

TOWN OF LOXAHATCHEE GROVES
ROADWAY, EQUESTRIAN TRAILS & GREENWAY
COMMITTEE MEETING AGENDA
Thursday, October 16, 2014

Chair Keith Harris

Vice- Chair Jo Siciliano

Committee Member Nina Corning

Committee Member Kathy Strehlow

Committee Member Laura Danowski

Town Council Liaison Tom Goltzené

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
Roadway, Equestrian Trails & Greenway
Advisory Committee Meeting
Wednesday, October 16, 2014 at 7:00 p.m.
Meeting Location
Central Palm Beach County Chamber of Commerce
13901 Southern Boulevard, Loxahatchee Groves, FL

Chair Keith Harris
Vice-Chair Jo Siciliano
Committee Member Nina Corning
Committee Member Kathy Strehlow
Town Council Liaison Tom Goltzené

Town Manager Bill Underwood
Town Clerk Janet K. Whipple

**TENTATIVE
SUBJECT TO
REVISION**

PUBLIC NOTICE/AGENDA

*Vision: To Develop a Recreational Greenways and Equestrian
Trail Network for the Rural Town of Loxahatchee Groves.*

1. OPENING

- a. Call to Order & Roll Call
- b. Pledge of Allegiance & Invocation – Chair Harris
- c. Approval of Agenda

2. MINUTES

- a. June 25, 2014 – RETGAC Meeting Minutes

3. PRESENTATIONS

- a. Review Presentation of Resolution No. 2011-005:
(Chair Harris)

4. OLD BUSINESS

- a. Final RETGAC Review and Approval of Equestrian Signs. *(Chair Harris)*

5. NEW BUSINESS

- a. Discussion of Speed Hump Concerns. *(Chair Harris)*

6. ADMINISTRATIVE UPDATE

7. CLOSING COMMENTS

- a. Public
- b. Committee Members
- c. Concluding Administrative Remarks

8. ADJOURNMENT

The next meeting is tentatively scheduled for November 20, 2014.

Comments Cards: Anyone from the public wishing to address this Committee 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 this Committee 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.

RETGAC Meeting Minutes

June 25, 2014

Mayor David Browning, Seat 4
Vice Mayor Ronald D. Jarriel, Seat 1
Councilman Tom Goltzené, Seat 5
Councilman Ryan Liang, Seat 3
Councilman Jim Rockett, Seat 2



Town of Loxahatchee Groves
Roadway, Equestrian Trails & Greenway
Advisory Committee Meeting
Wednesday, June 25, 2014 at 7:00 p.m.
Meeting Location
Central Palm Beach County Chamber of Commerce
13901 Southern Boulevard, Loxahatchee Groves, FL

Chair Keith Harris
Vice-Chair Jo Siciliano
Committee Member Nina Corning
Committee Member Kathy Strehlow
Town Council Liaison Tom Goltzené

Town Manager Mark Kutney
Town Clerk Janet K. Whipple

MINUTES

Vision: To Develop a Recreational Greenways and Equestrian Trail Network for the Rural Town of Loxahatchee Groves.

1. OPENING

a. Call to Order & Roll Call

Chair Harris called the meeting to order at 7:05 p.m. Present were Chair Keith Harris, Vice-Chair Jo Siciliano, Committee Member Kathy Strehlow, and new Member Laura Danowski (Mayor Browning's Appointment). Committee Member Nina Corning was not present at this time. Also present were Councilman Tom Goltzené (Board Liaison), Town Manager Mark Kutney, and Town Clerk Janet K. Whipple.

b. Approval of Agenda

Motion: Vice-Chair Siciliano made a motion to approve the Agenda as presented. Committee Member Strehlow seconded the motion.

Chair Harris noted for the record that Committee Member Nina Corning arrived at 7:09 p.m.

(Note Committee Strehlow started to make corrections to the minutes at this point, but was deferred to the time for Approval of the Minutes.)

Upon vote the motion passed 5/0.

