



TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MEETING AGENDA
TUESDAY, November 3, 2015 @ 7:00 P.M.

ADDENDUM #1: *Correction for Consent Agenda Item 3b. October 20, 2015, Town Council Minutes. The date was incorrectly noted as November 20, 2015.*

ADDENDUM #2: *Correction for Consent Agenda Item 3e. Resolution No. 2015-36 Budget Amendment for Fiscal Year 2014-2015. Corrected figures for item #4 on report.*

ADDENDUM #3: *Add Consent Agenda Item 3f. Local Government Mileage Report Certification for FDOT.*

ADDENDUM #4: *Add New Business Item 10b. B Road "OGEM" Improvements Change Order*

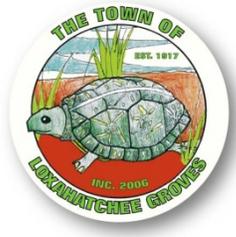
Mayor David Browning (Seat 4)

Vice Mayor Ron Jarriel (Seat 1)

Councilman Tom Goltzené (Seat 5)

Councilman Ryan Liang (Seat 3)

Councilman Jim Rockett (Seat 2)



Town of Loxahatchee Groves
Regular Town Council Meeting
Tuesday, October 20, 2015 at 7:00 p.m.

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 Ronald Jarriel, and Council Members Tom Goltzené, Ryan Liang and Jim Rockett. Also present was Town Manager Bill Underwood, Town Attorney Michael D. Cirullo, Jr. and Town Clerk Virginia Walton.

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

Vice Mayor Jarriel requested that items # 7a and #10d be removed from the agenda. Vice Mayor Jarriel thought Item #7a matter should be left up to the State agencies, and felt the Council should direct the Manager to contact the State agencies and see what the Town could do to assist them. With regard to item #10b, reference was made to Wellington's policy on RV's and thought a lot of people did not want this policy. The idea of a special hotline was brought up. Town Manager Underwood requested that the items at least be discussed by Council and public comment, even if the items were removed or continued.

Motion: After further comments by Council, Vice Mayor Jarriel moved to **approve** the Agenda as revised to remove items #7a and #10d, but allow public comment. Councilman Goltzené seconded the motion. Motion passed 4-1, with Councilman Rockett dissenting.

2. CONSENT AGENDA

- a. Minutes of May 5, 2015 Council Meeting
b. Minutes of September 29, 2015 Council Meeting

Motion: Councilman Rockett moved to **approve** the Consent Agenda. Councilman Liang seconded the motion. Motion passed 5 – 0.

3. PUBLIC COMMENTS

Virginia Standish welcomed the news that the I.G. was reviewing Loxahatchee Groves; thought the overlay of Okeechobee Blvd was dangerous and Council should stop and look more at this; and did not want D Road to become an urban highway.

Marge Herzog announced that the (LOA) meeting had a new date of October 29, 2015, and the Property Appraiser's Office would be speaking about Agriculture Exemptions.

Bill Louda felt laws should be enforced with regard to animal cruelty and the RV issue. Also, the Agriculture Reserve meeting was on October 26, 2015.

Simon Fernandez felt the previous meetings on the Okeechobee Blvd overlay had disregarded opinions of the public, citizens and landowners. This plan was not pro-business, the data was old and the reference to "like businesses" was not very clear, and modular homes should be clarified.

Jo Siciliano stated the Council should move first to get horse trails and greenways, instead of trying to find space for them later. The Council needs to get control of Okeechobee Blvd.

Valerie and Bob Solaas suggested a solution to the RV issue might be to consider an RV Park in a Commercial Area, possibly run by the Town, which was attempted and denied years ago.

John Ryan stated the RV issue and Manure issue are well known problems; however, he was concerned about this resolution avoiding existing regulations. We have ordinances in place and need to enforce them.

Dennis Lipp stated the RV and Manure issue would not be solved through the Special Magistrate because of the extended time frame between citation and code hearing. The horse season would be over and the violation would be voided. Maybe look at issuing a ticket with a substantial fine.

Bill Louda stated this resolution would at least do something to get a lid on the problems until a more definite ordinance could be adopted.

4. PRESENTATIONS

Add:

- a. Presentation of Plaque to Mayor Browning from Vice Mayor Jarriel

Vice Mayor Jarriel attended the Literacy Reading Day Luncheon on behalf of the Mayor and received a plaque thanking the Mayor for his participation in reading to the elementary school students. Vice Mayor Jarriel added that the Town thanked the Mayor for this involvement with the community.

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

Mr. Wertepny stated they were on schedule to submit plans by November 4th and letters had gone out to residents for the 10 foot easements. Residents were advised that all fences would go back to their original locations after work was completed. Seminole speed tables would be 20 feet wide; however, he had been advised by the Town that if needed they could go to 22 feet wide. The College Plan would include equestrian trails along the eastern boundary and the Collecting Canal bridge would be replaced.

Council wanted assurances that when the road was paved, it would extend ¼ mile into connecting roads, as was done with all other roads in the Town. Mr. Wertepny responded that this was

not in their scope of work, but could be added. Manager Underwood stated the agreement was based on the budgeted amount for this project, and this would require a change order. If the development would not pay for this change, then the Town would have to cover the cost. Council also requested that the width be kept at 20 feet, rather than 22 feet, if possible. Wider roads means more traffic.

In response to Council questions about the catch basins, Mr. Wertepny responded they would be 5 – 6 feet with 2 ½ feet covered. In response to questions from Council about when the Bid would be ready, Mr. Wertepny responded that per schedule it would be in March 2015, contingent from comments from South Florida Water Management District (SFWMD).

