



**TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL COMMUNITY OPEN DISCUSSION WORKSHOP
MEETING MINUTES**

**TOWN HALL COUNCIL CHAMBERS – 155 F. Road, Loxahatchee Groves, FL 33470
Tuesday, May 7, 2024**

TOWN COUNCIL AGENDA ITEMS

CALL TO ORDER:

Mayor Danowski called the meeting to order at 6:01 P.M.

ROLL CALL:

Mayor Laura Danowski, Vice Mayor Robert Shorr, Councilmember Margaret Herzog, Councilmember Phillis Maniglia, Councilmember Marianne Miles, Town Manager Francine Ramaglia, Town Attorney Glen Torcivia (via zoom), Town Attorney Tanya Earley, Director of Public Works Richard Gallant, Project Coordinator Jeff Kurtz, Town's Financial Consultant Chris Wallace (of Munilytics) and Town Clerk Valerie Oakes were present.

OPEN DISCUSSION:

Robert Snowball addressed the Council to express his appreciation for their continued support of the paving project. He presented a map with color-coded signatures showing resident support for paving on 161st Terrace, noting that 67% of property owners had signed in favor. He pointed out that a few abstained, three said no, and one property owner refused to engage. He explained that many of the unmarked properties are nurseries, where owners are less concerned about road appearance, but outreach is ongoing. He then raised concern about property owners using the A-Road maintenance easement for ingress and egress, stating that several properties north of Okeechobee on A-Road have makeshift driveways and even gates with chains. He referred to a

resident who had sent him photos and offered to forward them to the appropriate staff. He concluded by thanking the Council again.

MOTION: VICE MAYOR HERZOG/COUNCILMEMBER SHORR MOVED TO RECEIVE AND FILE THE DOCUMENT PLACED ON RECORD. MOTION PASSED UNANIMOUSLY (5-0).

Virginia Standish raised concerns during the May 7th meeting about the town's approach to failing infrastructure beneath roads, especially regarding culverts damaged by Florida Power & Light (FPL). She questioned whether the town had conducted proper inspections and shared that it was unclear whether FPL was ever provided with surveys indicating culvert locations. She also inquired if the town maintains a complete inventory of culverts. Staff responded that current efforts are underway through surveying firms (Ingenuity and Keshavarz) to identify both public and private culverts, but a complete record does not yet exist. Virginia Standish expressed frustration with vendors working in the town without proper oversight, alleging a pattern of damages going unaccounted for. She specifically recounted an incident where FPL contractors damaged a culvert near her property after assuring her it would be protected. She emphasized that no contractor should be allowed to perform work in town unless they can prove accountability and coordination with landowners. Richard Gallant, Director of Public Works, explained the Sunshine 811 system and why the town had previously not been a member, making it ineligible for FPL or others to be notified of town infrastructure. He noted that he is actively working to register the town with 811, ensuring future protection and accountability. Mr. Gallant also clarified that although FPL must follow standard call-in procedures, the town has had difficulty getting them to repair the damage and suggested the Council may need to consider billing FPL for repairs. Town Manager Ramaglia concluded that the issue would be addressed during her report on the evening agenda, and the Council should consider how to proceed formally with FPL.

Cassie Suchy commended the law enforcement efforts for improved traffic enforcement along Okeechobee Boulevard but raised safety concerns about migrants waiting for pickups near intersections, causing visibility issues and traffic hazards. She suggested installing delineator pylons at intersections—similar to those at Folsom Road—to prevent vehicles from pulling over near the junctions. She also addressed the issue of the town's Human Resource (HR) manual and employee accountability, asking whether evaluations were currently being done and expressing frustration over personal attacks and degrading comments allegedly made by town employees and officials about her. Ms. Suchy noted that these comments have reached other residents and that she is now collecting sworn statements from individuals who have heard such remarks, suggesting the possibility of legal action if the behavior continues. She clarified her intentions are to support—not harm—the town and expressed frustration about her public records requests remaining unfulfilled for years. She emphasized that she does not want confrontations between staff and residents and stated that the current environment discourages resident involvement. Mayor Kane clarified that the town does have an existing HR manual, adopted from the former district and revised by the Council. The current version is under attorney review for updates. She

