liang seconded the motion.**

Council added additional comments; and members of the audience expressed their opinions as well.

**Upon vote, the motion passed 5/0.**

- ii. Request for Proposals – Mowing and Hedging

Vice-Mayor Jarriel requested that Town Manager Underwood begin working on an agreement for mowing and hedging for Town roads.

**It was the consensus of Council to have Town Manager Underwood move ahead with an agreement allowing mowing and hedging of Town roads for two to three (2-3) weeks.**

- iii. Discussion of Resolution No. 2014-08 Confirming Town Council Meetings dates, time, and place.

Vice-Mayor Jarriel asked if we needed a new resolution for future Council Meeting in the new Town Hall.

Councilman Goltzené left the dais, on an emergency, at 8:20 p.m.

Town Attorney Cirullo will draft a resolution, for notification that future Council Meetings will now be held at the new Town Hall location (155 F Road, Loxahatchee Groves, Florida).

b. Councilman Rockett

- i. Discussion Relative to public comments at all Committee and Board Meetings – Resolution 2013-03A.

Councilman Rockett requested that Public comments be allowed at all board/committee meetings.

Town Attorney Cirullo will prepare a resolution.

**It was a consensus of the Council directing the Town Attorney to prepare a resolution concerning Public Comments at all board/committee meetings.**

- ii. Discussion and Recommendations to Solid Waste Monitoring Contract to include services, budget, and operations. (Reference Town Management Contract)

Councilman Rockett elaborated on the situation, and felt there was a problem with the Town Budget. He recommended that Council have Town Manager Underwood put together a Budget Amendment, and find whatever additional funds we can find to put into that service.

Town Manager Underwood reported on the funding.

Council discussed with Town Manager Underwood concerns over the waste monitoring situation.

Members of the audience provided input, and expressed their issues and opinions on the subject.

Mayor Browning expressed his concerns that nurseries are having their trash picked up, at no cost, when he is paying for it as a resident. He also requested this obligation be placed under Town Management.

It was the Consensus of Council to bring back a budget amendment concerning Waste Monitoring Contract.

Town Manager Underwood reminded everyone that the Town Hall Grand Opening will commence at the new location, from 10:00 a.m. to 1:00 p.m., Saturday, June 13, 2015.

**12. CLOSING COMMENTS**

Public

Bill Louda, 1300 E Road, spoke on flood zones, tipping fees, attorneys for Councilman Liang and Keith Harris, public speaking at committee meeting, trails, water sampling.

Dennis Lipp, 13402 North Road, expressed his concerns with waste monitoring. He referenced hedge trimming, and noted he was originally against waste monitoring from Town Management Team. The Town does not need to pay anyone to be a monitor. Residents will call in if they have a problem. He referenced hedge trimming. Requested we keep the big picture at the corner of N Road and West G Road.

a. Town Attorney

Town Attorney Cirullo was sorry to see Billy Donovan leave, and “Go Gators”.

Ken Johnson, 15409 Collecting Canal Road, came to the podium again to request the Town Manager review Lung Chiu’s comment referencing the motion from Ken Johnson during the Financial Audit and Advisory Committee (FAAC) Meeting. The motion may no have been voted on.

b. Town Council Members

Councilman Rockett thanked everyone for coming.

Councilman Liang was sorry there was no guacamole, and thanked the audience for spending the holiday (Cinco de Mayo) at the meeting.

Vice-Mayor Jarriel referenced the packed house.

Mayor Browning thanked everyone for coming and hoped the horse people understand the two different entities, but noted all will be worked out.

**ADJOURNMENT**

There being no further business to come before Council, Mayor Browning adjourned the meeting.

\_\_\_\_\_  
for: Janet K. Whipple, Town Clerk

\_\_\_\_\_  
David Browning, Mayor

*These minutes were approved during the \_\_\_\_\_ Town Council Meeting.*



**Item 2.b.**

**CONSENT AGENDA**

**Minutes – September 29, 2015**



**Town of Loxahatchee Groves  
Town Council Special Meeting  
Tuesday, September 29, 2015 - 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

**MINUTES**

**1. OPENING**

- a. Call to Order & Roll Call

Mayor Browning called the meeting to order at 7:00 PM. Upon roll call the following members were present: Mayor David Browning, Vice Mayor Ronald D. Jarriel, and Councilmen Tom Goltzene, Ryan Liang absent, and Jim Rockett. Also in attendance were Town Manager Bill Underwood, Town Attorney Mike Cirullo, and Acting Town Clerk Perla Underwood.

- b. Pledge of Allegiance & Invocation – Mayor Browning  
c. Approval of Agenda RJ Moved, Seconded TG to approve Agenda. 4/0.

**2. CONSENT AGENDA - NONE**

**3. PUBLIC COMMENT**

Rick Christmas, PBC Fire Rescue Union, appeared before the Town Council to discuss the Union's participation in community relations. Mr. Christmas provided the Town Council with an overview of services that the Palm Beach County Fire Rescue provides the community. Town Council recommended he speak to Marge Herzog, President of Loxahatchee Groves Landowners Association.

**4. PRESENTATIONS – NONE**

**5. COMMITTEE REPORTS - NONE**

**6. RESOLUTIONS**

- a. **RESOLUTION NO. 2015-30: PUBLIC HEARING / FINAL MILLAGE**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ESTABLISHING AND ADOPTING THE FINAL MILLAGE FOR**

**THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PURSUANT TO THE BUDGET SUMMARY FOR THE FISCAL YEAR 2015-2016, IN ACCORDANCE WITH CHAPTER 200, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.**

**Town Manager** advised that at the last meeting, Town Council adopted a Tentative Millage rate of 1.4718 mills representing a 36.8% increase over the roll back rate of 1.0758 mills.

Vice Mayor Jarriel Moved to adopt Resolution 2015-30 establishing and adopting the final millage for the Town at 1.4718 representing a 36.8% increase over the roll back rate of 1.0758 mills.

Councilman Rockett advised that he is not in favor of the increase and would prefer the Town set a the millage rate at 1.2 mills. He advised that he does not see a reason to raise the rates, and further does not understand what an initial increase will get the Town. Councilman Rockett further explained that he does not believe that non-resident landowners should be treated differently than those that live in the community, and feels that some benefits more than others in the community.

**Councilman Ryan Liang entered meeting at 7:15 PM.**

Councilman Goltzene stated that he feels the increase will offset the funding we provide the LGWCD.

Vice Mayor Jarriel stated that his priority is for the residents, and reminded the Council that at incorporation the Town's tax rate was at 1.5 mills. Vice Mayor Jarriel again expressed his belief that commercial properties should be paying more, and those additional revenues will benefit the residents.

Mayor Browning reminded the Town Council that 70% of voters wanted their roads improved, but the same number did not want to pay for them. He was surprised by those results. He also expressed his concerns with respect to decreases in state shared revenues in the future. He agree with Vice Mayor Jarriel that the Town has a responsibility with respect to drainage problems as well as the repairs needed to the edges of the new improved roads and because of those reasons he advised that he was in favor of the increase in the millage rate.

Councilman Liang stated that many of Vice Mayor Jarriel's points are valid; however, it also is about how soon the Town wants these projects completed.

Doreen Baxter – North Road

Provided with Town Council with a line item detail on all increases included in the 2016 Town Budget. Councilman Rockett Moved, and Seconded by Vice Mayor Jarriel to receive and file the report prepared by Ms. Baxter.

Dennis Lipp – North Road

Requested that Town Council not increase the millage at this time.

Virginia Standish – North Road

Requested Town Council fight proactively for roads, and pointed to Indian Trails testing of new products for the dirt roads.. Also pleaded with the Town Council to consider applying for grants before looking to borrow monies for road improvements.

The vote on the motion passed, 3/2. Councilman Liang and Rocket voting no.

**RESOLUTION NO. 2015-31: PUBLIC HEARING / FINAL BUDGET**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016; ADOPTING FISCAL POLICIES; AND PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.**

Councilman Liang Moved, and Seconded by Vice Mayor Jarriel to adopt the Fy2016 Budget.

During discussion, Councilman Goltzene stated he would like to look at the long term, and suggested making improvements for the residents that we have promised to do in the past. He expressed a desire to make drainage improvements on Town roads; however, he advised that is does not know how the Town shall determine priority for improvements.

Councilman Liang advised that he believes drainage on all roads needs to be addressed first, followed by trails improvements.

Councilman Rockett agreed with Councilman Goltzene that this is a many years plan. Also agreed with Councilman Liang with respect to drainage, and doing the trail on 6<sup>th</sup> Court North. He also expressed difficulty with respect to prioritizing road projects.

Vice Mayor Jarriel requested that 161<sup>st</sup> Terrace North be removed as a project for consideration. He also favored drainages on Town Roads and felt that 24<sup>th</sup> Circle North should also be included for drainage improvements.

Mayor Browning agreed with Vice Mayor Jarriel to removes 161<sup>st</sup> Terrace North from the list of Town Council projects. Agreed with Councilman Goltzene that with respect to hedging, the Town should remove all evasive Brazilian peppers rather than cutting them back, and Councilman Rockett that residents should participate in the cost of road

Following a lengthy discussion, Councilman Liang Moved, and Seconded by Vice Mayor Jarriel to amend their motion to approve the transfer of \$1,000,000 from Transportation Fund's Fund Balance from General Fund's Fund Balance to the Capital Improvement Fund, and including the \$100,000 donation from Big Dog for the improvements at D Road and Okeechobee Boulevard as part of the Capital Improvement Plan as well. The vote on the motion passed, 4/1. Councilman Rockett voted no.

Dennis Lipp – North Road

Inquired about ballot language deadline for borrowing monies, and the Town consideration of doing a bond issue for the improvements.

Virginia Standish – north road

Expressed her desire that the first priority be the \$40,000 for the trail on North Road, followed by surveying and permitting, horse crossings at B and F Roads, 6<sup>th</sup> Court North trail should be funded by General Fund.to do first. Again she requested that Town Council look to apply for grants before borrowing monies for the improvements, and finally requested that Council consider that the life of the bonds should not exceed life of the improvement.

**7. ORDINANCES – *NONE***

**8. TOWN MANAGER REPORTS – *NONE***

**9. OLD BUSINESS -*NONE***

**10. NEW BUSINESS - *NONE***

**11. CLOSING COMMENTS**

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

**12. ADJOURNMENT**

There being no further business to come before the Town Council, Mayor Browning adjourned the meeting at 8:30 PM.

\_\_\_\_\_  
Perla D. Underwood, Acting Town Clerk

\_\_\_\_\_  
Mayor David Browning

*These minutes were adopted at \_\_\_\_\_ meeting of Town Council.*



**Item 4. b.**

**PRESENTATIONS**

**B Road Improvements Update**

**Randy Wertepny, Keshavarz Associate**

**Town of Loxahatchee Groves, FLORIDA**  
**Town Council**  
**AGENDA ITEM REPORT**  
**AGENDA ITEM NO. 4.a.**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT: Presentation B Road Update**

**1.BACKGROUND/HISTORY**

**Problem Statement:** Town Council requested regular updates on the progress of the B Road improvement project.

**Problem Solution:** Town engineer, Keshavarz & Associates, Randy Wertenpy, will update the Town Council on progress to date with B Road improvements and drainage.

**2.CURRENT ACTIVITY**

Staff coordinated with the Town's engineer to prepare drainage graphics and present an update at this meeting.

**3.ATTACHMENTS**

Drainage presentation

**4.FINANCIAL IMPACT**

N/A

**5.RECOMMENDED ACTION**

A motion to receive and file engineering presentation.



**Item 6. a.**

**Ordinance No. 2015-07**

**Okeechobee Boulevard Rural 5 Overlay to the Maps Elements**

**Town of Loxahatchee Groves, Florida**  
**Town Council Public Hearing Agenda Item Report**  
**First Reading: Ordinance 2015 – 07**  
**Comprehensive Plan Amendment 15-2**

**PREPARED BY:** Jim Fleischmann

**SUBJECT:** Okeechobee Boulevard Corridor Maps Element and Future Land Use Element Text Amendment 15-2 (Ordinance 2015-07).

**1. BACKGROUND/HISTORY**

**History:** The Town Council enacted Ordinance 2014-08 (February 3, 2015) enacting a moratorium on commercial Future Land Use Map amendments until May 31, 2015. The moratorium was subsequently extended (Ordinance 2015-05) to December 31, 2015. The purpose of the moratorium is to allow the Local Planning Agency to prepare recommendations and the Town Council adequate time to consider and adopt appropriate Comprehensive Plan amendments regarding land uses, intensity, timing and form of future development activity along the Okeechobee Boulevard corridor.

**Problem Statement:** The Town Council should consider amendments to the Comprehensive Plan as recommended by the Local Planning Agency (LPA), including comments from the public, regarding future land use and development along the Okeechobee Boulevard corridor.

**Problem Solution:** The Town Council, with input from the LPA and public, should adopt Ordinance 2015-07 revising the Comprehensive Plan to address future development along the Okeechobee Boulevard corridor.