Public Comment on Item:

Jo Siciliano stated the easterly property owners had already had enough land taken by the Water District and wanted to see the easements taken on the other side of the road.

Dennis Lipp stated narrower roads were safer with less traffic and agreed with 20 feet instead of 22 feet.

Motion: A motion to accept and file this report was made by Councilman Rockett and seconded by Vice Mayor Jarriel. Motion passed 4 – 0, since Councilman Goltzené had left the room.

5. **COMMITTEE REPORTS** – *None*

QUASI JUDICIAL

6. **ORDINANCES**

a. ORDINANCE NO. 2015-07 (FIRST READING)

(Okeechobee Blvd. 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.

Jim Fleishmann presented a power point presentation showing the proposed changes to the Loxahatchee Groves Land Use Map to include the Rural 5 Overlay and answered Council questions. The objective of this overlay was to control development, have intensity varied by uses, establish generic uses and to keep Okeechobee Blvd as two lanes, if possible. Mr. Fleishmann stated this overlay project had been worked on for over a year and the presentation was based on comments from Staff and the public. Some of the public comments had stated that this was development driving and eliminated

property owner concerns. The Local Planning Agency had recommended approval at their meeting on September 17, 2015. After first reading, the ordinance and proposal would be submitted to the Department of Economic Opportunity (DEO) for comments and then possible second reading of the ordinance at the December Council Meeting. This ordinance had been advertised in the Palm Beach Post and the Town Crier and mailed to the 71 property owners whose lands front directly on Okeechobee or would need to access onto Okeechobee Blvd.

Council had many concerns about the uses that were prohibited in this plan, the FARs not including porches, as well as the section on Okeechobee Blvd, which should make no reference to the County being allowed to increase to four lanes. Council also suggested in conjunction with this ordinance, the Town Landscaping Code might need to be reviewed.

Public Comment on this item:

Dennis Lipp stated that the Planning & Zoning Board had many meetings on this, but direction for them was limited. Someone should reach out personally to the 71 property owners.

Attorney Ryan McConnell stated he was here to speak on behalf of the NW Folsom property owners, who opposed the ordinance in its present form as being unfair and too restrictive.

Bill Louda stated the Town needed to address horse crossings, east/west connectivity and two lanes only for Okeechobee Blvd.

Simon Fernandez was against continuing the moratorium because this had gone on for more than a year and was holding things up and increasing the cost of everything.

Patricia Althouse stated she was an Okeechobee Blvd. property owners who had attended all the workshops and found this plan to be too restrictive, not creative and too detailed.

Keith Harris suggested restricting the businesses allowed to smaller businesses and not larger franchise type businesses.

Virginia Standish stated to remove this item from the agenda and then allow discussion was inappropriate.

It was consensus of Council that this ordinance was not ready to proceed. Town Attorney Cirullo asked for direction from Council.

Motion: A motion to table this ordinance was made by Councilman Liang and seconded by Councilman Rockett. Motion passed 5 – 0.

Motion: A motion to extend the moratorium until June 30, 2016 was made by Councilman Goltzené and seconded by Vice Mayor Jarriel. Motion passed 5 – 0.

Motion: After further discussion by Council, a motion was made to have an Okeechobee Blvd. Overlay Workshop on December 5, 2015, beginning at 9:00 a.m.

7. RESOLUTIONS

a. **RESOLUTION NO. 2015- 35**

(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.

This item was removed from the agenda.

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*)

Regarding pilot programs, such as the resolution removed from the agenda, Attorney Cirullo advised the Council that there were legal opinions that state pilot programs were prohibited; however those opinions were under Appeal with the Supreme Court.

Council and Town Attorney discussed a possible alternate ordinance with a table of offenses and established fines. Town Attorney Cirullo stated an Appeal for this type of offense would require County Small Claims Court. A motion was made by Councilman Rockett to give direction to the Manager and Attorney to come back with an alternate program or ordinance to address the issues in Resolution No. 2015-35. Motion was seconded by Vice Mayor Jarriel. Motion passed 4 – 1, with Council Goltzené dissenting.

There was also consensus of Council for this issue of substandard housing to be brought back to Council as a separate item.

Manager Underwood updated the Council on the balance of outstanding items in his report.

9. **OLD BUSINESS** – *NONE*

10. **NEW BUSINESS**

a. FY2016 Town Council Meeting Schedule

The new meeting schedule called for one meeting in November and December 2015, and one in March 2016 due to the Presidential Primary date. A motion was made by Councilman Rockett to keep the second meeting in November 2015. Motion died for lack of second. A motion to accept the meeting schedule as presented was made by Councilman Goltzené and seconded by Vice Mayor Jarriel. Motion passed 4 – 1, with Councilman Rockett dissenting.

b. Work Authorization for Trail Grants

After discussion, a motion to table this authorization until the Town had the trails was made by Councilman Liang and seconded by Councilman Rockett. Motion passed 5 – 0.

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

Council felt this was a good start, but to do drainage we would need to own the whole road. To relocate the driveway, the area the Town would give up had no trees that needed moving. Town Attorney Cirullo recommended that title issues/descriptive easement be checked.

