



**Loxahatchee Groves Town Council**

**Regular Town Council Meeting**

**Tuesday, December 4, 2007**

**Loxahatchee Groves Water Control District Council Chambers**

**6:30PM – 12:30AM**

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**Members Present:**

Dave Browning, Mayor

Marge Herzog, Vice-Mayor

Dave Autrey, Council Member

Dennis C. Lipp, Council Member

Dr. J. William Louda, Council Member

**Members Absent:**

None

**Others Attending:**

Michelle Kantor (NCS)

Matthew Lippman, Interim Town Clerk (NCS)

Dr. Irv Rosenbaum, Interim Town Manager (NCS)

Sam Goren, Esq., Town Attorney

Members of the Public

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**1. – 4. Call to Order/Roll Call/Pledge of Allegiance/Invocation**

Mayor Dave Browning called the meeting to order at 6:36 p.m. He then requested the roll call by Town Clerk Lippman. Upon completion of the roll, the Mayor requested everyone stand for the Pledge of Allegiance and Invocation.

**Consent Agenda:**

**5. Approval of Agenda**

Councilman Lipp asked to make a report on his meeting with George Webb and Commissioner Santamaria.

Mayor Browning suggested instead of adding the report as an item to the agenda that Councilman Lipp bring it up with the agenda item for Council Member Comments.

**Vice-Mayor Herzog MOTIONED to approve the agenda, SECONDED by Councilman Louda and the MOTION passed unanimously 5-0.**

**6. Approval of Minutes from:**

- a) November 6, 2007 Town Council Meeting
- b) November 20, 2007 Town Council Meeting

Town Clerk Lippman stated that only the minutes from November 6, 2007 would be approved and the minutes from November 20, 2007 would be approved at the next Town Council Meeting on December 4, 2007.

Councilman Louda noted that on page 8 it reads density and condensity and it should instead read -density and intensity.

Vice-Mayor Herzog noted that on page 12 on the last line it reads if they had site plan approval it would be okay and it should instead read -if they had building approval it would be okay.

**7. Expenditure Report**

**8. PBC Planning, Zoning, & Building Town Report**

**Councilman Lipp MOTIONED to accept Consent Agenda, Items 6-8 with corrections to minutes as noted, SECONDED by Councilman Autrey and the MOTION passed unanimously 5-0.**

**REGULAR AGENDA:**

**9. Presentation: Dr. Marc Bruner, SWA Chief Administrator *(Proposed 792 acre Western Landfill site near the Arthur R. Marshall Lox Wildlife Refuge)***

Ms. Collene Walter introduced herself and said she was a partner from Kilday & Associates speaking on behalf of the Solid Waste Authority of Palm Beach County, and said that Dr. Marc Bruner would not be presenting tonight. She also introduced Mark Hammond-Executive Director SWA, Mark Eyeington-Chief of Operations SWA, and Amber Barritt-Project Manager Camp Dresser & McKee Inc.

Ms. Walter thanked the Council for the opportunity to present and thanked Councilman Louda for attending their meeting last week at the Village of Wellington. She said the reason that SWA had to find another landfill site was because the current one was projected to be full by the year 2021. She explained that landfills need a lot of property and that no one wants one near a residential population or even where there is not a residential population. She explained that the site is 1600 acres, is located 6 miles west of 20 mile bend and is currently an agricultural site. She said the site was acquired in 1996 and was added to the Comprehensive Plan in 1997. She said the property was over 4300 setback from the L-7 levy and the Loxahatchee Wildlife Refuge. She explained that one of the benefits of this site there are no residences within 1 mile of the site and only 5 residences within 10 miles of the site.

Ms. Walter mentioned that at the last meeting transportation problems and traffic were two of the concerns that were brought up. She said that the trash is taken to one of the 7 transfer stations in the County and sorted. She said that Okeechobee Boulevard does not provide any better route from the transfer stations to the landfill. She mentioned that the access to the site would be Southern Boulevard also using County Road 880 down to a new road being constructed named Atlantic Sugar Mill Road. She said the site is slated to open in 2015 and it is anticipated that there would be 329 round trips a day, primarily by SWA hauling trucks. She said by 2030 there would be 566 trips per day.