2. MINUTES – Approval of Minutes:

a. March 26, 2014 - RETGAC Meeting

Motion: Committee Member Strehlow made a motion to hold off on approval of the March 26, 2014 Minutes until the work trials, or trails, referred to by Virginia Standish, can be clarified on page 4 of 4. Vice-Chair Siciliano seconded the motion. Upon vote the motion passed 5/0.

b. May 15, 2014 – RETGAC portion of Joint Meeting with the Planning and Zoning Board.

Motion: Committee Member Strehlow made a motion to approve the May 15, 2014, Minutes as presented. Vice-Chair Siciliano seconded the motion.

Committee Member Corning had a concern about a comment she had made on page 8 of 9 that should have read “we” now have site control.

Committee Member Strehlow revised her motion to reflect the request from Committee Member Corning that stated “we” now have site control instead of the “Town” has site control. Vice-Chair Siciliano also had no problem revising her second. Upon vote, the motion passed to approve the Minutes of May 15, 2014, as amended, passed 5/0.

(Clerk Note: The change was hand written into the minutes of May 15, 2014, as the “we” referred to the Loxahatchee Groves Water Control District.)

3. PRESENTATIONS - None

4. OLD BUSINESS

a. Discussion of B Road and F Road crossings at Okeechobee Boulevard. (Chair Harris)

Chair Harris will bring presentation boards back to the RETGAC Board, to the Town Council and to Palm Beach County with trail elevations, and a special map showing connections of all three areas of trails. Included will indicate B and F Roads which will necessitate a crossings.

b. Discussion of Equestrian signs.

Town Manager Kutney indicated that since the Town is in the Budget Season, it is time now to decide on the equestrian signage of their choice, in order to bring the recommendation to the Town Council. At this time there is a count of seventeen (17) signs.

The Committee discussed the use of one post on each sign, location of signs, colors, different trails, and additional details for the signs.

Motion: Committee Member Strehlow made a motion to have the sign state “Slow for Horses, it’s the Law” with the Florida Statute number at the bottom. Vice-Chair Siciliano seconded the motion. Upon vote, the motion passed 5/0.

The Committee Members discussed colors for the equestrian signs.

Motion: Board Member Corning made a motion for a black and white sign with “Law” in red, a border around the sign for attention, and one post. Committee Member Danowski seconded the motion.

Chair Harris reiterated sign colors describing a white sign, black letters, “Law” in red, red border.

Upon vote, the motion passed 5/0.

Motion: Committee Member Strehlow made a motion for the sign to be a two feet by three feet (2’x3’) vertical sign, with one post. Committee Member Danowski seconded the motion. Upon vote, the motion passed 5/0.

5. NEW BUSINESS

- a. Discussion of Trails - Site Overview. *(Chair Harris)(email included)*

Chair Harris addressed work on 6th Court for equestrian trails. He will do a walkabout to develop a route, and then the Committee can meet to decide what needs to be done. Once completed, the plan can be sent to Town Council for consideration

The Committee discussed making sure there was an overall vision for the trails in order that the easements cannot be encroached upon, the Sunshine Law, the availability of trail money, decisions of how to use the funds, and presenting an overall “big picture” to Council.

Chair Harris stated the trail maps should be ready in July.

The Committee discussed trails.

Motion: Committee Member Strehlow made a motion to request Town Council develop an Interlocal Agreement with the Loxahatchee Groves Water Control District (LGWCD) to clean/maintain the Town’s currently dedicated trails on North E Road and F Road. Vice-Chair Siciliano seconded the motion.

The Committee discussed, and tried to decide, whether to just address North E Road and F Road at this time.

Committee Member Strehlow restated her motion to include the Town Council enters into and Interlocal Agreement with the Loxahatchee Groves Water Control District (LGWCD) in order to proceed on the trail system as soon as possible and immediately commence maintenance on the dedicated equestrian trails on North E Road and F Road. Vice-Chair Siciliano seconded the restated motion. Upon vote, the motion passed 5/0.

Town Manager Kutney stated the Intergovernmental Coordination Committee (IGC) is the most appropriate place to start with the presentations, as there is a Council Member and a Supervisor present.