**2. CURRENT ACTIVITY**

The Local Planning Agency and Planning and Zoning Board (PZB) have, in combination, held 11 meetings and a public hearing on the subject of Okeechobee Boulevard during the November 2014 – September 2015 period. Over that period, the Staff and LPA/PZB jointly prepared proposed Future Land Use Element and Map Element amendments for Town Council consideration. At the public hearing on the proposed amendments (September 17, 2015), the LPA, by 5 – 0 vote, recommended that the Town Council approve Comprehensive Plan Amendment 15-2, subject to some wording changes that have been incorporated within the attached amendment proposal. Pending Council approval on First Reading, Amendment 15-2 will be sent to the Florida Department of Economic Opportunity, with an expected Second Reading of Ordinance 2015-07 in December 2015.

**3. ATTACHMENTS**

1. Staff Report Comprehensive Plan Amendment 2015-02 (Ordinance 2015-07)
2. Ordinance 2015-07 (Comprehensive Plan Amendment 15-2)

**4. FINANCIAL IMPACT**

Work on this project is funded by Council Work Authorization No. 1215-01

**5. RECOMMENDED ACTION**

Consideration of public comments and approval on First Reading of Ordinance 2015-07 or approval of Ordinance 2015-07 with revisions.

**Town of Loxahatchee Groves Florida**  
**Staff Report:**  
**Comprehensive Plan Amendment 2015-02 (Ordinance 2015-07)**  
**Okeechobee Boulevard Amendments**

**October 2015**

**Prepared for the Town of Loxahatchee Groves**

**Prepared by Jim Fleischmann, Town Planning Consultant**

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## LIST OF ATTACHMENTS

### Attachment

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**To:** TOWN COUNCIL  
**Through:** BILL UNDERWOOD, TOWN MANAGER  
**From:** JIM FLEISCHMANN, TOWN PLANNING CONSULTANT  
**Re:** STAFF REPORT – COMPREHENSIVE PLAN AMENDMENT (CPA)  
15-2: OKEECHOBEE BOULEVARD CORRIDOR AMENDMENTS  
**Date:** October 15, 2015

---

Amendment 15-2 (Town Ordinance 2015-07) is a revision of the Comprehensive Plan Maps Element and Future Land Use Element as they relate to establishing Town planning policy for the Okeechobee Boulevard Corridor:

**I. GENERAL INFORMATION**

**A. APPLICANT:** Town of Loxahatchee Groves.

**B. OWNER:** Not applicable. The proposed amendments are initiated by the Town to define the Okeechobee Boulevard Corridor (i.e. planning area) and specific land use policies governing future development long the corridor.

**C. LOCATION:** Properties within Loxahatchee Groves fronting or with access to Okeechobee Boulevard, as identified on proposed Map #FLU 1.10.1 (i.e. Okeechobee Rural 5 Overlay – OR Rural 5 Overlay).

**D. LEGAL DESCRIPTION:** Not applicable.

**E. PARCEL SIZE:** Properties within the OR Rural 5 Overlay comprise 71 parcels and a total of approximately 450 acres. Properties by size:

- Less than 1 acre = 4 parcels
- 1 to 3 acres = 8 parcels
- 3 to 5 acres = 17 parcels
- 5 to 9 acres = 34 parcels
- 10 to 20 acres = 5 parcels
- 20 acre and more = 3 parcel

**F. EXISTING FUTURE LAND USE (FLU) DESIGNATION:** Rural Residential 5 (RR 5) = 410.80 acres; Institutional = 29.9 acres; and Commercial Low = 9.3 acres.

**G. EXISTING ZONING:** 405.63 acres = Agricultural Residential (AR); 29.9 acres = Institutional (INST); 9.3 acres = Commercial Low (CL); and 5.0 acres = Multiple Use Planned Development (MUPD).

**H. EXISTING USE (Palm Beach County Property Appraiser Use Code data):**  
: Wholesale Nursery = 186.0 acres; Vacant = 106.6 acres; Institutional = 79.7 acres; Residential = 72.7 acres; and Commercial = 5.0 acres.

**I. ADJACENT USES:** Future Land Use = Rural Residential 5 (RR 5) and Zoning = Agricultural Residential (AR).

## **II. PROPOSED COMPREHENSIVE PLAN AMENDMENTS**

**A. MAPS ELEMENT AMENDMENT:** Addition of Map #FLU 1.10.1 (i.e. Okeechobee Rural 5 Overlay – OR Rural 5 Overlay).

**B. TEXT AMENDMENTS:** Text amendments are proposed for the Future Land Use Element of the Comprehensive Plan Comprehensive Plan. Full texts of the proposed amendments are presented in Ordinance 2015-07. The following is a summary of the amendments:

1. **Revision of Table 1-8 of the Future Land Use Element:** Incorporates language to establish the Okeechobee Rural 5 land use category which is a land use overlay within the area defined on proposed Map #FLU 1.10.1 of the of the Maps Element.
2. **Addition of Objective 1.16 and Policies 1.16.2 – 1.16.6:** Incorporates language stating the Town’s planning policy for Okeechobee Boulevard.
3. **Addition of Objective 1.17 and Policies 1.17.1 – 1.17.6:** Incorporates language: (1) Defining (i.e. Residential, Agriculture, Commercial, Institutional, and Recreation) low impact uses permitted within the OR 5 Overlay, (2) establishing non-residential development classifications (i.e. Cottage Business, Individual Small Business and Individual Small Service); and (3) establishing intensities of use (i.e. maximum floor-area-ratios) for each of the non-residential development classifications.. .
4. **Addition of Objective 1.18 and Policy 1.18.1:** Incorporates language to encourage the timely development and discourage the accumulation of vacant properties with non-residential land use and zoning designations within the OR 5 Overlay area.

5. **Addition of Objective 1.19 and Policies 1.19.1 and 1.19.2:** Incorporates language to encourage a consistent architectural style among non-residential developments within the OR 5 Overlay area, including recommended architectural features for the “Agrarian Rural Style” theme.

**III. PROPOSED DEVELOPMENT PROGRAM:** None

**IV. INFRASTRUCTURE IMPACTS:** There are no specific infrastructure impacts associated with proposed Amendment 15-2 as it is a map and text amendment which establishes Town policy regarding future development within the OR 5 Overlay area.

**V. ENVIRONMENTAL IMPACTS:** There are no environmental or historical resources impacts associated with proposed Amendment 15-2 as it is a map and text amendment which establishes Town policy regarding future development within the OR 5 Overlay.

**VI. COMPATIBILITY AND CONSISTENCY ANALYSIS**

**A. ADJACENT LAND USES:** There are no issues related to compatibility with adjacent land uses, as proposed Amendment 15-2 does not involve a development order for a specific parcel or parcels.

**B. TOWN PLANNING DIRECTIVES:** The following Comprehensive Plan language is supportive of proposed Amendment 15-2.

**1. Future Land Use Element:** Goal – Protect the Town’s natural environment and rural character. Continue to be a rural residential and agricultural community with respect for lifestyle choices and balanced with historical needs.

- Objective 1.1: Adopt future land use categories with appropriate uses, densities and intensities that protect residential and agricultural uses and encourage limited economic development.
  - Policy 1.1.2: Adopts the Town’s future land use categories (Ref: Table 1-8), including residential and non-residential uses reflective of the Town’s rural character.
  - Policy 1.1.3: Future land use designations are to be compatible with adjacent land uses.
- Objective 1.3: Encourage a rural community design and look.. ==
  - Policy 1.3.1: Non-residential development shall reflect the Rural Vista Guidelines.

- Objective 1.12 directs the Town to consider changes to the future land use plan that create energy-efficient land use patterns.

## **2. Transportation Element:**

- Objective 2.5 directs the Town to coordinate the transportation system with the Future Land Use Map to ensure that land uses are consistent with transportation modes and services.
  - Policy 2.5.1 directs the Town to encourage connectivity among all new developments in order to minimize impacts to the roadways.
- Objective 1.12 directs the Town to consider changes to the future land use plan that create energy-efficient land use patterns.
- Objective 2.7 directs the Town to maintain a safe local roadway network.
  - Policy 2.72 directs the Town to encourage joint use of driveways and cross access agreements among adjoining property owners to allow circulation between sites.
  - Policy 2.7.3 directs the Town to complete the Master Roadway, Equestrian and Greenway Plan (MREG) as a guide to future transportation improvements, safety and maintenance activities.

## **3. Recreation and Open Space Element:**

- Objective 5A.4 directs the Town to require the provision of open space in new developments.
  - Policy 5A.4.1 directs the Town to require the provision of natural areas, land buffers, or trails in non-residential developments.
  - Policy 5A.4.2 states that the Town recognizes that open space is needed in order to create vista, provide shade, and enhance the rural image and flavor of the Town.

## **4. Housing Element:**

- Objective 6.2 directs the Town to provide adequate and affordable housing for existing residents and anticipated population growth, including housing to accommodate any defined special needs of very-low, low and moderate income households, elderly households, handicapped or displaced residents, and farm workers.

- Policy 6.2.8 directs the Town to encourage job creation at locations identified on the Future Land Use Map as a means of assisting very-low, low and moderate income residents in finding employment opportunities proximate to their homes.

**C. COMMUNITY INPUT:** The following issues have been discussed either by the Council or Planning and Zoning Board or during workshop sessions on the topic of non-residential development along Okeechobee Boulevard.

**1. Discourage strip commercial development and an accumulation of vacant non-residential FLU designated lands.**

- Require applicants for non-residential FLU designations to submit a market study documenting support for a proposed use.
- Enact and enforce a “sunset” review procedure on non-residential FLU amendments to insure timely project implementation and prevent an unwanted accumulation of vacant non-residential parcels.
- Encourage themed activity centers or nodes, as opposed to linear non-residential development patterns. Themed activity centers may be assigned a CL, CL-O or INST underlying FLU designation.
- Determine the characteristics of a non-residential development necessary to qualify as an activity center.

**2. Provide property owners along Okeechobee Boulevard with additional development opportunities consistent with the Town’s character.**

- Consider low impact non-residential land uses along the Okeechobee Boulevard corridor. Low impact uses shall comply with the following criteria: One-story height limitation; floor-area-ratio less than 0.1; Rural Vista Guidelines architectural treatment; “Less than Significant” traffic impact on Okeechobee Boulevard; increased rear setback requirements.
- Allow a residence as a second principal use in a “low impact non-residential development”, as defined above, as a means of increasing live-work opportunities on Okeechobee Boulevard.
- Reduce the “Residential Enterprise” Conditional Use limitations in Section 80-20 of the ULDC as they relate to properties fronting Okeechobee Boulevard in order to encourage such uses.

- Expand the “Home Office” Conditional Use to allow a limited number of clients or customers on properties fronting Okeechobee Boulevard.
- Create an RR-5/OB (Rural Residential 5/Okeechobee Boulevard) FLU category which will include increased, yet limited, non-residential use opportunities.

### **3. Implement procedures to limit development intensities (i.e. F.A.R.)**

- Utilize the Special Policy provisions of Objective 1.15 of the Future Land Use Element to impose conditions of approval on FLU amendments necessary to address use and intensity concerns and insure compatibility with adjacent land uses.
- Non-residential uses along the Okeechobee Boulevard corridor shall be oriented to providing goods and services to Town residents. A list of appropriate “local serving” businesses can be prepared.
- Determine the maximum amount of commercial retail and office space allowed along the Okeechobee Boulevard corridor within activity centers. The maximum space thresholds shall be used as one of the criteria to assess FLU Map amendment applications. Thresholds shall not be used to assess low impact non-residential, as defined above, residential enterprise or home office applications.
- Review commercial thresholds at 5-year intervals, or other interval determined by the Council.

### **4. Okeechobee as a 4-lane roadway will alter the character of the corridor**

- In order to maintain the Town’s character, maintain Okeechobee Boulevard as a 2-lane section.
- Support the implementation of traffic-calming devices along the corridor.
- Consider the impact of Okeechobee Boulevard as a 4-lane segment upon the commercial and office maximum space allocations at the time that such roadway improvements are included in the County’s Five-Year Transportation Improvement Program (TIP).

### **5. “D” Road**

- Assess the function of “D” Road as a north-south Town roadway and determine whether or not it should be assigned an “Urban Local” classification.

**VII. STAFF ANALYSIS**

**A. APPROPRIATENESS OF THE PROPOSED AMENDMENT:** The proposed amendments consist of revisions to the Maps and Future Land Use Elements necessary to refine Town land use planning policy along the Okeechobee Boulevard corridor.

Based upon the review completed in Section VI above, it is concluded that the proposed amendment is consistent with the goals, objectives and policies of the Town's Comprehensive Plan and community involvement efforts related to the Okeechobee Boulevard planning issue..

**C. URBAN SPRAWL ASSESSMENT:** Not applicable. Amendments are oriented to more specifically defining the character of the Okeechobee Boulevard corridor. Urban Sprawl assessments can be prepared at the time of site specific development order requests.

**VIII. STAFF FINDINGS AND PRELIMINARY RECOMMENDATION:** Planning staff finds Comprehensive Plan Amendment 15-2 to be consistent with the intent and direction of the Loxahatchee Groves Comprehensive Plan and community input regarding the character of development along the Okeechobee Boulevard corridor..

Staff recommends approval of the proposed Maps Element and Future Land Use Element amendments. Amendment 15-2 is included in Ordinance 2015-07. Staff further recommends that proposed Amendment 15-2 be transmitted to the Florida Department of Economic Opportunity (DOE) for review and processing.

**IX. LOCAL PLANNING AGENCY (LPA) RECOMMENDATION:** At its meeting on September 17 2015, and following an advertised public hearing on the matter, the LPA voted, by a 5-0 vote, to recommend approval of the proposed amendments subject to proposed revisions which have been incorporated within the Staff recommendation.