Ms. Walter said she would conclude the presentation by inviting everyone to the North County facility to see how it operates so closely to Grassy Waters.

Councilman Louda said he appreciated the presentation and also the consideration of perhaps finding an alternate site for the landfill.

Vice-Mayor Herzog mentioned that the LGLA would also have SWA out to present at one of their upcoming meetings.

Councilman Autrey asked what the life expectancy of the landfill is projected to be, and the capital cost to put it together.

Mr. Hammond responded 50 years, and initially the cost is \$150 million dollars.

Councilman Lipp asked if studies have been done on mining.

Mayor Browning said that his concern was with traffic, and if one day Southern became a toll road that Okeechobee would be considered more.

**Conditional Use Approval:**

**10 a. Control No.2006-248) Application No. CA-2006-734 (Planet Kids XII LOX)**

**GENERAL LOCATION:** North side of Okeechobee Boulevard approximately 925 feet west of "C" Road. (Planet Kids XII LOX).

**TITLE:** Class A Conditional Use **REQUEST:** To allow a daycare, general.

**APPLICATION SUMMARY:** Proposed is a Class A Conditional Use for daycare, general. The Conceptual Site Plan indicates a 2,600 square foot daycare center for 60 children. A total of 36 parking spaces are provided including 8 drop-off spaces, with one access point off of Okeechobee Boulevard

Town Attorney Goren referred to a letter that was handed out prior to the meeting from Kevin McGinley saying that he spoke with the agent for this project-Jon Schmidt and that he is not yet prepared to present the elevations, floor plans, landscape, and lighting plans to the Council. Mr. McGinley said that Mr. Schmidt was requesting the item be postponed till the first meeting in February.

**b. (Control No.2004-961) (Application PDD-2006-188) (Southern Crossing MUPD)**

**GENERAL LOCATION:** NW corner of Southern Blvd & "E" Road

**TITLE:** An Official Zoning Map Amendment to a Planned Development District.

**REQUEST:** Rezoning from the Agricultural Residential (AR) Zoning District to the Multiple Use Planned Development (MUPD) Zoning District.

**APPLICATION SUMMARY:** Proposed is the rezoning of 9.13 acres of land from the

Agricultural Residential (AR) Zoning District to the Multiple Use Planned Unit Development (MUPD) Zoning District to allow for the development of 7,552 square feet of financial institutions and 29,856 square feet of medical office for a total of 37,408 square feet. The proposed Preliminary Site Plan indicates two (2) financial institution buildings and five (5) medical office buildings for a total of seven (7) buildings. The site plan shows a total of 157 parking spaces with access to the site from Southern Boulevard and Loxahatchee Avenue.

This public hearing followed the quasi judicial proceedings so 2 members of the Public and a few staff members were sworn in by Town Attorney Sam Goren.

Town Clerk Lippman said that two meetings ago, a presentation had been made to the Council regarding this project, and after Town Staff had met with Miller Land Planning and expressed the Town's concerns.

**Bradley Miller from Miller Land Planning** introduced himself and said that he was here to hopefully get approval to continue with this project. He began his presentation by addressing the traffic concerns the Council had. He explained that the only entrance to the property would be off of Southern Boulevard. He said the other two exits would be off of Loxahatchee Avenue and E Road. He said the building area was 37,408 square feet and there would be 157 parking spaces. The site would include two banks, five office spaces, and a 1.5 acre park site dedicated to the Groves, along with an equestrian trail that will meander through the property. He showed how they are abiding by the Rural Vista Guidelines. He pointed out the parking area being screened from the residences, the clustered trees, the clustered Rural Style buildings, the benches/bike racks and walkways, the 30 foot landscape buffer, the landscaped/paver entry-ingress only, the turn lane off of Southern Boulevard, the open space adjacent to out parcels, and the incorporation of the existing trees. He went on to show the architectural design that reflects the Rural Character by pointing out, the wood siding appearance with a metal standing seam roof, dormers, entryways, porches, benches in front of the property, cupola, vents, moldings and muntins, and wood trip.