- b. Discussion for notification of monthly Committee Reports to Town Council. (*Chair Harris*)

Motion: Vice-Chair Siciliano made a motion for RETGAC provide Monthly Committee Reports during the Town Council Meetings. Committee Member Strehlow seconded the motion.

Town Manager Kutney and Councilman Goltzené informed the Committee that this was an information spot only, and to avoid being political.

Upon vote, the motion passed 5/0.

- c. Update on Minto/Okeechobee Boulevard Joint Workshop between RETGAC and P&Z. Need to develop recommendations to Council. (*Chair Harris*)

Keith explained what happened during the joint meeting, and it was voted unanimously to go to Palm Beach County and request the Town try to gain control of Okeechobee Boulevard. This included presenting the roundabout idea.

Town Manager Kutney met with Mr. Webb, Engineer from Palm Beach County. Mr. Webb said there is no process, and it would be hard for him to recommend this idea. Mr. Webb recommended the Town send a formal request letter to the Palm Beach County Board of County Commissioners. Mr. Kutney will report to Council and request to draft a formal request letter. It was explained to the Committee what it entailed if the Town was in control of Okeechobee Boulevard.

Loring Hart Woods, 15201 Timberlane Place, felt the Town should stay united even with the Okeechobee Boulevard division.

6. ADMINISTRATIVE UPDATE - Town Manager Kutney

Town Manager Kutney talked about using the IGC, he will summarize during the Town Council meeting to give more coverage.

7. CLOSING COMMENTS

- a. Public

No Public Comments

- b. Committee Members

Committee Member Strehlow had nothing further to say.

Committee Member Corning welcomed new Member Laura Danowski.

Vice-Chair Siciliano also welcomed Laura Danowski, and stated she was not the new kid anymore.

Committee Member Danowski thanked everyone for having her and answering silly questions, and was happy to be at the meeting.

Keith also welcomed Laura Danowski to the Committee, and appreciated her being a part of the team. The Town will only benefit by the efforts of its citizens, and by Ms. Danowski stepping up, will help direct the Town to a more positive direction.

c. Concluding Administrative Remarks

Councilman Goltzene stated there was an IGC Meeting the next day.

8. ADJOURNMENT

There being no further business to come before the Committee, Chair harris adjourned the meeting at 8:36 p.m.

The next meeting is tentatively scheduled for July 23, 2014.

Comments Cards: Anyone from the public wishing to address this Committee 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 this Committee 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 3.a.

Presentations

Resolution No 2011-005

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2011-005

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PROVIDING FOR THE CREATION OF THE “ROADWAY, EQUESTRIAN TRAILS AND GREENWAY ADVISORY COMMITTEE”; PROVIDING FOR DUTIES OF THE COMMITTEE; PROVIDING FOR THE METHOD OF APPOINTMENT OF COMMITTEE MEMBERS; PROVIDING FOR COMPLIANCE WITH FLORIDA’S SUNSHINE LAW AND PUBLIC RECORDS LAW; PROVIDING FOR PROCEDURAL MATTERS OF THE COMMITTEE; PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, it is the desire of the Town Council of the Town of Loxahatchee Groves, Florida, to create the “Roadway, Equestrian Trails and Greenway Advisory Committee” to advise the Town Council as to issues related to roadways, multi-purpose and equestrian trails, greenways, parks and related water issues; and

WHEREAS, the primary responsibilities of the Town’s Roadway, Equestrian Trails and Greenway Advisory Committee will be to conduct public meetings to review issues relating to roadways, multi-purpose and equestrian trails, greenways, parks and related water issues within the Town, and provide recommendations to the Town Council on furthering the enhancement, improvement, and development of these items; and

WHEREAS, the Town Council desires to encourage full participation by all residents of Loxahatchee Groves who are interested in being appointed to the Town's Roadway, Equestrian Trails and Greenway Advisory Committee; and

WHEREAS, the Town Council desires to enact procedures by which the individual Council Member’s appoint members to the Roadway, Equestrian Trails and Greenway Advisory Committee; and

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2011-005

WHEREAS, the Town Council determines that the creation of the Roadway, Equestrian Trails and Greenway Advisory Committee is in the best interests of the residents of the Town.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Loxahatchee Groves, Florida, as follows:

Section 1. That the foregoing “WHEREAS” clauses are confirmed and ratified as being true and correct and are hereby made a specific part of this Resolution.