**X. TOWN COUNCIL TRANSMITTAL:** At its meeting on October 20, 2015, and following an advertised public hearing on the matter,, the Town Council voted, by a x - y vote, to approve/deny/table Ordinance 2015 – 07 (Amendment 15-2) on first reading and authorize staff to transmit the amendment to the Florida Department of Economic Opportunity (FDEO) for review.

**XI. REGIONAL AND STATE AGENCY REVIEW:** To be determined

**XII. FINAL STAFF RECOMMENDATION:** To be determined

**XIII. TOWN COUNCIL ADOPTION:** To be determined

**ATTACHMENT A - Uses Permitted in Town Zoning Districts and the OR 5 Overlay**

**A. Agricultural Residential (AR) District**

<b>Principal Uses</b>	<b>Agricultural Residential (AR)</b>	<b>OR 5 Overlay</b>
Single Family Dwelling	Permitted	Permitted
Mobile Home	Permitted w/Special Exception	Permitted: Modular Homes onl
Public Schools	Permitted	Not Permitted
Congregate Living Facility,	Permitted	Permitted
Non-Profit Community	Permitted w/Special Exception	Not Permitted
Essential Services	Permitted	Permitted
Commercial Equestrian	Permitted	Permitted
Wholesale Nursery	Permitted	Permitted
Retail Nursery	Permitted w/Special Exception	Permitted w/Special Exception
Aviculture	Permitted subject to Article 80	Permitted subject to Article 80
Chipping and Mulching	Permitted subject to Article 80	Permitted
Commercial Chipping and	Permitted subject to Article 80	Not Permitted
Rescued Animal Care	Permitted w/Special Exception	Not Permitted
	Permitted subject to Article 80	Not Permitted
Agriculture	Permitted	Permitted
Bona Fide Agriculture	Permitted	Permitted
Wireless Communication	Permitted w/Special Exception	Not Permitted
Rodeo Events	Permitted w/Special Exception	Not Permitted

<b>Accessory Uses</b>	<b>Agricultural Residential (AR) and OR 5 Overlay</b>
Accessory Dwelling	Permitted
Groom's Quarter	Permitted
Caretaker's Quarter	Permitted
Home Offices	Permitted subject to Article 80
Residential Enterprise	Permitted subject to Article 80
Wholesale Nursery	Permitted
Retail Nursery	Permitted w/Special Exception Category B
U-Pick Farms	Permitted w/Special Exception Category B
Private Kennels	Permitted
Private Stables	Permitted
Yard Sales	Permitted subject to Article 80
Veterinarian Services	Permitted
Dog Boarding	Permitted
Temporary Events	Permitted w/Special Exception Category C

**B. Commercial Low (CL) District**

<b>Principal Uses</b>	<b>Commercial Low (CL)</b>	<b>OR 5 Overlay</b>
Adult Entertainment	Permitted subject to Article 20	Not Permitted
Arcade, Video	Permitted	Not Permitted
Automobile Repair Garage	Permitted	Not Permitted
Bank or Financial Institution	Permitted	Not Permitted
Bar, Lounge, Tavern or Pub	Permitted	Not Permitted
Barber Shop, Beauty or Nail	Permitted	Permitted
Pool Hall	Permitted	Not Permitted
Car Wash, Self-Service or	Permitted	Not Permitted
Catering or Food Service	Permitted	Not Permitted
Child Care Center	Permitted	Permitted
Commercial Chipping and	Permitted subject to Article 80	Not Permitted
Convenience Store	Permitted	Not Permitted
Dance/Night Club	Permitted	Not Permitted
Day Labor Hiring Center	Permitted w/Special Exception	Not Permitted
Delicatessen	Permitted	Not Permitted
Theater or Auditorium	Permitted	Not Permitted
Dry Cleaning or Laundry	Permitted	Permitted
Essential Services and	Permitted	Permitted
Exhibition of Wildlife Pets	Permitted subject to Article 80	Not Permitted
Gasoline Station	Permitted	Not Permitted
Shooting Range, Indoor	Permitted subject to Article 80	Not Permitted
Hotel	Permitted	Not Permitted
Holiday Wayside Stand	Permitted subject to Article 80	Permitted subject to Article 80
Laboratory (e.g., medical,	Permitted	Not Permitted
Offices (e.g. business,	Permitted	Permitted
Package Liquor, Beer or	Permitted	Not Permitted
	Permitted subject to Article 80	Permitted
Retail Plant or Produce Sales	Permitted	Permitted
Restaurant, Fast Food	Permitted	Not Permitted
Restaurant, Full Service	Permitted	Not Permitted
Restaurant, Take Out	Permitted	Not Permitted
Retail Services	Permitted	Not Permitted
Retail Store	Permitted	Permitted
Commercial Recreation (e.g.	Permitted	Not Permitted
Accessory Residence	Not Permitted	Permitted

<b>Principal Uses (continued)</b>	<b>Commercial Low (CL)</b>	<b>OR 5 Overlay</b>
Veterinary Clinic or Hospital	Permitted	Permitted
Warehouse, Self Storage	Permitted	Not Permitted
Wireless Communication	Permitted	Not Permitted
Adult Day Care	Permitted	Permitted
Schools, Public or Private	Permitted	Permitted: Private School
Gym or Fitness Center	Permitted	Permitted

**C. Commercial Low Office (CLO) District**

<b>Principal Uses</b>	<b>Commercial Low Office (CLO)</b>	<b>OR 5 Overlay</b>
Bank or Financial Institution	Permitted	
Essential Services and	Permitted	Permitted
Holiday Wayside Stand	Permitted subject to Article 80	Permitted subject to Article 80
Laboratory (e.g., medical,	Permitted	Not Permitted
Offices (e.g. business,	Permitted	Permitted
	Permitted subject to Article 80	Permitted subject to Article 80
Restaurant, Full Service	Permitted	Not Permitted
Restaurant, Take Out	Permitted	Not Permitted
Wireless Communication	Permitted	Not Permitted
Adult Day Care	Permitted	Permitted
Gym or Fitness Center	Permitted	Permitted
Accessory Residence	Not Permitted	Permitted

**D. Institutional and Public Facilities (INST) District**

<b>Principal Uses</b>	<b>Institutional and Public Facilities</b>	<b>OR 5 Overlay</b>
Congregate Living Facility	Permitted	Permitted
Churches, Place of	Permitted	Permitted
Day Care, Preschool	Permitted	Permitted
Essential Services	Permitted	Permitted
Government Facilities and	Permitted	Permitted
Holiday Wayside Stand	Permitted Subject to Article 80	Permitted Subject to Article
Outdoor Events	Permitted subject to Article 80 and to	Permitted subject to Article 80
Private Service Club or	Permitted w/Special Exception	
Public Parks	Permitted	Permitted: Without Alcohol
School, Public and Private	Permitted	Permitted: Public
Wireless Communication	Permitted w/Special Exception	Not Permitted
Accessory Residence	Not Permitted	Permitted

<b>Accessory Uses</b>	<b>Institutional and Public Facilities (INST) and OR 5 Overlay</b>
Day Labor Hiring Center	Permitted w/Special Exception Category B
Child Care, Preschool, Adult Day	Permitted
Swimming Pool	Permitted

**E. Recreation and Open Space (ROS) District**

<b>Principal Uses</b>	<b>Recreation and Open Space (ROS)</b>	<b>OR 5 Overlay</b>
Gun or Archery Range	Permitted subject to Article 80	Not Permitted
Boat Ramp, Fishing Pier	Permitted	Not Permitted
Botanical Garden	Permitted	Not Permitted
Walking and Biking Trail	Permitted	Not Permitted
Essential Services	Permitted	Not Permitted
Nature Trail	Permitted	Not Permitted
Outdoor Events	Permitted subject to Article 80	Permitted subject to Article 80
Lane or Pond	Permitted	Not Permitted
Public Park	Permitted	Permitted

**ATTACHMENT B – Parcel Size and Floor-Area-Ratio-Analysis  
Town Zoning Districts and the OR 5 Overlay**

**A. Current Town Zoning District Analysis**

Requirement	Town Zoning District				
	AR	CL	CLO	INST	Parks/Rec
Minimum Lot Size (Acres)	5	1	1	0.23	1
Maximum Lot Size (Acres)	NA	NA	NA	5	NA
Minimum Dimension (Feet)	200/200	150/150	150/150	150/200	100/100
Maximum Lot Coverage (%)*	15	25	25	15	10
Floor-Area-Ratio (%)**	15	10	20	10	10
Minimum Pervious Area (%)	70	30	30	50	80
Front Setback (Feet)	100	50	50	100	50
Side Setback (Feet)	50	25	25	50	25
Rear Setback (Feet)	50	50	50	50	25
Maximum Height (Feet)	35	35	35	35	25
Minimum Separation (Feet)***	NA	NA	NA	1,000	NA

\* - Combined area of all buildings and roofed structures; \*\* - Uses other than single-family residence; \*\*\* - Properties must be a minimum of 1,000 feet from any other property with the same zoning

**B. Okeechobee Rural 5 Development Concept Analysis**

Requirement	Okeechobee Rural 5 Overlay Non-Residential Development Concepts			
	Cottage Business/ Home Office	Cottage Business/Residential Enterprise	Individual Small Business (ISB)	Individual Small Service (ISS)
Zoning District	AR	AR	CL or CLO	INST
Minimum Lot Size (Acres)	5	5	5	0.23
Maximum Lot Size (Acres)	NA	NA	NA	5
Use of Non-Conforming Lot	Yes	Yes	No	No
Maximum Floor-Area-Ratio (%)	NA	0.025*	0.05	0.05

\* - Maximum of all non-residential building

**TOWN OF LOXAHATACHEE GROVES**

**ORDINANCE NO. 2015-07**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AMENDING THE TOWN OF LOXAHATCHEE GROVES, FLORIDA COMPREHENSIVE PLAN, IN ACCORDANCE WITH SECTION 163.3184(3) FLORIDA STATUTES TO: (1) ADD MAP #FLU 1.10.1: OKEECHOBEE RURAL 5 OVERLAY TO THE MAPS ELEMENT; (2) AMEND TABLE 1-8 FUTURE LAND USES OF THE FUTURE LAND USE ELEMENT TO ADD THE OKEECHOBEE RURAL 5 (OR 5) LAND USE CATEGORY; AND (3) ADD OBJECTIVES 1.16, 1.17, 1.18 AND 1.19, INCLUDING SUPPORTIVE POLICIES, TO THE TEXT OF THE FUTURE LAND USE ELEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

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

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

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

**WHEREAS**, the Town’s Planning Consultant recommends approval of Town of Loxahatchee Groves Comprehensive Plan as provided herein, through Amendment 15-2 as set forth in a report to the Town Council, which sets forth findings and recommendations, and which report is incorporated herein; and,

**TOWN OF LOXAHATACHEE GROVES**

**ORDINANCE NO. 2015-07**

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

**WHEREAS**, the reports, records, and materials from the public hearings to adopt Ordinance 2015-07 are incorporated herein and relied upon by the Town Council to the extent not inconsistent with this Ordinance; and,

**WHEREAS**, the Town Council of the Town of Loxahatchee Groves has deemed it to be in the best interest of the citizens and residents of the Town of Loxahatchee Groves to adopt Amendment 15-2 to the Town of Loxahatchee Groves Comprehensive Plan in accordance with Chapter 163, Florida Statutes to revise the following elements of the Town of Loxahatchee Groves Comprehensive Plan: Maps Element and Future Land Use Element.

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

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

**SECTION 2:** The Town Council approves and adopts the recommendations of the Town’s Planning Consultant, which are incorporated herein.

**SECTION 3:** In accordance with the requirements of Section 163.3184, Florida Statutes, the Town Council hereby adopts the amended elements of the Town of Loxahatchee Groves Comprehensive Plan: Maps Element; and Future Land Use Element, as set forth in Exhibit “A”, which is attached hereto and incorporated herein by reference..

**TOWN OF LOXAHATCHEE GROVES**

**ORDINANCE NO. 2015-07**

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

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

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

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

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS 20th DAY OF OCTOBER, 2015.**

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN LOXAHATCHEE GROVES, ON SECOND READING AND PUBLIC HEARING, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2015.**

**TOWN OF LOXAHATCHEE GROVES,  
FLORIDA**

ATTEST:

\_\_\_\_\_  
Mayor David Browning

\_\_\_\_\_  
TOWN CLERK

\_\_\_\_\_  
Vice Mayor Ron Jarriel

\_\_\_\_\_  
Council Member Tom Goltzené

APPROVED AS TO LEGAL FORM:

**TOWN OF LOXAHATACHEE GROVES**

**ORDINANCE NO. 2015-07**

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Office of the Town Attorney

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Council Member Ron Jarriel

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Council Member Ryan Liang

**TOWN OF LOXAHATACHEE GROVES**

**ORDINANCE NO. 2015-07**

**EXHIBIT A  
COMPREHENSIVE PLAN AMENDMENT (CPA) 15-2  
(Ref: Following Pages)**

Words underlined are additions to and words ~~struck through~~ are deletions from the current text of the Comprehensive Plan.

1. Maps Element Map # FLU-1.10.1.
2. Table 1-8 of the Future Land Use Element
3. Objectives 1.16, 1.17, 1.18 AND 1.19, including supportive policies, of the Future Land Use Element.