Mr. Miller listed the previous problems brought up by the Council:

1. Right of way for Southern Boulevard-uses ultimate right of way for Southern Boulevard
2. # of trips East bound traffic exiting the project will cross over 3 lanes of traffic

3. Visioning Comp Plan process
4. Compatibility with neighboring issues-fence-landscaping dense
5. Issues related to access to and use of E Road have been raised

Mayor Browning asked if there were any comments from the Council.

Councilman Lipp spoke about medians and said that he would need assurance that the project as shown would be the final and not subject to a right of way requirement from DOT.

Councilman Autrey asked what the height of the buildings would be.

Mr. Miller responded 26 feet.

Councilman Autrey said that his concern was that the neighborhood to the right of the project would see the buildings from their residences. He mentioned he felt the park was in the wrong spot and also inquired about the maintenance of the park and the equestrian trail.

Vice-Mayor Herzog mentioned she was concerned about the park.

Councilman Louda said he agreed with Councilman Autrey and was not satisfied with the ingress and egress. He also mentioned that the egress off Loxahatchee Avenue had been closed.

Mayor Browning asked if there were any comments from the Public.

**Nancy Neil, 14141 Tangerine Drive-** Ms. Neil said that she lives directly across from the project and that it seems a lot of traffic will be leaving this site to head down Southern Boulevard where they will have to make a U-Turn or go through the park. She suggested putting the park on the North side where the houses are.

Town Clerk Lippman said that if there are any changes with the park or moving of buildings that the project would need to be resubmitted to DRO.

**Frank Shiola, Marcella Boulevard-** Mr. Shiola asked if the developer would add speed bumps on Tangerine like Marcella Boulevard if the residents on Tangerine wanted them to-to slow down traffic.

**Linda Issacs, Marcella Boulevard-** Ms. Issacs said she liked the idea of moving the park and said that the idea of ERM all around is a good thing. She asked about the lighting at night and nighttime usage of the project. She also asked about the irrigation and where the water would come from and the liability of the park.

Mr. Miller responded that it would be used during regular business hours.

**Lois Roth, Rural Route 3-** Ms. Roth asked if there would be a bus station there. She also inquired why the entry and exits couldn't both be off of Southern Boulevard to stay out of the community with E Road and Loxahatchee Avenue. She brought up employee parking for the buildings and said she felt that the amount of parking was insufficient. She said she also agreed that the park should be moved. Last she mentioned property values.

**Larry Willhite, 233 Tangerine Drive-** Mr. Willhite said he thought the project was okay, but he liked the idea of the park being moved. He asked if drainage was an issue on Tangerine Drive and if speed bumps would be an asset to the project.

Town Clerk Lippman directed the Council to either approve the project or ask them to come back in 30 days to address the issues brought up tonight.

Mayor Browning said that he liked the concept and if the park was moved the woods wouldn't be able to be controlled very well.

Councilman Louda said that when the Town incorporated they knew they would have to make allowance for businesses and like Mayor Browning said we could petition the state to reopen Loxahatchee Avenue. He said his main concern was the ingress and egress.

**Councilman Lipp MOTIONED to have Southern Crossings come back in 30 days to address additional issues, SECONDED by Vice-Mayor Herzog and the MOTION passed unanimously 5-0.**

**Councilman Louda MOTIONED to table Items 12 and 13 till the next Town Council Meeting on Tuesday, December 18, 2007 SECONDED by Councilman Lipp and the MOTION passed unanimously 5-0.**

c. **(Control No.2005-00393) (Application Z-2006-00271) (Lox. Retail Center LOX)**

**GENERAL LOCATION:** Approximately 1,000 feet west of D Road on the north side of Southern Boulevard

**TITLE:** An Official Zoning Map Amendment

**REQUEST:** To adopt a resolution rezoning from the Agricultural Residential (AR) and the General Commercial (CG) Zoning Districts to the Community Commercial (CC) Zoning District

**APPLICATION SUMMARY:** Proposed is the rezoning of a 2.62-acre parcel from the Agricultural Residential (AR) and the Commercial General (CG) Zoning Districts to the Community Commercial (CC) Zoning District to allow for the development of a retail use. The proposed site plan indicates a one story 11,400 square foot building with 60 parking spaces. Access to the site is from Southern Boulevard. 2005-00393

This public hearing followed the quasi judicial proceedings so a few members of the Public and a few staff members were sworn in by Town Attorney Sam Goren.