Section 2. The Town Council hereby establishes the Town’s “Roadway, Equestrian Trails and Greenway Advisory Committee” as follows:

- I. Creation of the “Roadway, Equestrian Trails and Greenway Advisory Committee.”** There is created the Roadway, Equestrian Trails and Greenway Advisory Committee to act as an advisory board to the Town Council, as follows:
 - (A) **Qualifications.** Each member of the Roadway, Equestrian Trails and Greenway Advisory Committee shall be a resident of the Town.
 - (B) **Duties.** The Roadway, Equestrian Trails and Greenway Advisory Committee’s duties include, but are not limited to:
 - 1. Reviewing and analyzing projects relating to roadways, multi-purpose and equestrian trails, greenways, parks and related water issues as may be assigned to it by the Town Council from time to time;
 - 2. Making recommendations to the Town Council on the enhancement, improvement and development of roadways, multi-purpose and equestrian trails, greenways, parks and related water issues within the Town; and,
 - 3. Reviewing possible grant opportunities, preparing grant applications making recommendations thereon to the Town Council.

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2011-005

(C) The Committee shall be comprised of five (5) voting members, to be appointed by individual Town Council Members.

(D) The Town Council shall appoint one member of the Town Council to serve as a non-voting liaison to the Roadway, Equestrian Trails and Greenway Advisory Committee.

(E) The voting members shall serve at the pleasure of the Town Council. The terms of the voting members shall run concurrently with the term of the Council Member who nominated the voting member to the Committee.

(F) An attendance requirement shall be imposed on all members of the Roadway, Equestrian Trails and Greenway Advisory Committee. Unless excuse of absence is granted by the Roadway, Equestrian Trails and Greenway Advisory Committee, a member of the Roadway, Equestrian Trails and Greenway Advisory Committee shall be removed by the Town Council if he/she has missed five (5) consecutive meetings of the Committee within a twelve (12) month period.

(G) Committee members, and/or companies or employers in which the members have a direct financial interest, shall not do business with the Town, in accordance with Florida Statutes 112.313, and pertinent opinions of the Florida Commission on Ethics. If any member of the Committee finds that his/her personal interests are involved in any matter coming before the Town Council, he/she shall disqualify himself/herself from all participation in the matter.

(H) If a regular member of the Roadway, Equestrian Trails and Greenway Advisory Committee resigns or is removed from his or her position, the nominating Council Member shall appoint the replacement.

II. Advisory Only. The actions, decisions, and recommendations of the Roadway, Equestrian Trails and Greenway Advisory Committee shall be advisory only.

III. Meetings, Dates, Procedures, Records, Quorum, and Compensation.

(A) The Roadway, Equestrian Trails and Greenway Advisory Committee shall hold an organizational meeting at the first scheduled meeting following the appointment of the members of the Roadway, Equestrian Trails and Greenway Advisory Committee. The purpose of the Roadway, Equestrian Trails and Greenway Advisory Committee organizational meeting is for the members to elect a Chair and Vice Chair from its voting membership for terms of one (1) year.

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2011-005

(B) The Roadway, Equestrian Trails and Greenway Advisory Committee shall meet on a regular or as-needed basis, as determined by the Roadway, Equestrian Trails and Greenway Advisory Committee.

(C) All meetings, records and files of the Roadway, Equestrian Trails and Greenway Advisory Committee shall be open and available to the public, consistent with Chapter 119, Florida Statutes (the Public Records Law) and Chapter 286, Florida Statutes (the "Sunshine Law"). In addition, members of the Roadway, Equestrian Trails and Greenway Advisory Committee shall ensure that their actions are in compliance with Chapter 119, Florida Statutes (the "Public Records Law") and Chapter 286, Florida Statutes (the "Sunshine Law").