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

**AGENDA ITEM NO. 7.a.**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT: Resolution Approving a Zoning in Progress for RV Trailers in Residential Zone.**

**1.BACKGROUND/HISTORY**

**Problem Statement:** The Town Council had significant problems with RV trailers squatting on residentially zoned property during the winter season that are unauthorized and negatively impact the resources of the Town, and Council needs a mechanism to manage the problem during the next 6 to 7 months.

**Problem Solution:** Adopt legislation that provides for a zoning in progress and authorizes the Town Manager to implement a temporary pilot program not exceeding 179 days and ending no later than May 1, 2016, that provides criteria within which some properties are authorized to host up to four (4) RV's.

**2.CURRENT ACTIVITY**

Would like to thank the following Loxahatchee Groves residents that helped staff develop this proposed Resolution for Town Council consideration:

Betty Case, Katie Davis, Keith Harris, Dennis Lipp, Bill Louda, Phyllis Maniglia, Shannon Perez

**3.ATTACHMENTS**

Resolution No. 2015-35

**4.FINANCIAL IMPACT**

Unknown amount of revenue and expenditures will be generated.

**5.RECOMMENDED ACTION**

A motion to approve Resolution 2015-35.



**Item 7. a.**

**RESOLUTION No. 2015-35**

**Relating to a Zoning in Proress for Recrational Vehicles Uses on  
Residentially-Zoned Properties**

# TOWN OF LOXAHATCHEE GROVES

## RESOLUTION NO. 2015-35

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AUTHORIZING A PILOT PROGRAM TO REVIEW TEMPORARY RECREATIONAL VEHICLE USES ON RESIDENTIALLY-ZONED PROPERTIES WITHIN THE TOWN; PROVIDING FOR A ZONING IN PROGRESS CONSISTENT WITH THE PROVISIONS SET FORTH HEREIN TO PERMIT THE PILOT PROGRAM THROUGH MAY 1, 2016, TO ALLOW TOWN MANAGEMENT AND PLANNING STAFF TO STUDY SUCH USES IN ORDER TO POTENTIALLY PROPOSE CHANGES TO THE TOWN'S UNIFIED LAND DEVELOPMENT REGULATIONS TO REGULATE TEMPORARY RECREATIONAL VEHICLE USES WITHIN THE TOWN; PROVIDING FOR THE RULES AND REGULATIONS FOR TEMPORARY RECREATIONAL VEHICLE USES DURING THE PERIOD OF THE ZONING IN PROGRESS SET FORTH HEREIN; PROVIDING FOR APPLICATIONS; PROVIDING FOR FEES; PROVIDING FOR ENFORCEMENT; PROVIDING FOR REVIEW AND REPORT BY THE TOWN MANAGER; PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS**, each year the Town encounters issues with the use of residentially-zoned properties within the Town for the temporary parking of recreational vehicles (RVs), commonly utilized by persons during the annual equestrian seasons; and,

**WHEREAS**, in anticipation of the upcoming equestrian season, the Town Manager sought and obtained input from various stakeholders affected by the annual temporary use of Recreational Vehicles within the Town, including those adversely affected by such use, property owners that have been associated with such uses, and the Town; and,

**WHEREAS**, based upon the information and facts gathered by the Town Manager from such stakeholders, the Town Manager recommends that the Town Council authorize a pilot program to permit the limited use of temporary Recreational Vehicle (RV) parking within the Town in order to permit Town Management and the Town planning staff to study and review such uses in real time and analyze whether the Town's Comprehensive Plan and Unified Land Development Code (ULDC) should be amended to permanently regulate such uses within the Town; and,

**WHEREAS**, the Town Council agrees with the recommendation of the Town Manager, and declares a Zoning In Progress to permit the proposed pilot program consistent with the terms set forth herein until May 1, 2016, and that the Town Manager and Town planning staff should monitor and review such uses during such time and based upon such review provide recommendations to the Town Council on whether changes to the Town's Comprehensive Plan and Unified Land Development Code should be considered and, if so, the proposed changes to the Town's Comprehensive Plan and Unified Land Development Code.

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

# TOWN OF LOXAHATCHEE GROVES

## RESOLUTION NO. 2015-35

**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 Resolution upon adoption hereof.

**SECTION 2:** The Town Council of the Town of Loxahatchee Groves hereby declares a Zoning in Progress relating to the use of temporary Recreational Vehicle parking and occupancy within the Agricultural Residential (AR) zoning districts, through May 1, 2016. During such time as this declared Zoning In Progress, the temporary use of Recreational Vehicle parking and occupancy shall be permitted within the Town's Agricultural Residential (AR) zoning districts, subject to the following regulations:

1. Only the following properties are eligible to participate in the Pilot Program:
  - a. The property owner, or an individual with power of attorney for control of the property, resides in a permanent structure on the property on which the Recreational Vehicles will be parked. For purposes of this Resolution, the owner may be a grantor or beneficiary of a trust.
2. The maximum time period a Recreational Vehicle may be parked and used is one hundred and seventy nine (179) days.
3. No more than four (4) Recreational Vehicles may be used at the same time, subject to the following:
  - a. None for properties less than one and one-half (1 ½) acres;
  - b. One Recreational Vehicle for properties between one and one-half (1 ½) to five (5) acres
  - c. Maximum of four (4) Recreational Vehicles on properties of five (5) acres or more.
4. All Recreational Vehicles shall be parked so as to comply with the setbacks of Section 20-035 of the Town's Unified Land Development Regulations. Property owners shall screen the Recreational Vehicles to the extent possible, but there is no prohibition on them being visible from beyond the property.
5. Only Self-Contained Living Units (SCLUs) are permitted. No tents or other camping appurtenances shall be allowed.
6. Waste Removal from the Recreational Vehicle must comply with all applicable laws and regulations, and must be confirmed in writing to the Town by the property owner and the waste removal vendor.
7. Electrical connections must be separately provided for each Recreational Vehicle from a fixed outlet for each Recreational Vehicle.
8. An impervious barrier must be installed between the Recreational Vehicle and the ground upon which it rests.
9. Only those Recreational Vehicles specifically identified to the Town as part of the application required by Section 3 hereinafter shall be permitted. No substitutions or replacements are permitted without amending the permit or submitting a new permit to the Town.

**SECTION 3:** In order to participate in this Pilot Program, the property owner must submit a written application to the Town, identifying the number of Recreational Vehicles to be parked on the property, the general location for their parking, and acknowledging the requires in Section 3 and certifying their intent to comply with such. In addition, property owners must provide the Town with contact information, including an emergency contact available 24 hours a day, 7 days a week to address issues on the property relating to the parking of the Recreational Vehicles. By submitting an application and receiving a permit, the property owner is permitting Town staff and

**TOWN OF LOXAHATCHEE GROVES**

**RESOLUTION NO. 2015-35**

code enforcement to enter the property for the purpose of verifying continuing compliance with the requirements set forth in this Resolution.

**SECTION 4:** The permitting fee for this Pilot Program is \$500 for each RV located on a property. The fee is not transferrable to replacement Recreational Vehicles.

**SECTION 5:** Any uses pursuant to an approved permit and in full compliance with this Resolution shall not be deemed in violation of the Town’s Unified Land Development Regulations.

**SECTION 6:** During the Pilot Program, the Town Manager and staff shall monitor the uses, including complaints, compliance, and affects such as traffic, health and safety effects, noise, and impact on surrounding properties. The Town Manager shall, no later than June 1, 2016, provide the Town Council with recommendations on changes to the Town’s Comprehensive Plan and Unified Land Development Code relating to the use of temporary parking of Recreational Vehicles in the Agricultural Residential (AR) zoning district. .

**SECTION 5:** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 6:** 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.

**SECTION 7:** This Resolution shall become effective upon adoption.

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES,**

**FLORIDA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.**

TOWN OF LOXAHATCHEE GROVES, FLORIDA

ATTEST:

\_\_\_\_\_  
Mayor David Browning

\_\_\_\_\_  
TOWN CLERK

\_\_\_\_\_  
Vice Mayor Ron Jarriel

\_\_\_\_\_  
Council Member Tom Goltzené

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
Council Member Ryan Liang

\_\_\_\_\_  
Office of the Town Attorney

\_\_\_\_\_  
Council Member Jim Rockett

{00098328.2 1574-0702400 }



**Item 8.a**

**MANAGER'S REPORT**

**AIR**

**Attachment - FY2016 Town Hall Holiday Schedule**

**Town of Loxahatchee Groves, Florida**  
**Town Council**  
**AGENDA ITEM REPORT AGENDA**  
**MANAGER'S REPORT ITEM NO.8.a.**  
**MEETING DATE: 10/20/2015**

**Traffic:** Staff is working with Minto to draft an agreement between Minto and the Town for the

October 13, 2015	Telephone call to Mr. George Webb, County engineer, and left a message for a return call.
October 8, 2015	Simmons & White submitted an analysis of the traffic light cost (attached) based on the Minto Proposal.
September 29, 2015	The town's traffic engineer should finish the costing during this week and can be available on the agenda of 10/20/2015.
September 1, 2015	Town traffic engineer determining cost for items not included in the Minto proposal. This is needed in order to determine amount of Town funding needed.
August 25, 2015	Received email and will look to analyzing potential cost to implement light at D Road and Okeechobee. Transmitted information to Town Engineer for very preliminary estimates of cost.
August 12, 2015	No activity on this item
July 15, 2015	No activity on this item
June 30, 2015	No activity on this item
May 11, 2015	No activity on this item
April 15, 2015	This office met with representatives from Minto. Discussion points were covered regarding the proposed funding of the traffic control appurtenances for D Road and Okeechobee. Staff will review the information and report progress at the June 16 Town Council meeting.
April 1, 2015	No activity on this item
March 1, 2015	This office has received communication and we are trying to establish a date and time during the week of March 9 <sup>th</sup> .
February 10, 2015	No activity on this item
January 26, 2015	No activity on this item
January 14, 2015	No activity on this item
December 29, 2014	A discussion with Minto's attorney indicated Palm Beach County would agree for the Town and Minto to enter into a funding agreement which may exclude the County.

**Town of Loxahatchee Groves, Florida**  
**Town Council**  
**AGENDA ITEM REPORT AGENDA**  
**MANAGER'S REPORT ITEM NO.8.a.**  
**MEETING DATE: 10/20/2015**

**Zoning/Code Enforcement:** Impact of RV trails, etc., locating in Town in unapproved locations and unauthorized campgrounds.

October 13, 2015      Prepared Resolution for zoning in progress which details the criteria for implementing a pilot program testing a program. This item is on the 10/20/15 TC agenda.

September 23, 2015      Met with individuals to discuss what the Town can do with the imposition of travel trailers into properties within the Town. A productive meeting was held where a consensus of the committee agreed that some criteria needed to be enacted to manage the seasonal trailers coming into Town. A consensus was also agreed that whatever action the Town takes that the action is a stop gap measure for this winter season only. It is also agreed that no properties are excluded from whatever measure the Council eventually adopts. The committee will be having another meeting October 1 at 9:30 AM.

**Pilot and Road Contribution:** Big Dog Rescue

September 24, 2015      Teleconference with Town Attorney RE: agreements and some legal issues waiting to be reconciled.

September 23, 2015      Teleconference with Lauree Simmons regarding PILOT funding for \$7,000 and road contribution for \$100,000.

**Trails:** 6th Court North, Red Clover Nursery

September 17, 2015      Met with owners, Denise & Marcel Bosse, of Red Clover Nursery to discuss potential of expanding the trail easement along the northern boundary of their property. The owners were generally receptive. I advised the Town would prepare a survey after the Town receives the survey from the LGWCD.

**Roads/Culvert Replacement:** Attended a meeting at West C Road and Timberlane to meet the District Administrator and Supervisor

October 6, 2015      Town Council requested this item for the 10/20/15 agenda for culvert replacement policy postponed to 11/6/15

**Town of Loxahatchee Groves, Florida**  
**Town Council**  
**AGENDA ITEM REPORT AGENDA**  
**MANAGER'S REPORT ITEM NO.8.a.**  
**MEETING DATE: 10/20/2015**

September 22, 2015

A culvert appears to be collapsed under the road leading into C canal. Property Owners are looking for relief in fixing the culvert and road after the repair. The Town collects gas tax for this road; however, the road is not the same as Compton, Marcella, and Bryan.

**Town of Loxahatchee Groves, Florida**  
**Town Council**  
**AGENDA ITEM REPORT AGENDA**  
**MANAGER'S REPORT ITEM NO.8.a.**  
**MEETING DATE: 10/20/2015**

**Roads:** This office met with Angela Hendrichsen Sandoval, P. E., PMP, Section Leader, and Ken Mudd, Resource Professional IV, representing South Florida Water Management District (SFWMD) in reference to a permit the SFWMD issued in 1982 for a road and swale improvement on 43rd. As I understand the purpose of the meeting, SFWMD was looking to determine whether or not the Town would assist them in correcting a deficiency in the road and swale drainage system on the road. The Town will be contacted in the future regarding the next step to be taken to correct the problem.