confirmed that the manual includes employee evaluations, which are actively being conducted. Town Manager Ramaglia clarified that the Town of Loxahatchee Groves operates under a Council-Manager form of government, where the Town Manager is responsible for addressing employee issues as stated in the Town Charter. She explained that the town conducts regular employee evaluations, using a comprehensive evaluation form that has been revised several times. New employees, such as Mr. Gallant (Public Works Superintendent), are asked to complete self-evaluations upon hiring to help establish a baseline of their skills and professional development goals. Both field and office staff undergo evaluations, and probationary employees are assessed on a shorter evaluation cycle, which may be extended if performance concerns arise. Ms. Ramaglia emphasized that all procedures are outlined in the town's employee manual, reflecting the town's traditional governance model with structured rules for both permitting and staffing. She encouraged residents to report any concerns about employee behavior directly to her, noting that concerns can be addressed outside the regular evaluation cycle. She also noted that when employees say "no" to requests, it is often due to regulations or limitations—not an intent to be uncooperative. Cassie Suchy stated that she does not want there to be confrontations between residents and town staff. She acknowledged that while some residents, like Mr. Snowball mentioned, may prefer privacy or appear standoffish, they are generally good people with their own concerns. She emphasized that the residents she speaks with share a common goal and do not seek conflict with town employees. She concluded by noting that the fear of negative experiences, like those she has faced, may discourage others from getting involved in town matters.

ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 6:28 P.M.

Town Clerk
Signed by:
Valerie Oakes
06E744C2F37F4A4...
Town Clerk

TOWN OF LOXAHATCHEE GROVES,

Town Manager
Signed by:
Anita Kane
A9C9C565B3A042F...
Mayor Anita Kane, Seat 3
Signed by:
Margaret Herzog
69ECD57738A5448...
Vice Mayor Margaret Herzog, Seat 5
Signed by:
Phillis Maniglia
AB631C751C9F4A9...
Councilmember Phillis Maniglia, Seat 1

Councilmember Laura Danowski, Seat 2

Councilmember Robert Shorr, Seat 4



**TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL REGULAR MEETING &
FIRST BUDGET PUBLIC HEARING
MEETING MINUTES**

**TOWN HALL COUNCIL CHAMBERS – 155 F. Road, Loxahatchee Groves, FL 33470
Tuesday, May 7, 2024**

TOWN COUNCIL AGENDA ITEMS

CALL TO ORDER

Mayor Kane called the meeting to order at 6:31 P.M.

PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE:

Mayor Kane led the Pledge of Allegiance followed by a moment of silence.

ROLL CALL:

Mayor Anita Kane, Vice Mayor Margaret Herzog, Councilmember Phillis Maniglia, Councilmember Laura Danowski, Councilmember Robert Shorr, Town Manager Francine Ramaglia, Town Attorney Glen Torcivia (via zoom), Town Attorney Tanya Earley, Director of Public Works Richard Gallant, Project Coordinator Jeff Kurtz, Town's Financial Consultant Chris Wallace (of Munilytics) and Town Clerk Valerie Oakes were present.

ADDITIONS, DELETIONS AND MODIFICATIONS

Mayor Kane called for any additions, deletions, modifications or approval of the agenda.

Mayor Kane proposed to move the presentations forward so that the public officials are not here for a long period of time.

**MOTION: MAYOR KANE/COUNCILMEMBER DANOWSKI MOVED TO AMEND
THE AGENDA. MOTION PASSED UNANIMOUSLY (5-0).**

MOTION: COUNCILMEMBER SHORR/COUNCILMEMBER MANIGLIA MOVED TO APPROVE AS WRITTEN WITH THE MODIFICATIONS MOVING THE PRESENTATIONS IN FRONT OF THE CONSENT AGENDA. MOTION PASSED UNANIMOUSLY (5-0).