**Bradley Miller from Miller Land Planning** explained that this project has gone through a similar process as the previous project he represented. He explained that the access to and from- ingress and egress from Southern Boulevard's will replace the drive way that goes to the food store now. He explained that there is cross access throughout this project. He explained the parking spaces were at the 1-200 rate.

Mayor Browning asked if there were any comments from the Council.

Councilman Louda asked if they could postpone the idea of ingress and egress from Tangerine until the Town decides to put traffic on Tangerine.

Mr. Miller responded that they show it as a future access.

Vice-Mayor Herzog asked if this is designed for one or multiple occupants.

Mr. Miller responded multiple.

Councilman Autrey said that Tangerine is a private road and that maybe in the future traffic could be considered but not now.

Councilman Lipp said he had the same comments as before.

Mayor Browning asked if there were any comments from the Public.

**Bob Kuoppala, Lake Worth, Architect for the project-**Mr. Kuoppala said that they would continue to work with the Town's vision for Rural Character.

**Nancy Neil, 14141 Tangerine Drive-** Ms. Neil said that her concern was about Tangerine turning from Rural to a major thoroughfare.

**Linda Issacs, Marcella Boulevard-** Ms. Issacs said her only concern was do we have any control over what type of retail would be allowed in the plaza.

Town Clerk Lippman responded that this would follow the ULDC.

**Councilman Lipp MOTIONED to postpone this so that median widths and right of way can be determined by the applicant, SECONDED by Councilman Autrey and the MOTION passed unanimously 5-0.**

**11. Resolution 2007-015: Uniform Method for Collection (*Public Hearing*)**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SETTING FORTH THE TOWN'S INTENT TO USE THE UNIFORM METHOD FOR THE COLLECTION OF A NON-AD VALOREM SPECIAL ASSESSMENT TO BE LEVIED UPON REAL PROPERTIES LYING WITHIN THE MUNICIPAL BOUNDARIES OF THE TOWN, AS MORE PARTICULARLY DESCRIBED IN EXHIBIT "A," ATTACHED HERETO, TO FUND THE TOWN'S RESIDENTIAL SOLID WASTE COLLECTION SERVICES; STATING A NEED FOR SUCH LEVY; PROVIDING THAT A COPY OF THIS RESOLUTION SHALL BE FORWARDED TO THE PROPERTY APPRAISER, TAX COLLECTOR AND THE FLORIDA DEPARTMENT OF REVENUE; PROVIDING FOR CONFLICTS, SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Goren conducted the reading of Resolution 2007-15.

**Councilman Louda MOTIONED to approve Resolution 2007-15, SECONDED by Councilman Autrey and the MOTION passed unanimously 5-0.**

**12. Approval of RFP 2007-05 for Comprehensive Planning Services**

This item was tabled until the next Town Council Meeting on Tuesday, December 18, 2007.

**13. Approval of the Town Meeting and Office Calendar for 2008**

This item was tabled until the next Town Council Meeting on Tuesday, December 18, 2007.

**14. Presentations for Town Strategic Planning and Visioning:**

Town Attorney Goren said that for the record, any applicant can listen to any other presentation or be present for them.

Town Clerk Lippman asked the Council to limit their questions to 5 minutes. He also mentioned that all Public Comment Forms must be turned in prior to 8:30PM. He repeated that for the record, he had told all the presenters that they could all be in the room but for professional reasons they all had declined the offer.

- a. Cecelia Ward, AICP, Inc. & Rhon Ernest-Jones Consulting Engineers, Inc.

Ms. Ward said that her firm follows the K.I.S.S. approach or keeping it simple. She mentioned the challenges the Town faces, such as, traffic on Okeechobee Boulevard. She mentioned the Rural Character and equestrian lifestyle as well as the residential homes. She said they could complete the project in 4 months-April 2008 and had office locations close to the Town.