October 14, 2015	Staff was unable to contact SFWMD to set a meeting to review letter to property owners on 43rd
September 30, 2015	No activity on this item. Staff will reach out to the SFWMD during the week of October 5.
September 7, 2015	No activity on this item
August 12, 2015	No activity on this item
July 15, 2015	No meeting has been set by SFWMD and the Town to discuss the contents of the letter.
June 30, 2015	No meeting has been set by SFWMD and the Town to discuss the contents of the letter.
June 11, 2015	Staff received a proposed letter from SFWMD to the property owners on 43rd
May 27, 2015	Received a telephone call from Ken Mudd regarding a draft letter that will be sent and establishing a meeting date. It is believed the draft letter will be forthcoming in the next week or two.
May 11, 2015	No activity.
April 14, 2015	No activity on this item.
April 1, 2015	No activity.
February 23, 2015	Ms. Hendrichsen Sandoval stated that this office will be notified in advance of a letter will be drafted informing residents of a meeting to discuss the matter.
February 11, 2015	No activity.
January 15, 2015	This office received communication from SFWMD regarding their internal work to plan their path forward. Upon completing their planning effort, they will be in touch with staff.
January 14, 2015	No activity from SFWMD representative
December 16, 2015	No activity

**Purchasing:** Request for Letter of Interest for Town Attorney

**Town of Loxahatchee Groves, Florida**  
**Town Council**  
**AGENDA ITEM REPORT AGENDA**  
**MANAGER'S REPORT ITEM NO.8.a.**  
**MEETING DATE: 10/20/2015**

October 9, 2015

Received notice from Goren, Cherof that Town Attorney would continue.  
Closed the RLI.

September 12, 2015

Advertisement for Town Attorney published in the Palm Beach Post on 9/12/2015. Additionally, this has be placed on the Town's web site, in the Florida League of Cities Kens' CM newsbriefs and added to the Florida League of Cities newsletter

**Town of Loxahatchee Groves, Florida**  
**Town Council**  
**AGENDA ITEM REPORT AGENDA**  
**MANAGER'S REPORT ITEM NO.8.a.**  
**MEETING DATE: 10/20/2015**

**Purchasing:** Request for Proposals for Public Works related functions.

- October 9, 2015      Advertisement published in PB Post and posted on the Town's web site. Bid opening date 11/2/2015 at 2pm
- September 26, 2015      An RFP for services ranging from road grading, tree trimming, mowing, street sign installation, road watering, OGEM repairs, and similar services has been prepared and is currently being reviewed by legal, engineering and the OIG. Once completed, the Town will place the advertisement in local newspapers and the Town's web site at a minimum. The goal is to have this published by October 6th.

**Water Utility:** Work to avoid Town residents from paying an extra 10% for potable water service to

- October 14, 2015      No activity as of this date. Will work to contact PBC utility before the 10/20/15 Town Council meeting.

**Unauthorized living structures:** Pursuant to Town Council instruction, staff initiated action against

- October 14, 2015      No activity
- July 29, 2015      His legal counsel has been advised that documents he requested copies of are available. We have had no response.
- July 15, 2015      A lein has been filed on this property.
- June 30, 2015      Attorney for Mr. Cherney reviewed documents; however, he continues to request additional time and information
- May 29, 2015      Attorney for Mr. Cherney reviewed documents; however, he was unable to finish his review
- May 11, 2015      Staff is working to complete a public records request relative to this case as of May 11, 2015.
- May 5, 2015      Staff began the survey and will finish and work to prepare a report for either the April 21, or May 5, 2015, agenda. Additionally, staff has proceeded with various actions on other properties initiated by individuals.

**Roads:** Folsom Road Traffic Calming

- October 14, 2015      Waiting for response of timeline.
- October 6, 2015      Letter to Commissioner McKinlay requesting update on traffic calming measure implementation on Folsom Road

**Town of Loxahatchee Groves, Florida  
Town Council  
AGENDA ITEM REPORT AGENDA  
MANAGER'S REPORT ITEM NO.8.a.  
MEETING DATE: 10/20/2015**

**3. ATTACHMENTS**

FY2016 Town Hall Holiday Schedule

Simmons & White Traffic Signal Analysis

**4. FINANCIAL IMPACT**

Not applicable.

**5. RECOMMENDED ACTION**

Motion to receive and file report.

**Town of Loxahatchee Groves Holiday Schedule  
October 1, 2015 - December 30, 2016**

**2015**

Columbus Day	Monday, October 12, 2015	Closed
Veteran's Day	Wednesday, November 11, 2015	Closed
Thanksgiving Holiday	Thursday, November 26, 2015	Closed
Thanksgiving Holiday - Floating	Friday, November 27, 2015	Closed
Christmas Holiday - Floating	Thursday, December 24, 2015	Closed
Christmas Holiday	Friday, December 25, 2015	Closed
New Year's Eve	Thursday, December 31, 2015	Closed

**2016**

New Year's Day	Friday, January 1, 2016	Closed
Martin Luther King, Jr. Day	Monday, January 18, 2016	Closed
Presidents' Day	Monday, February 15, 2016	Closed
Memorial Day	Monday, May 30, 2016	Closed
Independence Day	Monday, July 4, 2016	Closed
Labor Day	Monday, September 5, 2016	Closed
Rosh Hashanah	Monday, October 3, 2016	Closed
Columbus Day	Monday, October 10, 2016	Closed
Veterans Day	Friday, November 11, 2016	Closed
Thanksgiving Holiday	Thursday, November 24, 2016	Closed
Thanksgiving Holiday Floating	Friday, November 25, 2016	Closed
Christmas Holiday Floating	Friday, December 23, 2016	Closed
Christmas Holiday	Monday, December 26, 2016	Closed

# ANALYSIS OF COSTS

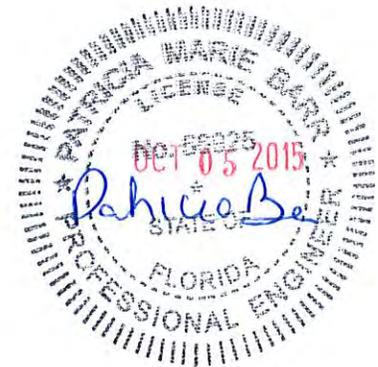
## SIGNALIZATION OF OKEECHOBEE BLVD. AT "D" ROAD TOWN OF LOXAHATCHEE GROVES, FLORIDA

**Prepared for:**

Town of Loxahatchee Groves  
14579 Southern Boulevard  
Suite 2  
Loxahatchee Groves, Florida 33470

Job No. 13-119

Date: 11/19/2013  
Revised: 10/02/2015



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Tricia Barr, P.E.  
FL Registration No. 56925



October 6, 2015



Town of Loxahatchee Groves, Florida  
14579 Southern Boulevard  
Loxahatchee Groves, Florida 33470

Attention: Mr. William 'Bill' Underwood, II, ICAM-CM, CGFO

Reference: Signalization of Okeechobee Boulevard at "D" Road

Dear Mr. Dean:

Please find attached two signed and sealed reports detailing the costs associated with design and construction of the proposed strain pole signalization improvements at the intersection of Okeechobee Boulevard and "D" Road in the Town of Loxahatchee Groves, Florida. The revised estimate differentiates between work to be paid for by the Minto SID and the Town. This estimate reflects design and construction fees of the current South Florida market.

If you have any questions or concerns, or require any additional information, please contact me directly. Thank you for your help with this matter.

Sincerely,

SIMMONS & WHITE, INC.

Tricia Barr, P.E.

Enclosures

TB/kh x:\docs\misc\tr\barr\13119\_Underwoodletter

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<b>CONSTRUCTION COST ESTIMATE</b>	
<b>DESIGN FEES COST ESTIMATE .....</b>	<b>APPENDIX D</b>

## 1.0 OBJECTIVE

The objective of this report is to present the results of cost estimates for design fees and construction of a new signal at Okeechobee Boulevard at D Road in the Town of Loxahatchee Groves.

## 2.0 EXISTING CONDITION

Okeechobee Boulevard is a two-lane arterial that runs east-west through the Town. D Road, where it intersects Okeechobee Boulevard on the north approach, is a two-lane paved road. The south approach is a two-lane unpaved road. A canal runs along the west side of D Road and is protected at the intersection by guardrail. The existing culvert running under Okeechobee Boulevard and its endwalls appear satisfactory upon visual inspection. Pavement marking on Okeechobee Boulevard is worn and there are no markings on the D Road approaches. Pedestrians are accommodated only by a paved sidewalk on the south side of Okeechobee Boulevard.

## 3.0 REQUIRED IMPROVEMENTS

Based on meetings and further follow-up with Fattoush Jafar, PE of Palm Beach County's Traffic Engineering Division, it has been determined that:

- A. Roadway and pavement marking and signing improvements will be necessary to accommodate a proposed signal. This includes paving the south approach, striping the north and south approach and restriping the east and west approach, pedestrian accommodations such as, but not limited to, ADA ramps and crosswalks.
- B. The guardrail will need to be upgraded on both sides and include appropriate end treatments.
- C. Curb and gutter may be required along Okeechobee Boulevard to accommodate clear zone requirements for the signal poles. Otherwise they will need to be protected by localized guardrail.
- D. Structural design will be necessary to ensure the canal does not undermine the integrity of the poles.
- E. Mast arm signals are required on all new signal projects. However, Palm Beach County has accepted the waiver prepared by Simmons and White on behalf of the Town in regard to this requirement. Other local signals have been approved and constructed recently with strain pole systems. A strain pole system is proposed for the subject intersection.

#### 4.0 COST ESTIMATES

**TOTAL DESIGN FEE COSTS HAVE BEEN ESTIMATED AT \$51,472.**

Per the Traffic Signal Installation Funding Agreement (Appendix A) for the intersection, Minto/Seminole Improvement District (SID) will pay for the intersection signalization. Town of Loxahatchee Groves will fund at the canal and drainage improvements at the intersection (if required), roadway improvements, and signal interconnect.

Minto/SID's construction cost has been estimated to be \$210,990 (Appendix B) for the signalization, including strain poles, vehicle signalization, intersection pavement marking and signing, south approach pedestrian detection and signalization, "D" Road video detection, and Okeechobee Road loop detection.

Town of Loxahatchee's construction cost has been estimated to be \$480,997 (Appendix C) for the roadway improvements and signal interconnect.

**MINTO/SID'S TOTAL CONSTRUCTION COSTS FOR THE INTERSECTION HAVE BEEN ESTIMATED AT \$210,990.**

**TOWN OF LOXAHATCHEE'S TOTAL CONSTRUCTION COSTS FOR THE INTERSECTION HAVE BEEN ESTIMATED AT \$480,997.**

Design fees have been divided per the Traffic Installation Funding Agreement. They have been estimated as follows:

Minto/SID's Design Fee for signalization improvements is **\$47,500**. See Appendix D for breakdown of expected subconsultant costs.

Town of Loxahatchee's Design Fee for roadway improvements, pedestrian upgrades and pedestrian signals, and all ITS requirements to connect the signal is projected to be **\$36,000**.

# APPENDIX A

## FUNDING AGREEMENT

## **Traffic Signal Installation Funding Agreement - Outline of Terms**

**RECITALS:** Minto/Seminole Improvement District (SID) shall pay for the Installation of a Traffic Signal at the Intersection of Okeechobee Boulevard and "D" Road, as approved by the County Engineer per the requirement of Engineering Condition 7 of its Development Order, Palm Beach County Resolution 2014-1646.

- **Improvements to be funded by Minto/SID:**

- The design and installation of a strain pole traffic signal ("Traffic Signal") at the intersection of Okeechobee Boulevard and "D" Road to accommodate the existing roadway geometry, which includes a two-lane paved arterial running east-west and existing two-lane unpaved road running north-south.
- The Traffic Signal shall meet current Palm Beach County criteria and the current Manual on Traffic Control Devices criteria for signalization.
- All pavement marking and signing improvements necessary to upgrade to a signalized intersection shall be included.
- Current pedestrian facilities on the south side of the intersection shall be provided with pedestrian detection and signalization.
- Vehicle detection on the north and south approaches shall be video or microwave; vehicle detection on the east and west approaches shall be loop detectors.

- **Improvements not be funded by Minto/SID:**

- Any costs associated with relocating the canals on either side of any road that runs through the Intersection;
- Any costs associated with the relocation of or other adjustment to any drainage system affected by the installation of the Traffic Signal;
- Any costs associated with interconnecting the Traffic Signal with other traffic signals or similar programming;
- Any costs associated with multiple signal timing (it is anticipated that the Traffic Signal will work under a pre-set timing schedule and will function without any connection to other traffic signals);
- Any roadway improvements at or near the Intersection, or any costs associated with roadway improvements at or near the Intersection.

- **Terms of Funding:**

- Minto's/SID's obligation to fund the Traffic Signal is contingent upon the County Engineer having made a determination that the Traffic Signal is warranted at Okeechobee Boulevard and "D" Road, which determination Minto/SID have reviewed and approved.
- Upon approval of the design plans by the County Engineer, Minto/SID will pay the Town of Loxahatchee Groves an amount equal to the engineer's good faith estimate of construction costs of the approved design ("Payment.")
- The Payment to the Town shall not exceed \$\_\_\_\_\_
- The Town shall provide Minto/SID a letter acknowledging receipt of the Payment that also acknowledges that all terms and conditions of the Agreement have been satisfied.
- Upon tendering Payment to the Town, Minto's/SID's obligations under the Agreement shall be considered fulfilled.
- Minto/SID shall be indemnified and held harmless with regard to the construction and operation of the Traffic Signal.