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Public comment received from Cassie Suchy.

CONSENT AGENDA

Councilmember Maniglia requested to pull item no. 2. the Consent Agenda. Councilmember Shorr requested to pull item no. 4 & 6 off the Consent Agenda.

MOTION: COUNCILMEMBER SHORR/COUNCILMEMBER MANIGLIA MOVED TO APPROVE THE MODIFIED CONSENT AGENDA ITEMS NO. ONE, THREE, FIVE, SEVEN THROUGH TWELVE. MOTION PASSED UNANIMOUSLY (5-0).

Public comment received from Virginia Standish and Cassie Suchy. Town Council discussion ensued.

1. Approval on ***Resolution No. 2024-30*** approving the First Amendment to the Amended and Restated Agreement R2019-1627 between Palm Beach County and the Town of Loxahatchee Groves to participate in County-wide Radio System
2. Approval on ***Resolution No. 2024-21*** Approving a Schedule for the Town Council Meeting Dates.

Agenda item no. 2 was pulled off the Consent Agenda for further discussion.

By consensus, the Town Council agreed to keep the meetings on the first Tuesdays of every month.

MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED TO APPROVE ITEM NO. 2. MOTION PASSED UNANIMOUSLY (5-0)

3. Approval on ***Resolution No. 2024-19*** Relating to Procedures & Public Participation of Town Boards and Committees.
4. Approval on ***Resolution No. 2024-22*** Re-Establishing the Loxahatchee Groves Agritourism Committee through April 10, 2024 and Distribution of Initial Committee Report.

Agenda item no. 4 was pulled off the Consent Agenda for further discussion.

By consensus, the Town Council chose to table item no. 4 to discuss it at a later time.

5. Approval on **Resolution No. 2024-23** Appointing Members to the Finance Audit and Advisory Committee.

6. Approval on **Resolution No. 2024-24** Appointing Members to the Planning & Zoning Board.

Agenda item no. 6 was pulled off the Consent Agenda for further discussion.

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO MOVE ITEM NO. 6 AFTER ITEM NO. 23. MOTION PASSED UNANIMOUSLY (5-0).

Councilmember Maniglia removed the motion.

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO APPROVE RESOLUTION 2024-24 APPOINTING MEMBERS TO THE PLANNING AND ZONING BOARD WITH THE EXCEPTION OF VETTING JACKIE CLIFTON AS AN ACCEPTABLE MEMBER. PASSED UNANIMOUSLY (5-0).

MOTION: COUNCILMEMBER MANIGLIA/COUNCILMEMBER DANOWSKI MOVED TO RECESS AND CONVINE AT 8:12 P.M. MOTION PASSED UNANIMOUSLY (5-0).

7. Approval on **Resolution No. 2024-25** Accepting an Easement for 14281 Collecting Canal Road, Loxahatchee, FL 33470.

8. Approval on **Resolution No. 2024-13** Accepting an Easement for 15045 Collecting Canal Road.

9. Approval on **Resolution No. 2024-26** Authorizing the Required Entry by the Town into the State of Florida Division of Emergency Management.

10. Approval on **Resolution No. 2024-27** Approving Purchase Order to Procure a 2025 Freightliner M2 12 Yard Dump Truck.

11. Approval on **Resolution No. 2024-28** Approving the Disposal of Surplus Property

12. Receive & File Quarterly Reports

**RECESS TOWN COUNCIL MEETING & CALL TO ORDER DEPENDENT
WATER CONTROL DISTRICT AT 8:20 P.M.**

MOTION: COUNCILMEMBER DANOWSKI/COUNCILMEMBER MANIGLIA MOVED TO APPROVE CONSENT AGENDA. MOTION PASSED UNANIMOUSLY (5-0).

CONSENT AGENDA

13. Approval on ***Resolution No. 2024-DD03*** Establishing a Schedule of its Regular Meetings for Fiscal Year 2024-2025.