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 55th Annual Legislative Conference – Town Council and Town Manager

Motion: A motion was made by Vice Mayor Jarriel to encourage attendance at the FLC Annual Legislative Conference. The motion was seconded by Councilman Goltzené, and passed 5 – 0. Mayor Browning and Vice Mayor Jarriel stated they would be attending.

f. Discussion and direction on Culvert Replacement Policy – *Postponed to November 6, 2015*

Motion: Councilman Goltzené moved to extend the meeting five more minutes for Council and then final public comments. Councilman Liang seconded the motion. Motion passed 5 – 0.

11. COUNCIL REPORTS

a. Vice Mayor Jarriel

1. IGC Meeting Schedule

Vice Mayor Jarriel requested that the Council rotating appointments to this Committee be changed from 3 months to 6 months in order for more to be accomplished. Councilman Rockett felt the schedule should take up where left off since he had not served for some time.

John Ryan requested this change be delayed until the ICG could review this at their next meeting and change the meeting date from October 26th to November 9th. Council consensus was to direct Manager to send a letter to the IBC requesting a meeting on October 26, 2015.

Motion: A motion to have Vice Mayor Jarriel extend his appointment to this Committee for an additional 3 months to replace Mayor Browning for that time frame was made by Vice Mayor Jarriel and seconded by Councilman Goltzené. Motion passed 4 – 1, with Councilman Rockett dissenting.

12. CLOSING COMMENTS

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

Final Public Comment:

Keith Harris, Virginia Standish and John Ryan brought up the slaughtering, manure and other issues outlined in Resolution No. 2015-35, and made suggestions to be proactive in addressing these problems.

Mayor Browning responded he understood the problems but it was frustrating to hear residents that were interviewed on Channel 12 say they knew about the problems but never said anything. Maybe an anonymous hotline should be looked at.

Laura Denowski stated she had agreed to serve on the IGC and the October 26, 2015 date.

Dennis Lipp stated the center property with the chain link fence on Folsom Road had an auto gate now and he had seen a truck waiting to enter. He wanted code enforcement to check. Vice Mayor Jarriel added that the property belonged to a church.

Councilman Rockett, Vice Mayor Jarriel, Councilman Liang, Councilman Goltzené and Mayor Browning all thanked everyone for coming tonight.

Mayor Browning announced the next regular Town Council Meeting would be November 3, 2015, starting at 7:00 pm.

13. ADJOURNMENT

Hearing no further business, the meeting was adjourned at 10:53 p.m.

Virginia Walton, Town Clerk

David Browning, Mayor

These minutes were adopted at _____ meeting of Town Council.

Town of Loxahatchee Groves, FLORIDA Town Council AGENDA ITEM REPORT

AGENDA ITEM NO. 7.b.

MEETING DATE: 11/03/2015

PREPARED BY: William F. Underwood, II

SUBJECT: FY 2015 End of Year Budget Amendment

1. BACKGROUND/HISTORY

Problem Statement: The Town Council needs to reallocate its Fiscal Year 2015 budget appropriation requests.

Problem Solution: Provide the Council with a reallocated Fiscal Year 2015 budget amendment.

Annually, the Council establishes a budget appropriation and estimated revenues to meet the needs of its citizens. The Council periodically amends its operating budgets for the Town in all of its funds (General Fund, Transportation Fund, Capital Improvement Fund, and Solid Waste Fund).

2. CURRENT ACTIVITY

Staff continually reviews both revenue and expenditures of the Town to monitor that revenues are within estimates and appropriations provide sufficient funds to match expenditures.

3. ATTACHMENTS

Resolution Amending the Fiscal Year 2015 Annual Budget

4. FINANCIAL IMPACT

This amendment increases Town-wide appropriations by \$73,122 from \$4,080,603 to \$4,153,725.

5. RECOMMENDED ACTION

Motion to approve Resolution amending the Fiscal Year 2015 Annual Budget

TOWN OF LOXAHATCHEE GROVES
RESOLUTION NO. 2015-36

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ADOPTING A BUDGET AMENDMENT FOR THE TOWN'S BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014 AND ENDING SEPTEMBER 30, 2015; PROVIDING FOR SEVRABILITY, CONFLICTS AND AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 166.241(4), Florida Statutes, the Town may amend its adopted budget for the Fiscal Year beginning October 1, 2014 and ending September 30, 2015, at any time within a fiscal year, or within 60 days following the end of the fiscal year; and

WHEREAS, the Town Management has concluded a review of the budget and expenditures during the Fiscal Year beginning October 1, 2014 and ending September 30, 2015, and is recommending amendments to the Town's budget as set forth in **Exhibit "A"** hereto.

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

Section 1. Each "WHEREAS" clause set forth above is true and correct and herein incorporated by this reference.

Section 2. The Town's adopted budget for the Fiscal Year beginning October 1, 2014 and ending September 30, 2015, is hereby amended as set forth in **Exhibit "A"**, attached hereto and expressly made a part hereof.

Section 3. If any clause, section, or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 4. All resolutions or parts of resolution in conflict herewith are hereby repealed.

Section 5. This Resolution shall become effective immediately upon its passage and adoption.

