



Town of Loxahatchee Groves
Regular Town Council Meeting
Tuesday, November 1, 2011 at 7:00 p.m.
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 7:02 p.m. Present were Mayor David Browning, and Councilmen Tom Goltzené, Ronald D. Jarriel and Jim Rockett. Also present were Town Manager Mark Kutney, Town Clerk Janice M. Moore, and Town Attorney Michael D. Cirullo, Jr.

- b. Pledge of Allegiance - Led by Mayor Browning
- c. Invocation - Given by Mayor Browning
- d. Additions and Deletions

The following items were added to the agenda: Item 4 a.1 Approval of Financial Statements for August and September 2011; 4 b. Citizens Emergency Response Team (C.E.R.T.) Report – Ken Johnson; Item 4 c. Brief Update on Palm Beach State College Update (Councilman Goltzené); Item 4 d. Discussion on Folsom Road Truck Signs (Councilman Rockett); Item 4 e. Ecogreen System (Mayor Browning).

- e. Approval of Agenda

Motion: Councilman Rockett moved to **approve** the Agenda as amended. Councilman Jarriel seconded the motion, which passed unanimously. **(Motion carried 4-0).**

2. Consent Agenda

- a. Approval of Minutes: October 18, 2011
- b. Invoices – Goren, Cherof, Doody & Ezrol, P.A. for October 2011

Motion: Councilman Jarriel moved to **approve** the Consent Agenda with amendments to the minutes as noted by Town Clerk Moore. Councilman Rockett seconded the motion, which passed unanimously. **(Motion carried 4-0).**

3. Presentations

- a. Day Property Small Scale Land Use Plan Amendment, Kieran J. Kilday of Urban Design Kilday Studios

Mr. Kilday provided an overview of the amendment with a PowerPoint presentation. A copy of which has been filed with Town records.

Public Comment

Ken Johnson, 15409 Collecting Canal, questioned if the Town needed retail space.

4. Committee Reports

- a. Finance Advisory & Audit Committee (Meeting October 24, 2011)

Vice Chair Elise Ryan reported the following:

- The August and September 2011 financials were approved; adjustments need to be made.
- Over budgeted line items: legal, code enforcement and administration; and auditing of security of public records and financials.
- Town Management to provide a written assessment of findings and recommendations regarding financials.
- Committee supported Town Management's recommendation in having the Town purchase their own financial software.
- Committee supported Town Management's recommendation to purchase new computers due to problems with operating system.
- Committee supported the creation of a separate fund for cost recovery.
- Committee supported Town Management's recommendation to purchase used furniture for conference room for smaller committees to meet.
- Town Management to review the financial policies and accounting manual and make recommendations.
- Possibly budget amendment due to changes and the creation of cost recovery fund.

1. Approval of Financial Statements for August & September 2011

Motion: Councilman Rockett moved to **approve** the Financial Statements for August 2011. Councilman Jarriel seconded the motion, which passed unanimously. **(Motion carried 4-0).**

By consensus, Town Council **agreed** to postpone the Financial Statements for September 2011.

b. Citizens Emergency Response Team (C.E.R.T.) Report

Nancy Hayward, CERT member, provided a short presentation on the closed Point of Distribution (POD) drill that took place the previous Friday; the purpose of the drill was to practice the protocol of the distribution of medicine to the community. She introduced Dr. Woo, Palm Beach County Department of Health.

c. Brief Update on Palm Beach State College

Councilman Goltzené spoke about the main issue of the not wanting to accommodate the full size of Linear Park. He requested that the Town Council discuss its position and have united front at the upcoming meeting. Councilman Goltzené suggested a 75 foot buffer for the water control district and a monetary compensation. Councilman Jarriel suggested the minimum of a 100 foot buffer and spoke about developers investing in the community. Councilman Rockett spoke about previous extensive discussions with good input from the community and a comfort level that was acceptable. He said he wanted to hear what they had to say. Mayor Browning noted that changes to the comprehensive land use plan might need to be addressed.

Public Comment

Dennis Lipp, 13402 North Road , supported giving back to Loxahatchee Groves and noted that Linear Park had not been voted on.

Ken Johnson, 15409 Collecting Canal, noted agreeing with the Town Council's comments, suggested no more than 250 feet and spoke about the added incentive of linear park.

John Ryan, 3508 A Road, spoke in favor of the college acquisition and that discussions should proceed promptly.

Cassie Suchy, 3685 B Road, questioned the development at what expense. She requested to proceed cautiously.

Grace Joyce, 147th Avenue North, spoke in favor of the Town Council's comments, and noted support for the college and the importance for the park getting into the Town's Comprehensive Plan.

d. Discussion on Folsom Road Truck Signs

Councilman Rockett spoke about the confusion about the “No Thru Trucks” sign and recommended the elimination of that sign. Town Attorney Cirullo noted that he would consult with the town manager to confirm the authority to remove the sign.