Craig Benedict spoke about qualifications and recent projects accomplished.

Ron Ernest-Jones spoke about the Town of Lake Placid Vision Plan being similar to the Groves and mentioned he was a former Mayor of Coral Springs.

**Council Questions:**

Councilman Louda said he didn't hear them mention anything about bringing the Public into the process, such as an American Assembly.

Ms. Ward responded that they would include a Cheret component and send out notifications to engage the community.

Vice-Mayor Herzog asked what feeling do you have for what we want to preserve.

Mr. Jones responded countryside. He said anyone who calls themselves a Town and not a City treasures Rural and Equestrian lifestyles.

Councilman Autrey asked on a range of options, who develops the list of pros and cons. He also mentioned that he didn't see a strategic part in the bid. He asked if the Chreet component affects the price proposal.

Mr. Jones responded that it affects it greatly.

Councilman Lipp said that the public involvement Cheret component is an essential part of this and we are going to be guided by what our neighbors tell us.

b. Staff Connections, LLC

Terry Clark introduced himself and handed out a supplement to his presentation. He started by saying that the challenge would be to maintain and improve your rural way of life amid a changing and threatening environment. He said the items the Town wants to protect are large lots, low density, rural character, and sense of community. He said the items the Town wants to improve are safe roads and walkways, fire protection, water management, day labor gathering, eye sores-code enforcement, and community participation. He mentioned that he had attended

the Drought Impact Workshop the week before and suggested looking at the FP & L facility as a positive instead of a negative because they could re-use water for irrigation and could be a supplemental canal source as well.

He said that with his company the Town would be getting a Strategic Planning Advisor, a Key Facilitator, and a guide for development of the Comprehensive Plan.

**Council Questions:**

Councilman Louda asked how can you get us and our Strategic Plan through DCA to preface for our Comprehensive Plan.

Vice-Mayor Herzog said she liked that he thought small as far as rural for the Town. She asked about local involvement with Charrettes.

Councilman Autrey said he appreciated the comment about FP & L and the water.

Councilman Lipp asked about the projects he had done.

Mayor Browning said he was looking for a planner with rural community background. He asked what Mr. Clark had done with Collier County.

Mr. Clark said that he could have the plan ready in November 2009. He also said he encourages the American Assembly process.

c. The Mellgren Planning Group

Michelle Mellgren introduced herself as the Principal for the group and David Oaks the Director of Communications for the group which is located in Davie, Florida. She started by mentioning community outreach and said that they have successfully mobilized community involvement in neighborhood planning and consensus building. She said you need to get neighbors to understand other neighbors and this can be difficult when you have strong opinionated people.

She explained that the people would be broken up into small groups and sit at tables with a facilitator at each table to head the discussion. She said it would be a 5 month process. She told a story about The Town of Southwest Ranches which had been an unincorporated part of Broward County that was not well liked by the County and when they incorporated she became their Town Planner. She said it is important to have some rules but not to hurt their rural lifestyle.

**Council Questions:**

Councilman Louda questioned their relationship with New Community Strategies.

Town Manager Rosenbaum said that they had previously worked together on other projects.

Vice-Mayor Herzog said the presentation tonight cleared up some of the concern she had with the strengths of the firm in visioning and planning.

Councilman Autrey asked what they saw as some of our issues with the Town.

Ms. Mellgren responded that Southern Boulevard was an issue.

Councilman Lipp mentioned how when the Town incorporated they used Southwest Ranches as a model.

Mayor Browning said that it did seem very similar to the Groves.

d. Analytica

Herb Marlowe introduced himself and started by saying that we need to identify what is particularly distinctive about the Groves and what to do to protect that.

**Council Questions:**

Councilman Louda asked if Mr. Marlowe was the entire company. He also inquired about the price and said the Council had received bids with a widespread range of prices. He mentioned that Mr. Marlowe's was on the lower end and would he be able to get everything done with this price

Mr. Marlowe responded yes and that he has a couple of colleagues who he mentioned in his report. He mentioned that the price will also depend on the amount of research needing to be done and the amount of community involvement required.