**MOTION: VICE MAYOR HERZOG/COUNCILMEMBER MANIGLIA
MOVED TO APPROVE CONSENT AGENDA ITEM NO. 13.
MOTION PASSED UNANIMOUSLY (5-0).**

**MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED
TO ADJOURN THE TOWN COUNCIL MEETING OF THE
DEPENDENT WATER CONTROL DISTRICT. MOTION PASSED
UNANIMOUSLY (5-0).**

RECONVENED TOWN COUNCIL MEETING AT 8:21 P.M.

PRESENTATIONS

14. FY 2023 Annual Report, Palm Beach County Fire Rescue

District Chief Amanda Vomero presented the FY 2023 Annual Report.

15. FY 2023 Financial Audit by Andrew S. Fierman, Caballero Fierman Llerena & Garcia LLP

Andrew S. Fireman (Caballero Fierman Llerena & Garcia LLP) presented the FY 2023 Financial Audit.

16. FY 2024 Second Quarterly Financial Report by Chris Wallace, Munilytics

Chris Wallace (of Munilytics) presented the FY 2024 Second Quarterly Financial Report.

17. Discussion of Code Compliance and Foreclosures

Mario Matos, (Code Enforcement Manager) Discussed Code Compliance and Foreclosures

Public comments provided by Virginia Standish, Frank Standish, Cassie Suchy, Todd McLendon, Jo Siciliano, and Marianne Miles. Town Council discussion ensued.

REGULAR AGENDA

**MOTION: COUNCILMEMBER DANOWSKI/COUNCILMEMBER
MANIGLIA MOVED TO APPROVE THE REGULAR AGENDA.
MOTION PASSED UNANIMOUSLY (5-0).**

Public comment received from Cassie Suchy and Todd McLendon. Town Council discussion ensued.

18. Approval on **Resolution No. 2024-20** Adopting Revisions to the Town Council Rules of Order and Procedure.

By consensus, the Town Council agreed not to speak at Town Advisory Board meetings and to have the Attorney bring back clarification on the items discussed.

19. Consideration of **Ordinance No. 2024-03** on First Reading Amending Chapter 2 “Administration”, Article II “Town Council”.

Town Clerk Oakes read the title of Ordinance No. 2024-03 into the record.

There were no public comments. Town Council discussion ensued.

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO APPROVE ORDINANCE NO. 2024-03 THE UNIFORM REQUIREMENTS TO TOWN ADVISORY BOARD ON FIRST READING. MOTION PASSED UNANIMOUSLY (5-0).

MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED TO APPROVE THE COMMITTEE CONSISTING OF RESIDENTS AND/OR LAND OWNERS THAT HAVE A LAND BONIFIED AGRICULTURE. MOTION PASSED UNANIMOUSLY (5-0).

20. Consideration of **Ordinance No. 2024-06** on First Reading Adopting Chapter 2 “Administration”, Article VII “Town Advisory Boards”.

Town Clerk Oakes read the title of Ordinance No. 2024-06 into the record.

Public comments provided by Cassie Suchy. Town Council discussion ensued.

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO APPROVE ORDINANCE NO. 2024-06 ADOPTING CHAPTER 2 ADMINISTRATION TOWN ADVISORY BOARDS ON FIRST READING. MOTION PASSED UNANIMOUSLY (5-0).

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO AMEND THE PREVIOUS MOTION DELETING THE VERBIAGE ON ITEM C SECTION 34-278 FOR ORDINANCE NO. 2024-06 ON FIRST READING. MOTION PASSED UNANIMOUSLY (5-0).

By consensus, the Town Council agreed to have the Attorney change the verbiage by adding a Resolution giving clarity to residency of Advisory Board members &/ad hoc committees.

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO EXTEND THE MEETING AT 10:24 P.M. MOTION PASSED UNANIMOUSLY (5-0).