# APPENDIX B

## MINTO/SID CONSTRUCTION COST ESTIMATE

**MINTO WEST/WESTLAKE & SEMINOLE IMPROVEMENT DISTRICT  
COST ESTIMATE FOR  
SIGNALIZATION OF  
Okeechobee Boulevard at D Road**

Item	Description	Unit	Quantity	Unit Cost	Item Cost
110-4	Removal of Existing Concrete Pavement (South Sidewalk)	SY	120	\$ 19.50	\$ 2,340.00
630-2-11	Conduit (F & I) (Underground)	LF	215	\$ 7.05	\$ 1,515.75
630-2-12C	4-2" Conduits (F & I) (Underpavement) (Directional Bore)	LF	440	\$ 21.00	\$ 9,240.00
632-7-1	Cable (Signal) (F & I)	PI	1	\$ 4,650.00	\$ 4,650.00
632-7-1A	Cable (Pedestrian Signal) (F & I)	PI	1	\$ 4,650.00	\$ 4,650.00
634-4-134	Span Wire Assembly (F & I) (Single Point) (Box)	PI	1	\$ 3,000.00	\$ 3,000.00
635-2-11	Pull & Splice Boxes (F & I) (Signal) (17"x30"x12"D)	EA	15	\$ 607.00	\$ 9,105.00
639-1-113	Electrical Power Service (Signals) (OH)	AS	1	\$ 1,700.00	\$ 1,700.00
639-2-1	Electrical Service Wire	LF	200	\$ 4.00	\$ 800.00
639-3-11	Electrical Service Disconnect (F & I) (Pole)	EA	1	\$ 897.00	\$ 897.00
641-2-17	Prestressed Concrete Pole (F & I) (Type P-VII)	EA	4	\$ 10,320.00	\$ 41,280.00
646-1-11	Aluminum Signal Poles (F & I) (Pedestal)	EA	6	\$ 965.00	\$ 5,790.00
650-1-14	Traffic Signal (F & I) (3 Sect) (1 Way) (Alum)	AS	8	\$ 1,050.00	\$ 8,400.00
650-1-19	Traffic Signal (F & I) (5 Sect Cluster) (1 Way) (Alum)	AS	2	\$ 1,350.00	\$ 2,700.00
653-1-11	Pedestrian Signal (F & I) (Led-Countdown, 1 Way)	AS	6	\$ 796.00	\$ 4,776.00
660-1-102	Loop Detector, Inductive (F & I) (Type 2)	EA	2	\$ 275.00	\$ 550.00
660-2-106	Loop Assembly (F & I) (Type F)	AS	2	\$ 820.00	\$ 1,640.00
660-4-10	Vehicle Detection System (Video) (F & I)	EA	2	\$ 3,000.00	\$ 6,000.00
665-1-11	Pedestrian Detector (F & I) (Standard)	EA	6	\$ 272.00	\$ 1,632.00
670-5-110	Traffic Controller Assembly (F & I) (NEMA)	AS	1	\$ 22,000.00	\$ 22,000.00
700-1-11	Single Post Sign (F & I) (≤ 12SF)	AS	14	\$ 386.00	\$ 5,404.00
700-1-60	Remove Sign Post	AS	6	\$ 24.00	\$ 144.00
700-5-22	Internally Illuminated Sign (F & I) (NAME) (OH) (12-18 SF)	EA	4	\$ 4,081.00	\$ 16,324.00
520-1-10	Concrete Curb and Gutter (Type F)	LF	20	\$ 20.00	\$ 400.00
522-1	Concrete Sidewalk (4")	SY	138	\$ 36.05	\$ 4,974.90
706-3	Retro-reflective Pavement Markers	EA	120	\$ 3.30	\$ 396.00
711-11-121	Thermoplastic (Std) (White) (Solid) (6")	LF	500	\$ 1.10	\$ 550.00
711-11-123	Thermoplastic (Std) (White) (Solid) (12")	LF	420	\$ 2.02	\$ 848.40
711-11-125	Thermoplastic (Std) (White) (Solid) (24")	LF	100	\$ 4.05	\$ 405.00
711-11-221	Thermoplastic (Std) (Yellow) (Solid) (24")	LF	800	\$ 4.05	\$ 3,240.00
	Mobilization/Demobilization		8%		\$ 13,228.16
	MOT		8%		\$ 13,228.16
	Subtotal				\$ 191,808.38
	Contingencies		10%		\$ 19,180.84
				<b>Total Cost</b>	<b>\$210,990.00</b>

**Notes:**

1. It is the contractor's responsibility to verify all quantities prior to submission of bids for each of the lump sum bid items. All values are an engineer's best estimate based on the desired configuration. Unit costs are based on FDOT 02/01/15 to 07/31/15 Item Average Cost with some minor adjustments made by the engineer.

**NOTE:**

THE UNIT PRICES USED IN THIS COST ESTIMATE ARE ESTIMATES OF CURRENT COSTS BASED ON RECENT BIDS RECEIVED, OR ON PAST BIDS ADJUSTED BY CURRENT PRICE INDEXES. THEIR ACCURACY IS A FUNCTION OF ECONOMIC CONDITIONS AT THE TIME THE WORK IS ACTUALLY BID.

**SIMMONS & WHITE INC.**  
 2581 METROCENTRE BOULEVARD, SUITE 3, WEST PALM BEACH, FLORIDA 33407  
 CERTIFICATE OF AUTHORIZATION #3452

PB  
 9/15/2015

**ENGINEER'S ESTIMATE  
 FOR TOWN OF LOXAHATCHEE  
 Okeechobee Road at D Road Roadway Improvements**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT COST</u>	<u>ESTIMATED COST</u>
<b>A. ROADWAY</b>					
1	MOBILIZATION	1	LS	10%	\$36,439.10
2	MAINTENANCE OF TRAFFIC	1	LS	10%	\$36,439.10
3	CLEARING AND GRUBBING	0.25	AC	\$7,000.00	\$1,750.00
4	EXCAVATION	200	CY	\$9.80	\$1,960.00
5	EMBANKMENT	100	CY	\$11.50	\$1,150.00
6	WIDENING	300	SY	\$75.00	\$22,500.00
7	MILL AND RESURFACE (1.5" AVG. DEPTH)	1244	SY	\$11.25	\$13,995.00
8	GUARDRAIL	120	LF	\$32.00	\$3,840.00
9	END TREATMENTS	2	EA	\$16,882.50	\$33,765.00
10	HANDRAIL	65	LF	\$27.00	\$1,755.00
11	GUARDRAIL REMOVAL	120	LF	\$2.80	\$336.00
12	CONCRETE CURB AND GUTTER, TYPE F	470	LF	\$20.00	\$9,400.00
13	CONCRETE SIDEWALK, 4"	224	SY	\$36.05	\$8,075.20
14	SODDING	266	SY	\$2.80	\$744.80
<b>B SIGNAL INTERCONNECT</b>					
15	2-2" CONDUITS (F & I) (UNDERPAVEMENT) (DIRECTIONAL BORE)	9950	LF	\$21.00	\$208,950.00
16	ITS PULL & SPLICE BOXES (F & I) (17"X30"X24"D)	19	EA	\$2,808.50	\$53,361.50
17	ITS PULL & SPLICE BOXES (F & I) (30"X48"X24"O)	1	EA	\$2,808.50	\$2,808.50

**SUBTOTAL: \$437,269.20**  
**CONTINGENCY (10%): \$43,726.92**  
**TOTAL \$480,997.00**

**NOTE: THIS COST ESTIMATE IS BASED ON CURRENT FDOT HISTORICAL COSTS WITH PROJECTIONS FOR INFLATION. IT DOES NOT INCLUDE DESIGN FEES OR PERMITTING FEES.**

NO GUARANTEE IS MADE FOR INDUSTRY PRICES.

**SIMMONS and WHITE**  
**ESTIMATE OF WORK EFFORT FOR ENGINEERING**  
**Okeechobee at D Road (MINTO/SID ONLY)**  
**TRAFFIC SIGNAL DESIGN**

Total Contract Cost Computations	\$	8,118.00
Total Activity Salary Costs		
(a) Overhead Additives:		
(a1) Combined OH Percent		165.00%
(a2) Combined OH Cost	\$	13,394.70
Subtotal (Salary + Overhead)	\$	21,512.70
(b) Operating Margin Percent		12.00%
(b) Operating Margin Cost	\$	2,581.52
Subtotal (Salary Related Cost)	\$	24,094.22
<b>Subtotal (Cost Elements of Basic Activities)</b>	<b>\$</b>	<b>24,094.22</b>

**TOTAL BASIC SERVICES \$ 24,094.22**

**REIMBURSABLE ITEMS (Limiting Amount)**

Utility Locates (max limiting)	\$	5,000.00
Survey	\$	6,000.00
Geotechnical	\$	7,500.00
Reimbursables	\$	1,000.00
<b>TOTAL REIMBURSABLE ITEMS</b>	<b>\$</b>	<b>19,500.00</b>

**OPTIONAL SERVICES**

Post Design \$ 3,500.00

**TOTAL OPTIONAL SERVICES \$ 3,500.00**

<b>LUMP SUM=</b>	<b>\$</b>	<b>47,094.22</b>
------------------	-----------	------------------

**District 15 Loxahatchee Groves**

**Monthly Report: September 2015**



<b>Calls for Service (self-generated)</b>	<b>Monthly</b>
Business/Residence Checks	58
Traffic Stops	7
Dispatched calls	159
<b>Total</b>	<b>224</b>

<b>Traffic</b>	<b>Monthly</b>
Warnings	4
Citations	3
<b>Totals</b>	<b>7</b>

**Summary:** During the month, D15 deputies handled (224) calls for service. 26% of calls for service were self-generated.

<b>Part I Crimes Case #'s</b>	<b>Monthly</b>
Murder	0
Sexual Assault	0
Robbery	0
Aggravated Assault	2
Burglary	3
Theft	1
Motor Vehicle Theft	0
Arson	0
<b>Total</b>	<b>6</b>

**Summary:**

- 15-117893- On 9-6-15 A Burglary to a vehicle was reported the victim's friend was reported as a suspect. When questioned he admitted to the burglary and was arrested without incident. Case cleared by arrest.
- 15-118142- On 9-7-15 A Burglary to a business was reported a gas shovel, chainsaw, and burlap material was reported missing from a shed. Nothing further, case is inactive pending further information.



**Item 10. a**

**New Business**

**FY2016 Town Council Meeting Schedule**

**Town of Loxahatchee Groves, FLORIDA**  
**Town Council**  
**AGENDA ITEM REPORT**  
**AGENDA ITEM NO.**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT:** Meeting Schedule FY 2016

**1.BACKGROUND/HISTORY**

**Problem Statement:** The Town Council requested the calendar dates for the FY 2016 year in order to determine meeting cancellations in advance.

**Problem Solution:** Review Town Council meeting schedule for FY 2016 and amend as appropriate.

At the October 6, 2015, meeting of the Town Council discussed and some members proposed cancellation of some upcoming meeting. Specifically, the Council agreed by consensus that the 2<sup>nd</sup> monthly Town Council meetings be cancelled due to the holidays in November and December.

**2.CURRENT ACTIVITY**

Staff has attached the FY 2016 Town Council meetings for discussion and direction by the Council.

**3.ATTACHMENTS**

FY 2016 Town Council scheduled meeting dates

**4.FINANCIAL IMPACT**

N/A

**5.RECOMMENDED ACTION**

A motion modifying or approving as presented the Town Council meeting schedule and instructing staff to post the schedule on the Town's web site and bulletin board.

Town Council Meeting Schedule  
 October 1, 2015 - September 30, 2016

MONTH	YEAR	First Tuesday Meeting	3rd Tuesday Meeting	
October	2015	6th	20th	
November	2015	3rd	17th	TC Recommended Cancellation
December	2015	1st	15th	TC Recommend Cancellation
January	2016	5th	19th	
February	2016	2nd	16th	
March	2016	1st	15th	Recommend Cancellation - Election Day
April	2016	5th	19th	
May	2016	3rd	17th	
June	2016	7th	21st	
July	2016	5th	19th	
August	2016	2nd	16th	
September	2016	6th	20th	



**Item 10. b.**

**NEW BUSINESS**

**AIR - Work Authorization for Trail Grants**

**Attachment – Work Authorization**

**Town of Loxahatchee Groves, FLORIDA**  
**Town Council**  
**AGENDA ITEM REPORT**  
**AGENDA ITEM NO. 10.b.**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT: Work Authorization Non-motorized Trails Grant Preparation**

**1.BACKGROUND/HISTORY**

**Problem Statement:** Town Council has indicated a need to begin the process to acquire grants for non-motorized trail development.

**Problem Solution:** Under the current Town management contract, the company can offer additional services under amendment 2 of the contract.

The Town management earlier researched, developed and prepared needed documents to submit to the State on behalf of the Town for grant funding to implement trails. Contrary to staff understanding from other community officials, the grant was not well received as the Town did not have site control of the proposed trails.

**2.CURRENT ACTIVITY**

Staff has studied the matter of grant acquisition for trails and has developed an initial work program that will move trails grants forward to approval by Town Council for submission. It does not take the grant process to the ultimate conclusion of the grant implementation and filing, the second stage. The second stage, will be submitted for Council consideration once a grant has been awarded.