Lt. David Combs, Palm Beach County Sheriff’s Office, noted that the sign was not a major or high volume issue and he could make the determination at a later time if the sign was needed.

Councilman Jarriel suggested the town manager contact the county engineer instead of incurring additional legal fees with involving the town attorney.

e. Ecogreen System

Mayor Browning distributed brochures on Equine Eco Green, a company reducing problems in heavily populated equine communities.

5. Public Hearings - Ordinances 2nd Reading - None

6. Ordinances - 1st Readings – None

7. Resolutions - None

8. Old Business - None

9. New Business

a. Town Office Space Lease Agreement with Yee’s Corp.

Town Manager Kutney provided a brief overview of the lease agreement and the changes. Councilman Goltzené recommended “up to a 5%” rate increase and a longer term at the same rate. Councilman Rockett supported a two (2) year lease at same rate with an automatic renewal.

By consensus, the Town Council **provided** the authority to Town Manager Kutney to negotiate a revised lease agreement.

Public Comment

John Ryan, 3508 A Road, spoke positively about the utilities included in the contract.

b. Review of September 2011 Bucket List

Councilman Rockett expressed concern for all of the issues that were being addressed by Town Management in the office and recommended holding off on anything else other than the stop light on Okeechobee Blvd. Councilman Jarriel supported focusing on the office. The Town Council spoke of various outstanding items and gave direction to Town Manager Kutney regarding follow-up.

By consensus, the Town Council **agreed** to put the list aside for the time being and would provide input to the Town Manager on specific items at a later time.

10. Administrative Update

Town Manager Kutney reported that the Palms West Chamber of Commerce community room has been secured for the following meetings and future meetings:

- Tuesday, November 15, 2011 at 7:00 p.m. – Town Council & Palm Beach State College Board of Trustees Workshop
- Wednesday, November 16, 2011 at 9:00 a.m. – Special Magistrate Hearing

He also announced the following meeting: Saturday, January 14, 2012 - Town Council & the Board of Supervisor for the Water Control District Workshop.

Town Manager Kutney requested approval for the mayor to execute the agreement.

Motion: Councilman Rockett moved to **authorize** the town attorney and town manager to enter into agreement with the Palms West Chamber of Commerce with the mayor to execute. Councilman Goltzené seconded the motion, which passed unanimously. **(Motion carried 4-0.)** Gold, 4-0

Town Manager Kutney report several changes to the WPI agreement from George Perez regarding the 148th Terrace Culvert Bridge.

Town Manager Kutney suggested a January “Administrative Vision Workshop” for the purpose of presenting assessments found, modifications put in place, future direction and feedback from the Town Council.

Mayor Browning made note that he would like to see one (1) Town Council meeting a month and the second meeting reserved for other business.

Town Manager Kutney presented a certificate of appreciation from the Literacy Coalition of Palm Beach County for supporting “Read for the Record” featuring *Llama, Llama red pajama* by Anna Dewdney. Mayor Browning noted that he read the book for five (5) classes at Loxahatchee Elementary School and one (1) class at Noah’s Ark in red pajamas.

Town Manager Kutney reported that Bridget Subramanaya resigned from the Finance Advisory & Audit Committee. He said he would advertise a notice of the vacancy to get resumes and interest, and noted that the position was Councilman Goltzene's appointment.

11. Closing Comments

a. Public

Dennis Lipp, 13402 North Road, chairman of the P&Z Board, requested if alternates of the Board could participate as non-voting members, but not vote. By consensus, the Town Council gave the town manager and town attorney direction to look into the request.

b. Town Attorney Comments - *None*

c. Town Council Member

Councilman Rockett thanked everyone for attending the meeting. He said he liked the meeting agenda and thanked the Town Council in acting on various areas and making progress.

Councilman Goltzené thanked everyone for attending the meeting.

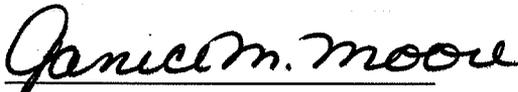
Councilman Jarriel thanked everyone for attending the meeting.

Mayor Browning thanked everyone for attending the meeting.

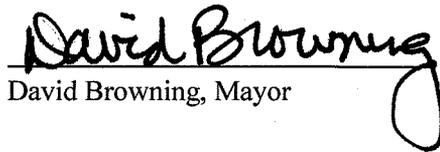
d. Adjournment

Councilman Rockett moved to **adjourn** the meeting at 9:01 p.m. Councilman Goltzené seconded the motion, which passed unanimously. **(Motion carried 4-0).**

**These minutes were approved by the
Town Council on Tuesday, December 6, 2011.**



Janice M. Moore, Town Clerk



David Browning, Mayor

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