21. Consideration of **Ordinance No. 2024-05** on First Reading Providing that in the event there is no Contract for Law Enforcement Services in effect between the Town and the Palm Beach County Sheriff's Office ("PBSO") or an Adjoining Municipality, the Law Enforcement Services in the Town will be the Standard Law Enforcement Services Provided by the PBSO.

Town Clerk Oakes read the title of Ordinance No. 2024-05 into the record.

There were no public comments. Town Council discussion ensued.

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO APPROVE ORDINANCE NO. 2024-05 REGARDING LAW ENFORCEMENT SERVICES ON FIRST READING. MOTION PASSED (4-1 with COUNCILMEMBER SHORR DISSENTING).

PUBLIC HEARING

22. Consideration of **Ordinance No. 2024-02** on Second Reading Repealing Ordinance 2023-04 and Adopting the Annual Update to the Capital Improvements Element of the Comprehensive Plan; and Approval on **Resolution No. 2024-29** Adopting a Budget Amendment for FY 2023-24

Public comments provided by Cassie Suchy. Town Council discussion ensued.

MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED TO APPROVE RESOLUTION NO. 2024-02 WHICH REPEALS 2023-04. MOTION PASSED UNANIMOUSLY (5-0).

MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED TO APPROVE RESOLUTION NO. 2024-29. MOTION PASSED UNANIMOUSLY (5-0).

23. Consideration of **Ordinance No. 2024-04** on First Reading Amending the Unified Land Development Code Section 10-015, "Definitions", and Section 20-015, "Residential Zoning Districts".

Town Clerk Oakes read the title of Ordinance No. 2024-04 into the record.

Town's Planning Consultant Kaitlyn Forbes (of Complete Cities) presented Ordinance No. 2024-04.

Public comments provided by Cassie Suchy. Town Council discussion ensued.

MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED TO APPROVE ORDINANCE NO. 2024-04 ON FIRST READING. MOTION PASSED UNANIMOUSLY (5-0).

MOTION: COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO CLOSE THE PUBLIC HEARING. MOTION PASSED UNANIMOUSLY (5-0).

MOTION: COUNCILMEMBER SHORR/VICE MAYOR HERZOG MOVED TO EXTEND THE MEETING AT 11:00 P.M. MOTION PASSED UNANIMOUSLY (5-0).

QUASI-JUDICIAL PUBLIC HEARING

None.

DISCUSSION

24. Updates, Items of Interest and Future Agenda Items

TOWN STAFF COMMENTS

Town Manager provided a detailed update on upcoming agenda items and planning considerations. She reminded the Council of the importance of reviewing the schedule of items coming before them. Some updates included that the conveyance of the county right-of-way at the intersection of Ian and Okeechobee, originally scheduled for June, will be pushed to August or September, depending on County Commission approval. She also clarified that a piggyback agreement with Murray Logan for canal dredging will now be on the June 4th agenda, and that the correct name for a work item is Brian McNeal, not Scott. She confirmed that the Johnson-Davis work authorization concerns and noted the town is advertising for volunteers based on the previously approved policy. The May 21st meeting may include the Village of Royal Palm Beach drainage discussion. Three requested agenda items were reviewed: 1) Council participation on external committees—with backup showing current participation and mention of League of Cities voting delegate needing future scheduling; 2) a town stance discussion on Okobo Corridor development, which will be placed on the next agenda; and 3) adoption of a policy regarding reimbursement for attorney fees related to ethics violations—she included a sample policy and attorney input, and will add the current policy language for comparison before placing it on the June 4 agenda. Ms. Ramaglia said the schedule for budget workshops will be coming soon and emphasized the importance of reviewing upcoming planning items that are application dependent. A Planning, Zoning, and Building meeting is expected in May for Groves at Town Center, with the hotel component to follow shortly for Council review. She floated the idea of scheduling some reviews before regular Council meetings. Finally, she noted several site plan amendments and letters of intent are under discussion but are not yet on the formal schedule. She concluded by

thanking the Council for directions and invited them to share any other items they'd like to add. Mayor Kane clarified that the upcoming drainage workshop on May 21st will take place from 6:00 PM to 8:00 PM, not 6:30 PM as might have been previously assumed. She emphasized the importance of making this time clear in all advertising and public notices to prevent confusion and ensure attendees arrive at the correct time. Referring to past instances where miscommunication led to early arrivals and stressed the need for a "time certain" designation to avoid that issue.