(D) Notice for any meeting of the Roadway, Equestrian Trails and Greenway Advisory Committee shall be posted in accordance with Chapter 286, Florida Statutes (the "Sunshine Law") and on the Town's website and at the Town Office no later than 24 hours prior to the scheduled meeting.

(E) Three (3) voting members in attendance shall constitute a quorum of the Roadway, Equestrian Trails and Greenway Advisory Committee.

(F) The Town Manager or his/her designee shall act as secretary to the Roadway, Equestrian Trails and Greenway Advisory Committee, and be responsible for attending all meetings and providing the items necessary for conducting meetings, as requested by the Chair, and for recording and preparation of meeting minutes. The Town Attorney or his/her designee shall act as attorney for the Roadway, Equestrian Trails and Greenway Advisory Committee, on an as-needed basis.

(G) Town staff will reasonably provide adequate support to the Committee to discharge its responsibilities as assigned by the Town Council.

(H) Members of the Roadway, Equestrian Trails and Greenway Advisory Committee shall serve without compensation for the performance of their duties.

Section 3. Severability. If any clause, section, or other part or application of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated, and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

TOWN OF LOXAHATCHEE GROVES

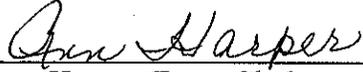
RESOLUTION NO. 2011-005

Section 4. Conflicts. All Resolutions or parts of Resolutions in conflict herewith are to the extent of such conflicts hereby repealed.

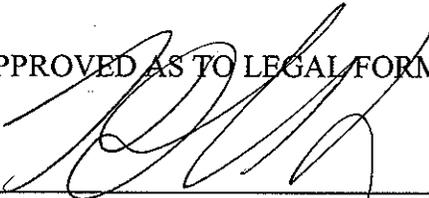
Section 5. Effective Date. This Resolution shall take effective immediately upon its adoption.

ADOPTED by the Town Council of the TOWN OF LOXAHATCHEE GROVES, FLORIDA, this 17th day of May, 2011.

ATTEST:



Ann Harper, Town Clerk

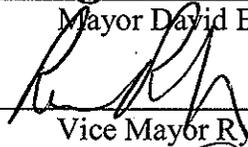
APPROVED AS TO LEGAL FORM:


Michael D. Cirullo, Jr. Town Attorney

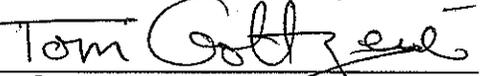
TOWN OF LOXAHATCHEE GROVES,
FLORIDA



Mayor David Browning



Vice Mayor Ryan Liang



Council Member Tom Goltzené



Council Member Ron Jarriel



Council Member Jim Rockett

MDC:aw

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Item 4.a.