**PASSED AND ADOPTED BY THE TOWN OF LOXAHATCHEE GROVES,
FLORIDA, THIS 3RD DAY OF NOVEMBER, 2015.**

ATTEST:

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

Virginia Walton, Town Clerk

Mayor David Browning

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

**GENERAL FUND:
Fiscal Year 2014-15**

Account Number		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
ESTIMATED REVENUES				
TAXES				
001-311-100-000	AD VALOREM TAXES @ 1.2000	230,431	(1,076)	229,355
	TAXES SUBTOTAL	230,431	(1,076)	229,355
001-314-100-000	ELECTRIC UTILITY TAX	223,000	32,094	255,094
001-315-100-000	COMMUNICATION SERVICES TAX	92,300	7,660	99,960
001-316-200-000	COUNTY OCCUPATIONAL LICENSES	6,500	1,200	7,700
	TAXES SUBTOTAL	321,800	40,954	362,754
001-323-100-000	FPL FRANCHISE FEE	191,500	17,165	208,665
001-323-125-000	HAULER LICENSING FEE	1,525	-	1,525
001-323-300-000	PBC WATER UTILITY FRANCHISE FEE	6,500	-	6,500
001-329-100-000	PLANNING & ZONING PERMIT	8,700	-	8,700
	PERMITS, FRANCHISE FEES & SPECIAL SUBTOTAL	208,225	17,165	225,390
001-335-120-000	STATE REVENUE SHARING	89,689	(900)	88,789
001-335-180-000	HALF CENT SALES TAX	251,975	(2,000)	249,975
	INTERGOVERNMENTAL REVENUE SUBTOTAL	341,664	(2,900)	338,764
001-341-000-000	GENERAL GOVERNMENT CHARGES	4,000	-	4,000
001-343-349-000	COST RECOVERY FEES	80,000	-	80,000
	CHARGES FOR SERVICES	84,000	-	84,000
001-351-100-000	COURT FINES	-	-	-
001-354-100-000	CODE ENFORCEMENT FINES	6,400	610	7,010
	JUDGEMENTS, FINES & FORFEITS SUBTOTAL	6,400	610	7,010
MISCELLANEOUS				
001-361-100-000	INTEREST	245	(195)	50
001-369-000-000	OTHER MISC INCOME	200	12,800	13,000
	OTHER MISC. REVENUE SUBTOTAL	445	12,605	13,050
001-381-305-000	INTER-FUND TRANSFER IN CIP	-	-	-
001-385-100-000	TRANSFER FROM SANITATION FUND	1,000,000	-	1,000,000
001-399-000-000	TRANSFER FROM FUND BALANCE	-	-	-
	OTHER NON-OPERATING SOURCES TOTAL	1,000,000	-	1,000,000
	GRAND TOTAL REVENUE	2,192,965	67,358	2,260,323

**GENERAL FUND:
Fiscal Year 2014-15**

Account Number		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
APPROPRIATIONS				
LEGISLATIVE				
001-511-310-000	PROFESSIONAL SERVICES	2,650	1,963	4,613
001-511-400-000	TRAVEL	3,000	(3,000)	-
001-511-490-000	POSTAGE & FREIGHT - (Was legal advertising)	-	-	-
001-511-492-000	OTHER OPERATING EXPENSES	3,300	(75)	3,225
001-511-499-000	OTHER CURRENT CHARGES - New Town Counsel Compensaton	30,000	-	30,000
001-511-500-000	EDUCATION AND TRAINING	1,100	(1,050)	50
001-511-510-000	OFFICE SUPPLIES	400	(10)	390
001-511-520-000	OPERATING SUPPLIES	800	10	810
001-511-540-000	BOOKS, PUBLICATIONS AND DUES	3,435	525	3,960
001-511-820-000	SPECIAL EVENTS/CONTRIBUTIONS	10,550	300	10,850
	LEGISLATIVE TOTAL	55,235	(1,337)	53,898
EXECUTIVE				
001-512-340-000	OTHER SERVICES	269,653	-	269,653
001-512-400-000	TRAVEL	1,500	(500)	1,000
001-512-420-000	POSTAGE & FREIGHT	1,000	-	1,000
001-512-490-000	LEGAL ADVERTISING - (New)	500	(490)	10
001-512-492-000	OTHER OPERATING EXPENSES	944	-	944
001-512-493-000	ELECTION EXPENSE	23,010	(1,700)	21,310
001-512-510-000	OFFICE SUPPLIES	32,000	2,200	34,200
001-512-540-000	BOOKS, PUBLICATIONS AND DUES	570	-	570
	EXECUTIVE TOTAL	329,177	(490)	328,687
FINANICAL AND ADMINSTRATIVE				
001-513-320-000	ACCOUNTING AND AUDITING	18,000	-	18,000
001-513-470-000	PRINTING AND BINDING	1,751	-	1,751
001-513-490-000	LEGAL ADVERTISING	2,000	(1,800)	200
001-513-491-000	COMPUTER SERVICES	11,919	(6,000)	5,919
	FINANICAL AND ADMINSTRATIVE TOTAL	33,670	(5,600)	25,870
LEGAL COUNSEL				
001-514-310-000	PROFESSIONAL SERVICES	90,000	-	90,000
	LEGAL SERVICES TOTAL	90,000	-	90,000
PLANNING & ZONING				
001-515-310-000	PROFESSIONAL SERVICES	77,150	10,800	87,950
001-515-340-000	OTHER SERVICES	70,702	10,000	80,702
001-515-343-000	PLANNING & ZONING CONTRACT	20,000	-	20,000
001-515-349-000	COST RECOVERY EXPENDITURES	85,000	10,800	95,800
001-515-490-000	LEGAL ADVERTISING - (New)	10,000	-	10,000
	COMPREHENSIVE PLANNING AND ZONING TOTAL	262,852	-	294,452