Town Attorney asked to move the ethics item from the June meeting to July as he will be on vacation and would like to be in attendance. The Council agreed.

Public Works Director updated the Council on the transition from the Code Red system to Civic Ready, which officially went into effect that day. He noted that out of approximately 3,400 residents, only 36 people are currently signed up, and about half of those are staff or council members. He emphasized the need for educational outreach to boost enrollment and clarified that all existing Code Red sign-ups were transferred to the new system. Gallant also discussed potential room layout changes, suggesting the removal of two tables and replacing them with a more functional arrangement to improve camera visibility during meetings. He pointed out issues with glare on camera views and proposed the addition of new camera angles for better Zoom visibility. On public works progress, he reported that the team is continuing preparations for the paving project. He highlighted the large debris pile at Public Works, clarifying it contains material removed by town crews, not contractors. The debris is being cleared using a 30-yard dumpster picked up twice daily, although debris is accumulating faster than it can be hauled away. Gallant noted this cleanup is proactive for hurricane season, aiming to reduce potential damage and workload later. However, he stressed the town cannot remove debris from private property unless a hazardous condition occurs. Lastly, he briefly confirmed that the truck and surplus equipment request had already been submitted and approved.

Town Clerk had no report.

TOWN COUNCILMEMBER COMMENTS

Councilmember Laura Danowski (Seat 2) mentioned that before we rearrange furniture, get new items and hang new cameras, she asked to get mics that work.

Councilmember Phillis Maniglia (Seat 1) requested Council consensus on prohibiting eating at the dais, stating it is rude and distracting during meetings. The request resulted in a split consensus—two Councilmembers supported the no-eating policy, one opposed it, and another was indifferent—so no formal policy was established. She continued by asking for the town's sign ordinance, specifically requesting consideration of longer loan periods for signs. They also addressed equipment purchasing, advocating investments in durable, high-quality equipment rather than continuing with short-term or low-value purchases, referring to a large amount of recently discarded equipment as a waste of money.

Councilmember Robert Shorr (Seat 4) shared that he attended the groundbreaking ceremony for a new school located just west of Arden, visible from Southern Boulevard. The event was attended by representatives from various Western communities, including Indian Trail, Wellington,

Westlake, and the speaker on behalf of their municipality noting that Marcia from the school district acknowledged their presence, which he appreciated. He briefly mentioned discussing Building, Review, Inspection, and Information System (BRIIS)-related matters with Mr. Gallant earlier that day, expressed thanks to Mr. Kurtz and the team for their work on the Capital Improvement Plan (CIP), and was pleased that progress is continuing while reserves are being maintained.

Vice Mayor Marge Herzog (Seat 5) stated she was glad the meeting was finished all in one night.

Mayor Anita Kane (Seat 3) thanked the staff for having great detailed reports and thanked the citizens that came and participated in the process and offered valued input.

ADJOURNMENT

There being no further business before the Council, Councilmember Maniglia moved to adjourn the meeting at 11:18 PM, which was seconded by Vice Mayor Herzog and passed unanimously (5-0).

TOWN OF LOXAHATCHEE GROVES, FLORIDA

ATTEST:

Signed by:

Valerie Oakes

06E744C2F37F4A4...

Town Clerk

Signed by:

Anita Kane

A9C9C565B3A042E...

Mayor Anita Kane, Seat 3

Signed by:

Margaret Herzog

69ECD57738A5448...

Vice Mayor Margaret Herzog, Seat 5

Signed by:

Phillis Maniglia

AB631C751C9F4A9...

Councilmember Phillis Maniglia, Seat 1

Councilmember Laura Danowski, Seat 2

Councilmember Robert Shorr, Seat 4