Vice-Mayor Herzog inquired about the electronic polling. She also said she enjoyed reading about his widespread involvement within the State and Palm Beach County.

Councilman Autrey mentioned the Strategic Plan for Palm Coast which was 110 pages long. He asked what percent the Groves plan would look like of this plan.

Mr. Marlowe said probably about 60-70%.

Councilman Lipp inquired about public Cherets. He said he also was impressed with the Palm Coast plan.

e. The LPA-TMH Team

Rochelle introduced herself and Tom. She said they were from Melbourne, Florida. The conclusion of their presentation was: 3 Tasks-4 Meetings-2 Firms-1 New Town=Success="Priceless". She said it was a planners dream to be able to help a new town to create a vision and that they would love to be part of it.

**Council Questions:**

Councilman Louda asked about the 4 meetings and how they planned on bringing the Public in.

Rochelle responded that the PIP planning includes the Public and they are strong advocates that all Charrette opportunities include those stakeholders. Tom said the Public could go online and enter comments if they couldn't make it to the meetings.

Vice-Mayor Herzog asked about copying and mailing and how much extra that would add to their price. She also said she noticed that they had done work for many newly incorporated Towns.

Rochelle said that if the Town can make the copies that there would be no charge.

Councilman Autrey asked how they propose to develop a resource document and what their trick is to get huge attendance at the meetings which was a positive mentioned by all of their references.

Tom responded that research would be done on their part and they would look at plans done by the County and the Town, have discussions with people in the area, interviews with Council members and maybe LGWCD.

Rochelle said she would go door to door and that it is important to meet people on their own territory. She said they try to make things exciting, interesting, creative and fun.

Tom said it is important to give people opportunities and meetings are good but not everyone can attend them.

Councilman Lipp said he very easily read and understood their plan.

f. Carpe Diem Community Solutions, Inc.

Wendy Grey introduced herself and said she was representing Lynn Cherry and the firm. She said their company was named Carpe Diem which translates to "Seize the Day" in Latin and that speaks to their ability to collaborate with the Groves seizing each opportunity while expanding the possibilities with creative facilitation and planning. She said she understood the desire to maintain the rural and equestrian character. She mentioned that the firm had worked with several small communities in the Southeast.

**Council Questions:**

Councilman Louda asked if they had any direct experience with a newly incorporated Town. He also mentioned the need for public input and meetings and to continue public involvement and asked if they would work that into their plan or if that would require a re-quote.

Ms. Gray responded no, not with this exact situation. She also said that public involvement had not been figured into the price quote in the bid..

Vice-Mayor Herzog asked how do you see interaction with DCA and helping us with our Comprehensive Plan.

Councilman Autrey asked if she could describe what a Strategic Plan is.

Ms. Grey responded that it is a document that sets forth what you intend to accomplish and who is going to do it, how they will get you there, and how it will be funded.

Councilman Lipp said he had no questions.

g. Bell David Planning Group

Jerry Bell and Alex David introduced themselves and explained that their process is built upon a very involved public involvement process to promote public participation so stakeholders buy in. They explained that this would be the foundation for the Comprehensive Plan. They explained that their approach would be to interview Town Staff and elected officials and to identify community needs and policy statements. They mentioned they are currently working on the Comprehensive Plan for Cutler Bay who incorporated 2 ½ years ago.

**Council Questions:**

Councilman Louda said they hit the right bell with public input. He asked if you don't require contact with DCA, how do they look at it if and when you do contact them.

Vice-Mayor Herzog asked if there was a concern with the cost could there be an adjustment made if they were selected.

Mr. Bell responded that they would be willing to negotiate.

Councilman Autrey said he agreed with Councilman Louda on the transmittal to DCA ahead of time.

Councilman Lipp said he had no questions.

h. The Institute for Community Collaboration, Inc.