**GENERAL FUND:
Fiscal Year 2014-15**

Account Number		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
OTHER GENERAL GOVERNMENT				
001-519-315-000	SPECIAL MAGISTRATE	7,000	60	7,060
001-519-340-000	OTHER SERVICES	2,000	410	2,410
001-519-354-000	CODE COMPLIANCE	36,000	(11,000)	25,000
001-519-410-000	COMMUNICATION SERVICES	8,100	800	8,900
001-519-420-000	UTILITIES	2,400	610	3,010
001-519-440-000	RENTALS AND LEASES	20,783	(783)	20,000
001-519-450-000	INSURANCE	22,000	-	22,000
001-519-460-000	R & M BUILDINGS	18,100	(1,100)	17,000
001-519-490-000	COMPUTER EQUIP SOFTWARE & HARDWARE REPAIR	5,500	(2,700)	2,800
001-519-491-000	COMPUTER SERVICES	33,292	(4,700)	28,592
001-519-492-000	OTHER OPERATING EXPENSES	-	150	150
001-519-494-000	INSPECTOR GENERAL OFFICE FEE	5,280	(2,740)	2,540
001-519-610-000	LAND ACQUISITION	27,500	-	27,500
001-519-620-000	BUILDINGS	483,010	4,300	487,310
001-519-820-000	LOXAHATCHEE GROVES CERT	2,000	(1,400)	600
001-519-900-000	TRANSFER TO TRANSPORTATION FUND	-	-	-
001-519-910-000	TRANSFER TO SANITATION FUND	-	-	-
001-519-920-000	TRANSFER TO CAPITAL PROJECTS FUND	-	40,000	40,000
001-519-990-000	CONTINGENCY	454,482	30,406	484,888
001-519-998-000	TRANSFER TO GENERAL FUND-FUND BALANCE	-	-	-
	OTHER GENERAL GOVERNMENT SERVICES TOTAL	1,127,447	52,313	1,179,760
LAW ENFORCEMENT				
001-521-341-000	PROFESSIONAL SERVICES-PBSO	283,084	472	283,556
001-521-342-000	CONTRACTUAL-ADDL PBSO	10,500	(7,400)	3,100
	LAW ENFORCEMENT TOTAL	293,584	(6,928)	286,656
PUBLIC WORKS				
001-539-340-000	PROFESSIONAL SERVICES	-	-	-
001-539-310-000	OTHER SERVICES	1,000	-	1,000
	PUBLIC WORKS TOTAL	1,000	0	1,000
	GRAND TOTAL EXPENDITURES	2,192,965	67,358	2,260,323

CAPITAL IMPROVEMENT FUND

Fiscal Year 2014-15

Account Number		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
----------------	--	------------------------------	-------------------	------------------------------

ESTIMATED REVENUES				
--------------------	--	--	--	--

305-363-990-000	CONTRIBUTION FROM GENERAL FUND	-	-	-
305-363-991-000	CONTRIBUTION FROM TRANSPORTATION FUN	-	-	-
305-366-305-000	CONTRIBUTIONS AND DONATIONS	40,000	-	40,000
305-399-000-000	TRANSFER FROM FUND BALANCE	1,028,934	-	1,028,934
Total Revenue		1,068,934	-	1,068,934

APPROPRIATIONS				
----------------	--	--	--	--

305-519-600-000	"B" Road OGEM Improvements	40,000	-	40,000
305-541-610-000	SURVEYING TOWN ROADS	-	-	-
305-541-620-000	OGEM Collecting Canal Road	-	-	-
305-541-630-000	Okeechobee and D Road Traffic Light	-	-	-
305-541-640-000	Town Roads OGEM Projects	-	-	-
305-541-650-000	Trails	-	-	-
305-541-652-000	D Road to Southern Boulevard	-	-	-
305-541-654-000	Purchase Roads from LGWCD	28,934	-	28,934
305-581-001-000	Inter-fund Transfer Out Gen. Fund	1,000,000	-	1,000,000
Total Expenditure		1,068,934	-	1,068,934

**Transportation Fund
Fiscal Year 2014-15**

Account Number		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
----------------	--	------------------------------	-------------------	------------------------------

ESTIMATED REVENUES

101-312-410-000	FIRST LOCAL OPTION FUEL TAX (6 CENT)	250,858	7,750	258,608
101-312-420-000	SECOND LOCAL OPTION FUEL (5 CENT)	117,768	3,750	121,518
101-363-990-000	CONTRIBUTION FROM GENERAL FUND	-		-
101-399-000-000	TRANSFER FROM FUND BALANCE (6 CT)	-	-	-
Total Revenue		368,626	11,500	380,126

APPROPRIATIONS

101-541-467-000	TRAFFIC CONTROL SIGNS - 6 c	6,000	(1,380)	4,620
101-541-468-000	TOWN ROADS MAINT. - 6 c	42,059	3,840	45,899
101-541-469-000	ROAD MAINTENANCE DISTRICT - 6 c	93,738	-	93,738
101-541-631-000	ROAD AND STREETS - NEW CONSTRUCTION - 5	-	-	-
101-541-632-000	SPECIAL PROJECTS	-	-	-
101-541-633-000	22nd ROAD DITCH	-	-	-
101-541-634-000	148th TERR BRIDGE(5)/CULVERT	-	-	-
101-541-920-000	TRANSFER TO CAPITAL PROJECTS	-	-	-
101-541-990-000	TRANSFER TO FUND BALANCE (5 CT)	117,768	3,750	121,518
101-541-996-000	TRANSFER TO FUND BALANCE (6 CT)	109,061	5,290	114,351
Total Expenditure		368,626	11,500	380,126