Old Business

Final Review of Equestrian Signs

Britco Sign Manufacturing, Inc

1137 Silver Beach Road
 Lake Park, FL 33403

Phone: 561-848-1411 Fax: 561-848-2230

Estimate

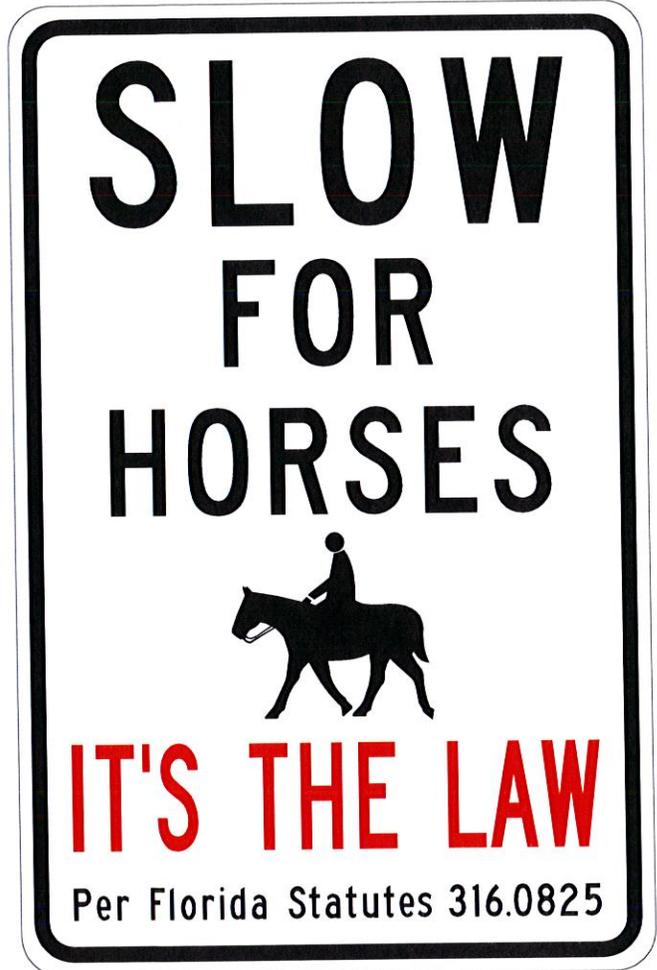
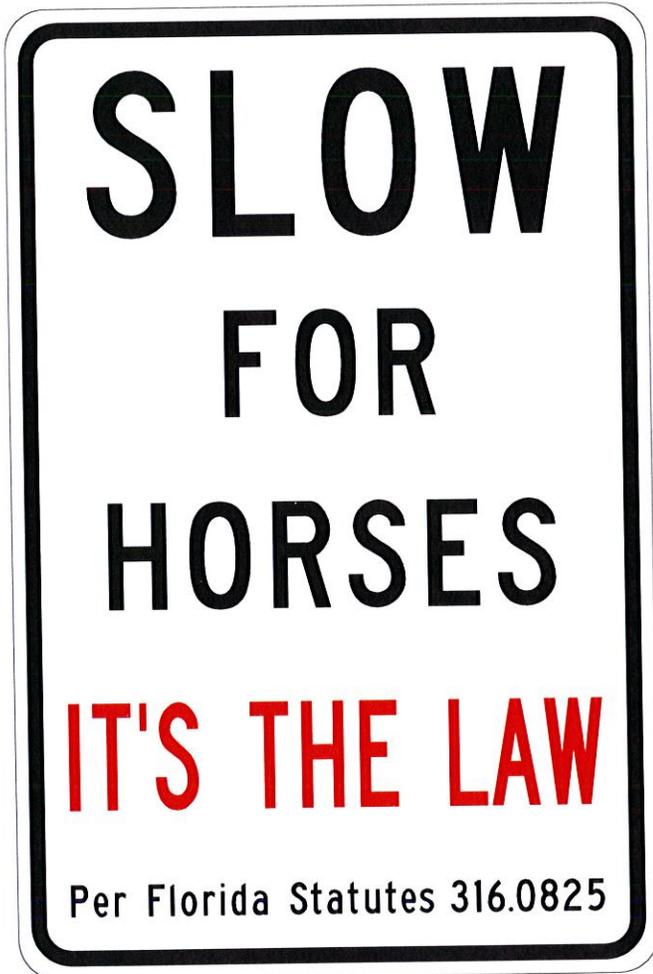
Date	Estimate #
9/30/2014	626

Name / Address
TOWN OF LOXAHATCHEE GROVES 14579 SOUTHERN BLVD SUITE 2 LOXAHATCHEE GROVES, FL 33470

P.O. No.	Project

Item	Description	Qty		Rate	Total
CUSTOM	24" x 36" / EGP REFLECTIVE ON .080 ALUMINUM / SLOW FOR HORSES SIGN / (2 COLOR SIGN)	21	ea	59.00	1,239.00
12' GREEN U-... HARDWARE	12' GREEN 2# U-CHANNEL POST HARDWARE (STANDARD MOUNTING HARDWARE)	21	ea	25.00	525.00
		21		1.00	21.00
	NON REFLECTIVE SIGN SUBTRACT \$9 FROM EACH SIGN OR \$50 EACH POSTS AND HARDWARE WOULD REMAIN THE SAME REGARDLESS BOTH SIGNS IN THE DRAWING ARE THE SAME PRICE				
				Total	\$1,785.00
AlanW@BRITCOsigns.com					

24x36



Letters are the same
size on both signs