**3.ATTACHMENTS**

Work Authorization (WA) 2016-01

**4.FINANCIAL IMPACT**

Funding for WA 2016-01 will be provided through the Capital Improvement Budget

**5.RECOMMENDED ACTION**

A motion to authorize the Mayor to execute WA 2016-01.

Town of Loxahatchee Groves, Florida  
Work Authorization No.: 2016-01

**Consultant:** Underwood Management Services Group, LLC.  
Work Authorization No.: 2016-01                      Date: October 20, 2015

**Address:** 840 NE Stokes Terrace  
Jensen Beach, Fl. 34957

**Brief Description of Task:**

Scope of work consists of meeting with RETGAC initiating land research, planning, identifying land use & public accessibility. Identify possible funding opportunities for non-motorized trail implementation. Prepare RETGAC meeting agenda, minutes and report. Develop report and present to Town Council.

Compensation elements are as follows: **\$13,440**

	Quantity	Rate/Hour	Amount (\$)	Task Code
Task 1. - UMSG Grant Manager schedule 3 meeting(s) with RETGAC - approximately 3 hours for each meeting; 9 meeting hours. Prepare agendas, minutes and supplemental information for RETGAC - 10 hours.	19.0	\$115	\$2,185	Initiation
UMSG Principal RETGAC grant preparation meetings and review; 1 hour preparation for the schedule 3 meeting(s) with RETGAC - approximately 3 hours for each meeting; 9 meeting hours. Review agendas, minutes and supplemental information for RETGAC.	12.0	\$125	\$1,500	Initiation
Task 2. - Grant Manager conference with UMSG Principal, associates to produce self-contained narrative appraisal, title search and if applicable a mean or ordinary high	40.0	\$115	\$4,600	Research, writing, editing, preparing grant(s) findings
Grant Manager conference with UMSG Principal, associates to produce self-contained narrative appraisal, title search and if applicable a mean or ordinary high water survey.	15.0	\$125	\$1,875	Research, writing, editing, preparing grant(s) findings
Task 3. - UMSG Grant Manager to schedule 2 meeting(s) with RETGAC for review of findings to date for 2 hours each plus agenda preparation.	10.0	\$115	\$1,150	RETGAC Final Reviews

Town of Loxahatchee Groves, Florida  
Work Authorization No.: 2016-01

<b>Consultant:</b> Underwood Management Services Group, LLC.				
Work Authorization No.: 2016-01		Date: October 20, 2015		
UMSG Principal RETGAC grant preparation meetings and review; 1 hour preparation for the schedule 2 meeting(s) with RETGAC - approximately 2 hours for each meeting; 6 meeting hours.	6.0	\$125	\$750	RETGAC Final Reviews
Task 4. - UMSG Grant Manager produce agendas, minutes, preparation of findings to report to Council and, if necessary, Town Council Request Authorizes and Supports Approval of project.	12.0	\$115	\$1,380	Submit
<b>Total:</b>			<b><u>\$13,440</u></b>	
<b>Other Notes:</b>				
<hr style="width: 30%; margin: 0 auto;"/> David Browning Mayor Approved at Town Council Meeting of: 10/20/2015				



**Item 10. c.**

**NEW BUSINESS**

**AIR**

**Establishment of Policy – Acceptance of Quit Claim Deeds**

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

**AGENDA ITEM NO. 10.c.**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT: Acceptance of Road Segment from Sean Rice and Rachel Lotero –  
14721 Paradise Trail**

**1.BACKGROUND/HISTORY**

**Problem Statement:** The attorney representing 14721 Paradise Trail is requesting confirmation the Town will accept the movement of a prescribed road easement in exchange for acceptance of title to a replacement relocation of the prescribed road easement.

**Problem Solution:** Authorize the Town Manager and Attorney to consummate the proposed transaction and accept the title to the relocation of a road segment of Paradise Trail.

The Town management has been working with Sean Rice and Rachel Lotero to accommodate the movement of a prescriptive road easement that divides a portion of their property from the main body of their land and home.

**2.CURRENT ACTIVITY**

Staff has worked with the property owner to accommodate a shift in the road pattern over Paradise Trail. In order to secure a roadway, staff recommended the owner offer title to the new portion of the proposed road segment.

**3.ATTACHMENTS**

Communication and Graphic from land owner's  
Letter from their attorney requesting the transaction

**4.FINANCIAL IMPACT**

Funding for legal, survey, filing, and other associated costs funded from the Transportation Fund.

**5.RECOMMENDED ACTION**

A motion to authorize the Town Manager and Attorney to take all actions necessary to consummate the transaction to relocate a segment of Paradise Trail.

RECEIVED  
JUN 01 2015

BY: BK



Ronald P. Glantz  
Also admitted in DC & NY Bars

Wendy Newman Glantz  
Board Certified  
Marital & Family Law  
Family Law Mediator

May 26, 2015

Town of Loxahatchee Groves  
Attention: William Underwood, Town Manager  
14579 Southern Boulevard, #2  
Loxahatchee Groves, Florida 33470

**RE: Our Clients: Sean L. Rice and Rachel Lotero**  
**Our File No.: 847276**  
**Property Address: 14721 Paradise Trail, Loxahatchee, Florida 33470**  
**Subject: Proposed Relocation of Driveway**

Dear Mr. Underwood:

The Law Firm of Glantzlaw is writing on behalf of Sean L. Rice and Rachel Lotero, in regard to the ingress and egress easement, and the proposed driveway relocation.

Pursuant to the attached Driveway Relocation Affidavit, "upon completion, Relocated Driveway shall be conveyed to the Town via Quit Claim Deed for use as a publicly dedicated street".

In order to convey the twenty-four (24) feet of width upon completion of the relocated driveway, the easement must first be released/terminated. Demand is hereby made that once the easement has been released/terminated, the remaining thirty-six (36) feet of property width will be conveyed to Sean L. Rice and Rachel Lotero for their own personal use and enjoyment.

Please confirm, in writing, within thirty (30) days from the date of this notice, regarding your agreed conveyance of the remaining thirty-six (36) feet of width of the property to our clients. Your response can be sent directly to Sean L. Rice and Rachel Lotero at the address listed above.

Thank you for your anticipated cooperation in this matter.

Very truly yours,

**GLANTZLAW**

BY: Liana R. Hall  
LIANA R. HALL, ESQUIRE

LRH:lmw  
Enclosure  
cc: Sean L. Rice and Rachel Lotero

DRIVEWAY RELOCATION AFFIDAVIT

STATE OF FLORIDA

COUNTY OF PALM BEACH

BEFORE ME, the undersigned authority, personally appeared \_\_\_\_\_ ("Affiant"), as Owner of \_\_\_\_\_ ("Home Office Use"), who after being first duly sworn, deposes and says as follows:

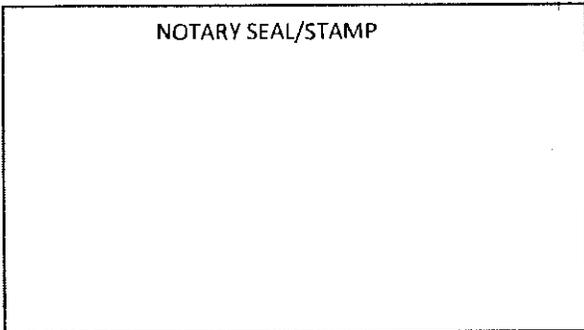
1. "Affiant" is the owner of that certain real property located at \_\_\_\_\_ ("Property").
2. In connection with "Affiant's" exception to the Town of Loxahatchee Grove permit requirements under Sect 05-040(A)(1) of the Loxahatchee Groves Unified Land Development Code (ULDC for the purposes of relocating an existing driveway, "Affiant" certifies:
  - a) "Property" is owned by "Affiant".
  - b) "Affiant" resides on "Property" with a current homestead exemption in the name of "Affiant".
  - c) A survey and legal description prepared by a registered surveyor indicating the existing ("Existing Driveway") and proposed driveway ("Relocated Driveway") locations are attached hereto.
  - d) The Relocated Driveway shall be constructed at twenty-four(24) feet in width and be located along the \_\_\_\_\_ property line of Property, as indicated and described on the attached survey.
  - e) Upon completion, Relocated Driveway shall be conveyed to the Town street via Quit Claim Deed for use as a publicly dedicated street. Said Quit Claim Deed shall be filed with the Palm Beach County Clerk of Courts by the Town of Loxahatchee Groves.
  - f) Swale drainage on the \_\_\_\_\_ side of Relocated Driveway within the confines of Property shall be provided and maintained in perpetuity by Affiant and his/her heirs, successors and/or assigns.
3. In the event that any of the certifications identified in Paragraph 2(a) through 2(f) are not observed, "Affiant" will be found in violation of Section 05-040 of the ULDC.
4. If "Affiant" wishes to change any of the above certifications, then "Affiant" will be required to obtain any necessary required approvals and permits from the Town.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The foregoing instrument as acknowledged before me by \_\_\_\_\_ who is (personally known to me) or (has produced) \_\_\_\_\_ as identification and who did take oath.



\_\_\_\_\_  
NOTARY PUBLIC, State of Florida



**Item 10. d.**

**NEW BUSINESS**

**AIR**

**Animal Slaughtering**

**Town of Loxahatchee Groves, FLORIDA**  
**Town Council**  
**AGENDA ITEM REPORT**  
**AGENDA ITEM No. 10.d.**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT: Authorization For Town Manager, and Town Attorney, to create a workgroup with PBSO, Animal Care and Control, and an Animal Rights Attorney to draft appropriate changes in the Uniform Land Development Code (ULDC) prohibiting Animal Slaughtering in the Town for butchering and public sale.**

**1.BACKGROUND/HISTORY**

**Problem Statement:** The Town Council may desire to address the prohibition or authorization of animal slaughtering through an amendment to the Uniform Land Development Code.

**Problem Solution:** Authorize the Town Manager in conjunction with the Town Attorney, and Town Planner to create a workgroup with PBSO, ACC, and an animal rights activist to draft appropriate language for incorporation into the Town's Uniform Development Code.

Recent events within the Town and surrounding areas indicates that certain unsavory activities related to animal slaughtering and sale have occurred within the Town possibly without proper waste disposal, health, and other sanitary conditions being enforced.

**2.CURRENT ACTIVITY**

Staff has had discussions with individuals and I believe that a coalition of the subject stakeholders should be formed to develop a comprehensive review, analysis, and subsequent legislative action the Town Council can consider controlling this type of activity.

Further, we have prepared a revised work authorization 2015-02 requesting additional funding specifically for this work project.

**3.ATTACHMENTS**

Work Authorization 2015-02 attached hereto budget increase for \$15,000 to fund the modification of the Town's ULDC's from Comprehensive Town Planning.

**4.FINANCIAL IMPACT**

Funding for this project will be funded through the General Fund.

**5.RECOMMENDED ACTION**

A motion to authorize an additional \$15,000 budget appropriation for Work Authorization 2015-02 to fund the modification of the Town's ULDC's, if applicable; authorizing the Town Manager and Town Attorney to take all actions necessary to create the workgroup including but not limited to engagement of special legal counsel with extensive experience in this field of expertise.

Town of Loxahatchee Groves, Florida  
Work Authorization No.: 2015-02

<b>Consultant:</b> Underwood Management Services Group, LLC.			
Work Authorization No.: 2015-02		Date: April 7, 2015	
<b>Address:</b> 840 NE Stokes Terrace Jensen Beach, Fl. 34957			
<b>Brief Description of Task:</b> Miscellaneous scope with a small amount of funding that will allow staff to bring specific items forward for Council consideration and, if needed, additional funding for the continued development of legislation deemed necessary by the Council.			
The total amount or the limiting amount of the compensation will be: \$3,000.00 unless additional services are authorized by the Town.			
Compensation elements are as follows:			
	Method of Compensation	Amount (\$)	Task Code
UMSG Principal, associates to produce agendas, minutes, assist preparation of legislation and report to Council in the development of ordinances and, if necessary, prepare recommended changes to the Town's ULDC's for Town Council consideration.	Principal, associates and staff support	\$ 3,000.00	UMSG
<b>Approved by Town Council October 20, 2015</b>			
<p>≥ UMSG Principal, associates to produce agendas, minutes, assist preparation of legislation and report to Council in the development of ordinances and, if necessary, prepare recommended changes to the Town's ULDC's for Town Council consideration in relationship to animal slaughtering.</p> <p>≥ Town Attorney and Special Legal Counsel.</p> <p>Comprehensive Planning and Zoning Budget Appropriation</p>	Hourly Rates pursuant to existing contracts with firms.	\$15,000	Animals
Total:		\$18,000.00	
<b>Other Notes:</b>			
<p>_____ David Browning Mayor</p>			



**Item 10. e.**

**NEW BUSINESS**

**AIR**

**Attendance at Florida League of Cities**

**55<sup>th</sup> Annual Legislative Conference**

**Town of Loxahatchee Groves, FLORIDA**  
**Town Council**  
**AGENDA ITEM REPORT**  
**AGENDA ITEM NO. 10.g**

MEETING DATE: 10/20/2015

**PREPARED BY:** William F. Underwood, II, Town Manager

**SUBJECT:** Attendance at Florida League of Cities 55<sup>th</sup> Annual Legislative Conference.

**1.BACKGROUND/HISTORY**

**Problem Statement:** The Town Council and staff should be actively involved the legislation that impact the future operations of the Town in various functions of the Town from

**Problem Solution:** Authorize Town Council members and Manager to attend the meetings.

The pre-legislative conference is where the Town can provide input into legislation that both directly and indirectly affect the future to the Town's operations. These meetings DO NOT provide any support for the Town Manager to meet any certification or other requirements. This is the second of the League's annual meetings; this important conference is full of educational opportunities to prepare municipal officials for the 2016 legislative session, which will begin in January.