**Solid Waste Fund
Fiscal Year 2014-15**

Account Number		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
----------------	--	------------------------------	-------------------	------------------------------

ESTIMATED REVENUES

405-325-205-000	SOLID WASTE ASSESSMENTS (1,260 units)	436,646	2,145	438,791
405-325-206-000	DISCOUNT FEES	(13,550)	-	(13,550)
405-343-120-000	SWA RECYCLING INCOME	6,700	(2,770)	3,930
405-361-100-000	INTEREST	2,260	-	2,260
405-363-990-000	CONTRIBUTION FROM GENERAL FUND	-	-	-
405-399-000-000	TRANSFER FROM FUND BALANCE	18,022	(5,111)	12,911
Total Revenue		450,078	(5,736)	444,342

APPROPRIATIONS

405-534-345-000	CONTRACTUAL-WASTE OVERSIGHT	12,600	-	12,600
405-534-346-000	PBC ADMINISTRATION FEE 1%	4,318	(136)	4,182
405-534-420-000	POSTAGE & FREIGHT	1,110	(300)	810
405-534-434-000	SOLID WASTE CONTRACTOR	428,450	(4,800)	423,650
405-534-436-000	OTHER SANITATION SERVICES	3,100	-	3,100
405-534-490-000	LEGAL ADVERTISING	500	(500)	-
405-534-595-000	TOLG MANAGEMENT FEES	-	-	-
Total Expenditure		450,078	(5,736)	444,342

**All Funds
Fiscal Year 2014-15**

Fund #		FY14-15 ADOPTED BUDGET	FY14-15 CHANGE	FY14-15 AMENDED BUDGET
--------	--	------------------------------	-------------------	------------------------------

ESTIMATED REVENUES

001	GENERAL FUND	2,192,965	67,358	2,260,323
101	TRANSPORTATION FUND	368,626	11,500	380,126
305	CAPITAL IMPROVEMENT FUND	1,068,934	-	1,068,934
405	SOLID WASTE FUND	450,078	(5,736)	444,342
	Total Estimated Revenue	4,080,603	73,122	4,153,725

APPROPRIATIONS

001	GENERAL FUND	2,192,965	67,358	2,260,323
101	TRANSPORTATION FUND	368,626	11,500	380,126
305	CAPITAL IMPROVEMENT FUND	1,068,934	-	1,068,934
405	SOLID WASTE FUND	450,078	(5,736)	444,342
	Total Appropriations	4,080,603	73,122	4,153,725

Town of Loxahatchee Groves, FLORIDA Town Council AGENDA ITEM REPORT

AGENDA ITEM NO. 3.f.

MEETING DATE: 11/03/2015

PREPARED BY: William F. Underwood, II

SUBJECT: Local Government Mileage Report

1. BACKGROUND/HISTORY

Problem Statement: The Town is required to provide mileage data as part of its annual financial reporting to the Department of Transportation.

Problem Solution: Submit FORM TM as required modifying the Town's center lane miles for the period ending September 30, 2015.

As required by FSS 218.322 the Town is required to provide FDOT with data on the number of centerline miles of road for which the Town is responsible.

2. CURRENT ACTIVITY

The Office of Inspector General along with staff from the PBC Engineering Department, Road and Bridge Division did an inspection of all reported Town roads and provided Town staff with a list of discrepancies on the mileage for many of the Town roads. In addition, they determined that two road segments included by the Town are private and as such they have removed 140th Street N (cut-thru/Sunport), and 147th Drive N. Total Road Miles has been reduced from 57.894 road miles (115.787 lane miles) to 56.637 road miles (113.27 lane miles).

3. ATTACHMENTS

2015 Road Mileage Chart

4. FINANCIAL IMPACT

These changes represent a total reduction of \$7,968.37.

5. RECOMMENDED ACTION

Approve the data as recommended that include the identified roads, and mileage totals as provided by PBC OIG and Engineering Department, and authorize the Town Manager to submit the Report was required to the Florida Department of Transportation.

District Road Mileage Chart
2015

TOWN ROAD NAME	PLAT DESIGNATION	Road Mileage	Lane Mileage
A Road	Collecting Canal Road to Okeechobee	1.217	2.434
B Road	Southern Blvd to North Road	3.600	7.2
C Road - South	Southern Blvd to Collecting Canal Road	0.389	0.778
D Road - South	Southern Blvd to Okeechobee Road	1.617	3.234
E Road	Southern Blvd to North Road	3.626	7.252
F Road	Southern Blvd to North Road	2.626	5.252
Folsom Road		0.487	0.974
Upper North Road		1.958	3.916
Lower North Road		1.482	2.964
G Road East		0.718	1.436
G Road West		0.718	1.436
Collecting Canal		3.169	6.338
DISTRICT ROAD TOTALS		21.607	43.214