Julia Trevarthen introduced herself and said she was from Hollywood, Florida. She said she would be the Project Manager. She said the first thing she would do would be to work with the Town and their existing materials. She said then they would organize the planning sessions. She said they would then compile all the information that comes out of these and that would become the blue print as to where to go next. She said that she has access to the South Florida Regional Planning Council and can call on those resources if she needs to. She said they also did all the original strategic planning with Southwest Ranches to set up what the Mellgren group handles now.

**Council Questions:**

Councilman Louda asked about sessions and if they engaged the Public. He asked if a different price would need to be negotiated due to the addition of American Assemblies.

Ms. Trevarthen responded that there would be two full days, one with the Council, and one with the Public.

Vice-Mayor Herzog said she had no questions and the presentation had been very well organized.

Councilman Autrey asked if they were stronger with the Visioning or Strategic side of planning.

Ms. Trevarthen responded that her agency is obsessed with implementation.

Councilman Lipp asked about a time frame needed to complete the plan.

Ms. Trevarthen responded that if they started in January it would probably take anywhere between 3-5 months.

Mayor Browning inquired about her firm being a non-profit organization.

### **15. Decision for Town Strategic Planning & Visioning Planning Firm**

Town Clerk Lippman handed out voting sheets to the Council. He thanked Claus for helping with the firms while they were waiting to make their presentations to the Town. He recommended narrowing it down to 4 of the 8 firms and inviting them back to the next meeting where they could do a question and answer session only.

Councilman Autrey said he had a concern that some of the firms were confused by the RFP.

Town Manager Rosenbaum said that the visioning process is your public participation element.

Town Attorney Goren said the RFP process predicts flexibility. He said a sealed bid price should not be the predominant element in your discussion. He said all the firms meet the basic qualifications and you need to rank who you feel is in the Town's best interest.

Town Clerk Lippman instructed the Council to Rank 1 as the best and 8 as the worst.

The general consensus was reached that 4 of the 8 firms would be invited back.

Town Attorney Goren said this is a a unique process and you are not negotiating a price on the table, you know where the ranges are because they can legally provide them, my advice is to not negotiate on the podium.

Town Manager Rosenbaum said in his opinion that the American Assembly is the best process.

Town Clerk Lippman said he would prepare a letter requiring an adjusted bid including the American Assembly process.

The rankings were:

1. Mellgren Planning Group
2. Analytica
3. The Institute for Community Collaboration, Inc.
4. LPH-TMH Team

**Councilman Lipp MOTIONED to move ahead with the Strategic Visioning and Planning Service RFP, SECONDED by Councilman Louda and the MOTION passed unanimously 5-0.**

## **16. Public Comments**

**Anne Parker, 15565 Collecting Canal Road-**Ms. Parker said her main concern with agenda items #10a and #10b was with the traffic and people leaving the plazas and trying to get across Southern Boulevard. She also made a comment that the Town Council is doing a good job.

**Tom Sterns, Royal Palm Beach-** Mr. Sterns said he was there representing Wellington Christian Church and his question was regarding commercial zoning. He asked if he could say potential commercial to them.

### **17. Town Clerk Comments**

There were no comments.

### **18. Town Attorney Comments**

There were no comments.

### **19. Council Member Comments**

Mayor Browning said he had received a letter from Pahokee asking for the Groves to assist in funding a BBQ.

Town Clerk Lippman said he would draft a letter and forward it to the mayor politely declining with any financial assistance.

### **20. Adjournment**

**Councilman Louda MOTIONED to adjourn meeting, SECONDED by Vice-Mayor Herzog and the Motion passed unanimously 5-0.**

There being no further discussion and no additional public comment the meeting was adjourned at 12:00 a.m.

Dave Browning  
MAYOR DAVE BROWNING

ATTEST:

Matthew Lippman  
Matthew Lippman, Town Clerk

1/15/08  
Date Approved

STATE OF FLORIDA  
COUNTY OF Alachua

I HEREBY CERTIFY that the above and foregoing is a true and correct copy of:  
Minutes  
as recorded in the Office of the Town Clerk.

WITNESS my hand and official seal this 15<sup>th</sup> day of January, A.D. 2008.

TOWN OF Washburn  
BY: Matthew Lippman