**2.CURRENT ACTIVITY**

Event Location Embassy Suites Orlando Lake Buena Vista South

Start Date 11/19/2015 08:00 AM

End Date 11/20/2015 02:00 PM

The 55th Annual Legislative Conference will be held November 19-20, 2015, at the Embassy Suites Orlando - Lake Buena Vista South. The second of the League's annual meetings, this important conference is packed full of educational opportunities to prepare municipal officials for the 2016 legislative session, which will begin in January. Over the course of the two-day meeting, attendees will hear from experts, participate in thought-provoking discussions and attend policy and other League committee meetings.

Topics for discussion of participants may include but not be limited to some of the following:

- Public/Private Partnerships
- Utility Relocation
- Improving Relations Between Local Law Enforcement and the Community
- Transportation Funding
- Strategic Use of Social Media
- Lobbying 101: Effectively Communicating with Legislators
- Local Appropriations Process
- Achieving Small City Success with a Shoestring Budget

**3.ATTACHMENTS**

FLC Brochure

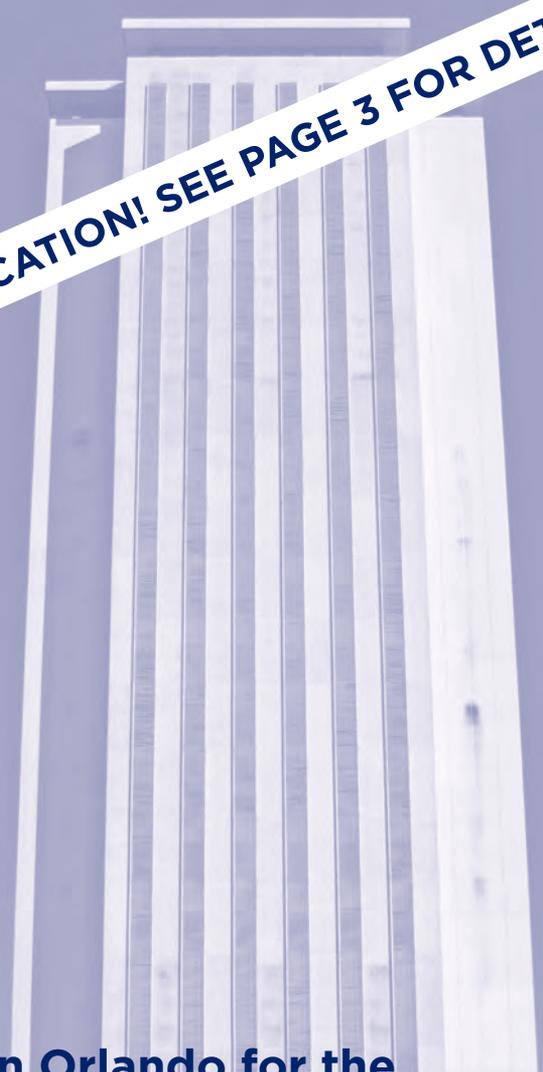
**4.FINANCIAL IMPACT**

This training registration is \$225, room accommodations are \$447 plus taxes (3 nights stay), food allowance is \$\_\_\_\_. The total estimated cost per individual is \$672++ will be funded through the General Fund within the appropriate cost centers.

**5.RECOMMENDED ACTION**

A motion to authorize each Town Council member(s) and Town Manager to attend the FLC's annual legislative conference.

**NEW LOCATION! SEE PAGE 3 FOR DETAILS.**



**Join us in Orlando for the...**

**55<sup>TH</sup> ANNUAL  
LEGISLATIVE  
CONFERENCE**

**Embassy Suites Orlando  
Lake Buena Vista South  
November 19-20, 2015**



# WORKSHOP TOPICS

We are planning a variety of informative workshops on the League's legislative priorities and other issues, including:

- President Surrency's Regional Compact Initiative
- FLC University Issue Leadership with Dr. Scott Paine
- Public/Private Partnerships
- Utility Relocation
- Improving Relations Between Local Law Enforcement and the Community
- Transportation Funding
- Strategic Use of Social Media
- Lobbying 101: Effectively Communicating with Legislators
- Local Appropriations Process
- Achieving Small City Success with a Shoestring Budget

## TENTATIVE PROGRAM\*

### Wednesday - November 18

8:30 a.m. - 1:00 p.m.

#### **Research Symposium: Homelessness and Affordable Housing**

*Hosted by the League's Center for Municipal Research & Innovation — separate registration information will be available soon*

1:30 p.m. - 3:30 p.m.

#### **Florida League of Mayors Roundtable**

*Mayors Only — separate registration information will be available soon*

3:30 p.m. - 5:00 p.m.

#### **Regional Advocacy Teams Strategic Planning Meeting**

*For members of the Space Coast, Suncoast, Treasure Coast and Tri-County Regional Advocacy Teams*

5:00 p.m. - 6:00 p.m.

#### **Local/Regional League Officers Meeting**

*For local/regional league presidents, vice presidents and executive directors*

### Thursday - November 19

7:30 a.m. - 9:00 a.m.

#### **Continental Breakfast**

7:30 a.m. - 5:00 p.m.

#### **Registration Desk Open**

8:00 a.m. - 9:00 a.m.

#### **Florida League of Mayors Board of Directors Meeting**

8:00 a.m. - 9:00 a.m.

#### **First-Time Attendees' Orientation**

9:00 a.m. - 10:00 a.m.

#### **Advocacy Committee Meeting**

9:00 a.m. - 10:00 a.m.

#### **Workshop**

10:00 a.m. - 11:00 a.m.

#### **Federal Action Strike Team (FAST) Meeting**

10:15 a.m. - 11:30 a.m.

#### **Workshop**

11:45 a.m. - 1:00 p.m.

#### **Opening Luncheon**

1:15 p.m. - 2:30 p.m.  
**Concurrent Workshops**

2:45 p.m. - 3:45 p.m.  
**Concurrent Workshops**

3:15 p.m. - 4:30 p.m.  
**International Relations Committee Meeting**

4:00 p.m. - 5:00 p.m.  
**Workshop**

4:45 p.m. - 6:00 p.m.  
**Florida League of Cities Board of Directors Meeting**

6:00 p.m. - 7:00 p.m.  
**Networking Event**

## Friday - November 20

7:30 a.m. - 9:00 a.m.  
**Continental Breakfast**

7:30 a.m. - 12:00 p.m.  
**Registration Desk Open**

8:00 a.m. - 9:00 a.m.  
**Concurrent Workshops**

9:00 a.m. - 10:15 a.m.  
**General Session**  
Political Press Panel: What Was and What is to Be?

10:30 a.m. - 11:45 a.m.  
**Legislative Policy Committee Meetings**

- Energy, Environment and Natural Resources
- Finance, Taxation and Personnel
- Growth Management and Economic Affairs
- Transportation and Intergovernmental Relations
- Urban Administration

12:00 p.m. - 4:00 p.m.  
**Ethics Training**

*\* Program Subject to Change*

# BE PART OF THE LEAGUE'S LEGISLATIVE PROCESS!

The 55<sup>th</sup> Annual Legislative Conference will be held **November 19-20, 2015**, at the **Embassy Suites Orlando - Lake Buena Vista South**. The second of the League's annual meetings, this important conference is packed full of educational opportunities to prepare municipal officials for the 2016 legislative session, which will begin in January. Over the course of the two-day meeting, attendees will hear from experts, participate in thought-provoking discussions and attend policy and other League committee meetings.

Florida League of Cities President Matthew Surrency, Mayor of the City of Hawthorne, will preside over the conference and share more about his Regional Compact Initiative. Join your municipal colleagues to learn more about the League's legislative priorities and your role as part of our advocacy team. We look forward to seeing you there!

## REGISTRATION FEES

The registration fee for this conference is **\$225** per person. This fee covers admission to all conference sessions, continental breakfasts, refreshment breaks, and Thursday's luncheon and networking event. No official activities are scheduled for guests or spouses.

**continued on page 3**

## MAIL REGISTRATION

To register in advance, fill out the enclosed registration form, attach a check or credit card information for \$225, and mail it to the League office by **Friday, November 6, 2015**. Your name badge and other information can be picked up at the conference registration desk.

## EMAIL OR FAX REGISTRATIONS

Registrations sent via email to [mhowe@flcities.com](mailto:mhowe@flcities.com) or via fax to (850) 222-3806 will be accepted with Visa or MasterCard payment.

## ONLINE REGISTRATION

Visit the League website, [www.floridaleagueofcities.com](http://www.floridaleagueofcities.com), to access online registration.

If you register online there are two payment options. You can send your registration fees by check to the Florida League of Cities. **(Note: You are not registered until we receive your payment and you will not receive your housing information until your registration is paid.)** Or, you can simply pay online with your Visa or MasterCard. Registrations submitted and paid online via credit card will automatically be marked as paid and you will receive your conference confirmation immediately via email! Conference confirmations include your registration information, totals and registration number for your reference. Please check your confirmation carefully to verify that all information is correct. Please inform the League immediately of any errors.

**Note: If you register online, do not fax or mail the registration form that is included in this brochure.**

## HOTEL ACCOMMODATIONS - NEW LOCATION!

The **Embassy Suites Orlando - Lake Buena Vista South** (located at 4955 Kyngs Heath Road in Kissimmee) is the location for the 2015 Legislative Conference. The reservation cut-off date is **October 18, 2015**, and the rate is **\$149/night**. Each reservation includes a complimentary cooked-to-order breakfast and an evening reception. Self-parking is complimentary and valet parking is also available for \$12/day.

In order to protect our room block for conference registrants, it is our policy that no one will receive housing information **until we have received your PAID registration**. Once your registration is paid, you will be sent housing information via email. **Note:** If you register online but choose to mail in your check, you will not receive your housing information until your registration is **paid**. Remember that we are unable to guarantee reservations for anyone, nor the exact date on which the hotel will sell out, **so please register early!**

## DIRECTIONS

### **1-4 Westbound (From Daytona Beach, Downtown Orlando, Colonial Drive)**

Take exit #68 and turn left onto S.R. 535 (S. Apopka/Vineland Road). Travel approximately 3.5 miles then turn right onto Kyngs Heath Road. The hotel is on the right and visible from S.R. 535.

### **1-4 Eastbound (Coming from Tampa, Clearwater)**

Take exit #68 and travel south on S.R. 535 (S. Apopka/Vineland Road). Travel approximately 3.5 miles then turn right onto Kyngs Heath Road. The hotel is on the right and visible from S.R. 535.

# 2015 LEGISLATIVE CONFERENCE REGISTRATION FORM

Return completed form, with registration fee, via mail to Florida League of Cities, P.O. Box 1757, Tallahassee, FL 32302-1757; via email to *mhowe@flcities.com*, or via fax to (850) 222-3806. Please type or print information requested. **Fill out a separate form for each registrant.**

Name: \_\_\_\_\_  
*first middle last*

First Name or Nickname: \_\_\_\_\_  
*(as you wish it to appear on badge)*

Title: \_\_\_\_\_

Affiliation: \_\_\_\_\_  
*(city, county or company)*

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

First-Time Attendee?  Yes  No Office Contact Person: \_\_\_\_\_

Payment Type:  Check *(payable to FLC)*  MasterCard  Visa

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

**Payment must accompany each registration.**

## REMINDERS

- **Registration fee: \$225.** Covers admission to all conference sessions, continental breakfasts, refreshment breaks, and Thursday's luncheon and networking event.
- Make checks payable to the **Florida League of Cities.**
- If you register online, do not mail or fax the registration form to the Florida League of Cities.
- If paying by credit card, please fill out all information required. We only accept MasterCard and Visa.
- **The advance registration deadline is November 6.** After that date, please register on-site.
- Complete a separate Conference Registration Form for each delegate. Duplicate this form as needed. Full payment must accompany each registration.
- Cancellations must be received and confirmed in writing by **5:00 p.m., Friday, November 6** to receive a refund of registration fees. Refunds will not be issued until after the conference. No refunds will be issued for early departure. **Note: An administrative fee of \$25 will be deducted from all refunds.**
- **Special Needs:** If you are physically challenged and require special services, or if you have special dietary needs, please attach a written description of those needs to your registration form.



**Item 11.a (1)**

**COUNCIL REPORTS - VICE MAYOR JARRIEL**

**IGC MEETING SCHEDULE**

**IGC COMMITTEE**  
**ROTATIONAL SCHEDULE**

**Town of Loxahatchee Groves**

(Revised by Town after Town Council meeting October 21, 2014)

June 2014 – September 2014	Tom Goltzene
October 2014 – January 2015	Ron Jarriel
February 2015 – May 2015	Jim Rockett
June 2015 – September 2015	Ryan Liang
October 2015 – January 2016	David Browning

**Loxahatchee Groves Water Control District**

(Revised by District on Monday, September 21, 2015)

June 2014 – September 2014	Frank Schiola
October 2014 – January 2015	David DeMarois
February 2015 – May 2015	John Ryan
June 2015 – September 2015	Laura Danowski
October 2015 – January 2016	Frank Schiola