Town Road Mileage Chart
2015

TOWN ROAD NAME	PLAT DESIGNATION	ROAD MILEAGE	LANE MILEAGE	NOTES
A Road	From Okeechobee Blvd to North Rd	2.001		IMPROVED
C Road - South	From Collecting Canal Rd to Okeechobee Blvd	1.236		IMPROVED
C Road - North	From Okeechobee Blvd to North Rd	1.981		IMPROVED
D Road - North	From Okeechobee Blvd to North Rd	1.996		IMPROVED
10TH PLACE NORTH	BLOCK B	0.000		PRIVATE
11TH LANE NORTH	BLOCK F	0.000		2014 REMOVED
11TH TERRACE	BLOCK C	0.208		
12TH PLACE NORTH	BLOCK E	0.397		
131ST TERRACE NORTH	BLOCK F	0.135		
13TH PLACE NORTH	BLOCK F (FOLSOM)	0.000		2014 REMOVED
13TH PLACE NORTH	BLOCK F (F ROAD)	0.166		2014 REMOVED
140TH STREET NORTH	CUT-THRU / SUNSPORT	0.000		2015 OIG & PBC ENG REM
147TH AVENUE NORTH	BLOCK C	0.115		
147TH DRIVE NORTH	BLOCK C	0.000		2015 Oig & PBC ENG. REM
145TH (AVENUE) TERRACE NORTH	T: 43S / R: 41E	0.332		2013 -660 FEET REMOVED
148TH TERRACE NORTH	T: 43S / R: 41E	0.334		
149TH AVENUE N	BLOCK I	0.126		REMOVED 2013
14TH PLACE NORTH	BLOCK E	0.171		
152ND WAY NORTH	BLOCK B	0.000		2014 REMOVED
160TH STREET NORTH	T: 43S / R: 41E	0.423		
161ST TERRACE NORTH	T: 43S / R: 40E	1.832		2013 - 1x/wk Approved
17TH ROAD NORTH	BLOCK B	0.118		
21ST ROAD NORTH	BLOCK C	0.132		
22ND COURT NORTH	BLOCK F/Folsom	0.275		
22ND ROAD NORTH	BLOCK C (C ROAD)	0.221		
22ND ROAD NORTH	BLOCK E (E ROAD)	0.138		
22ND ROAD NORTH	BLOCK F (F ROAD)	0.194		
23RD COURT NORTH	BLOCK E	0.173		
24TH CIRCLE NORTH	BLOCK C	0.247		
24TH COURT NORTH	BLOCK C (C ROAD)	0.255		
24TH COURT NORTH	BLOCK D (E ROAD)	0.194		
24TH COURT NORTH	BLOCK E (WEST F)	0.224		
24TH COURT NORTH	BLOCK F (EAST F)	0.367		
25TH PLACE NORTH	BLOCK B (C ROAD)	0.136		2014 - 480 FEET REMOVED
25TH PLACE NORTH	BLOCK C (D ROAD)	0.145		

TOWN ROAD NAME	PLAT DESIGNATION	ROAD MILEAGE	LANE MILEAGE	NOTES
27TH LANE NORTH	BLOCK C	0.135		2014 REMOVED
30TH COURT NORTH	BLOCK B (C ROAD)	0.141		DOES NOT EXIST
30TH COURT NORTH	BLOCK D (D ROAD)	0.124		
34TH PLACE NORTH	BLOCK C	0.202		
35TH PLACE NORTH	BLOCK D	0.120		
41ST ROAD NORTH	T: 43S / R: 41E	0.062		
42ND ROAD NORTH	T: 43S / R: 41E	0.141		
42ND STREET NORTH	T: 43S / R: 41E (OFF 160TH)	0.189		
43RD ROAD NORTH	T: 43S / R: 41E (GLOBAL)	0.194		
43RD ROAD NORTH	T: 43S / R: 41E	0.250		2013 -660 FEET REMOVED
44TH STREET NORTH	T: 43S / R: 41E (OFF 160TH)	0.211		
8TH PLACE NORTH	BLOCK C	0.300		
APRIL DRIVE	BLOCK C	0.160		
BIDDIX ROAD	BLOCK D	0.194		
BRYAN ROAD	BLOCK F	0.732		IMPROVED
BUNNY LANE	BLOCK C	0.183		
CANAL MAINTENANCE RD (WILSON) CASEY ROAD	T: 43S / R: 41E (40TH ST N) BLOCK F	1.503 0.733		
CITRUS DRIVE	BLOCK K	0.238		
COMPTON ROAD	BLOCK F	0.738		IMPROVED
EAST CITRUS DRIVE	BLOCK K	0.495		
EDITH ROAD	BLOCK E	0.191		
FARLEY ROAD	BLOCK E	0.191		
FERRIS LANE	BLOCK A	0.184		
FLAMINGO DRIVE	BLOCK C	0.135		
FOREST LANE	BLOCK B	0.209		
FORTNER DRIVE	BLOCK B (B ROAD)	0.590		
FORTNER DRIVE	BLOCK B (C ROAD)	0.061		2014 REMOVED 1240 FEET
FOX TRAIL	BLOCK E	0.193		
GLOBAL TRAIL	T: 43S / R: 41E	0.501		
GREAT DANE LANE	BLOCK F	0.130		2014 REMOVED
GRUBER LANE	BLOCK C	0.497		
HYDE PARK ROAD	BLOCK E	0.447		
IAN TRAIL	T: 43S / R: 41E	0.376		
JEWEL LANE	BLOCK B	0.094		
KAZEE ROAD	BLOCK G	0.432		
KERRY LANE	BLOCK E	0.257		
LOS ANGELES DRIVE	BLOCK B	0.214		
LOXAHATCHEE AVENUE	BLOCK K	0.175		
MARCELLA BOULEVARD	BLOCK F	0.731		IMPROVED
MARCH CIRCLE	BLOCK F	0.165		
MORROW COURT	BLOCK B	0.193		

TOWN ROAD NAME	PLAT DESIGNATION	ROAD MILEAGE	LANE MILEAGE	NOTES
ORANGE AVENUE	BLOCK K	0.075		
PADDLEFOOT	BLOCK E			2014 REMOVED
PARADISE TRAIL	BLOCK C	0.150		
PERKINS DRIVE	BLOCK F	0.336		2014 REMOVED
PINEAPPLE DRIVE	BLOCK I	0.200		2013 1550 ft. REMOVED
QUAIL ROAD	BLOCK F	0.135		IMPROVED
RACKLEY ROAD	BLOCK F	0.140		
RAYMOND DRIVE	BLOCK F	0.327		
ROBERTS WAY	BLOCK B	0.195		
SALLY'S ALLEY		0.244		2013 REMOVED
SAN DIEGO DRIVE	BLOCK B	0.214		
SCOTTS PLACE	BLOCK B	0.205		
SHAMROCK DRIVE	BLOCK B	0.244		2014 REMOVED
SIXTH COURT NORTH	EAST D	1.733		
SIXTH COURT NORTH	WEST D	0.172		
SNAIL TRAIL (19TH STREET N)	BLOCK C	0.240		
TANGERINE DRIVE	BLOCK K	0.514		
TEMPLE DRIVE	BLOCK I	0.082		
TIMBERLANE PLACE	BLOCK B	0.119		2014 -960 FEET REMOVED
TRIPP ROAD	BLOCK D	0.225		PAVED to 14404
VALENCIA DRIVE	BLOCK K	0.125		
WEST "B" ROAD	BLOCK A	0.340		
WEST "C" ROAD	BLOCK B	0.607		
WEST "D" ROAD	BLOCK I (SOUTH C.C.)	0.322		
WEST 'D' ROAD	BLOCK C (NORTH C.C.)	0.394		
WEST 'F' ROAD	BLOCK E	0.198		
WILLIAMS DRIVE	BLOCK B	0.211		
TOWN ROAD TOTALS		35.03	70.06	
ALL ROADS TOTALS		56.637	113.27	

Town of Loxahatchee Groves, FLORIDA Town Council AGENDA ITEM REPORT

AGENDA ITEM NO. 10.b.

MEETING DATE: 11/03/2015

PREPARED BY: William F. Underwood, II

SUBJECT: Change Order No. 1 to the B Road OGEM Improvements Project 14-1057 for Engineering Services

1. BACKGROUND/HISTORY

Problem Statement: Town Council authorized Town Engineering to proceed with requesting 10 foot for swale in October 2015. Town's engineer needs a change order approved.

Problem Solution: Authorize change order.

At the regular meeting of September 15, 2015, the engineer proposed and the Town Council agreed in requesting an additional 10 foot of easement for drainage swale.

2. CURRENT ACTIVITY

Town engineer prepared a Change order for Town Council approval in an amount not to exceed \$3,655.00. This task and that task to incorporate the east and west aprons on collecting canal are not included in the B Road Agreement between all parties.

In the event that individual property owners are willing to give the Town the requested drainage easements, documents shall be prepared for a fee of \$1000 per easement/property. There are 17 properties on that portion of B Road that received letters for the additional 10 foot swale.

3. ATTACHMENTS

Change Order No. 1 – “B Road OGEM” Improvements – Keshavarz & Associates, Inc.

4. FINANCIAL IMPACT

Amount not to exceed \$3655.00 will be charged to B Road Project, but will not be reimbursable.

5. RECOMMENDED ACTION

Motion to authorize staff to execute Change Order No. 1.



KESHAVARZ & ASSOCIATES, INC. CHANGE ORDER

PROJECT: "B Road OGEM" Improvements

PROJECT NO.: 14-1057

TO: Town of Loxahatchee Groves
155 F Road
Loxahatchee Groves, FL 33470
Attn: Mr. William F. Underwood II, ICMA-CM

DATE: 10/30/2015

CHANGE ORDER #: 1

Additional Work, which is described below, is:

- Outside the Scope of Services and considered an Extension of the Contract dated August 25, 2015
- Additional Services which are chargeable as an extra in accordance with the Work Request Agreement.

SCOPE OF ADDITIONAL SERVICES:

1) Request for Drainage Easement: CONSULTANT has performed coordination, conversations and correspondence with the residents adjacent to B Road associated with a request for a drainage easement to improve the outfall functionality of the drainage associated with B Road Improvements. A form letter has been authored and sent to those residents and we have been fielding incoming calls from residents regarding the matter.

2) Renderings prepared by our Subconsultant, 2GHO

3) Review of correspondence and Deed of Conveyance to transfer ownership or "B Road" from the Loxahatchee Water Control District to the Town of Loxahatchee Groves

Signature of authorized agent for the Client indicates their agreement herewith, including any adjustment in the contract sum or contract time.

Contract sum will be increased by this change order. The increase shall be as follows:

1) Request for Drainage Easements.	<i>hourly not to exceed</i>	\$ 3,000.00
2) Renderings		\$ 500.00
3) Deed of Conveyance		\$ 155.00

Optional Services: Should the Client decide to acquire easements from willing property owners, legal descriptions and associated graphic depictions shall be prepared for each easement and will be incorporated into the construction documents. These documents shall be prepared for a fee of \$1,000.00 per easement/property. These documents shall be suitable for recordation in Palm Beach County (by others).

Fees Authorized are for LABOR ONLY, and do not include reimbursable expenses.

Keshavarz & Associates, Inc.

Town of Loxahatchee Groves

By: Randy Wertepny
Date: _____

Digitally signed by Randy Wertepny
DN: cn=Randy Wertepny, o.o.u,
email=randy@keshavarz.com, c=US
Date: 2015.10.30 17:24:15 -0400

By: _____
Date: _____