



TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL REGULAR MEETING AGENDA
TOWN HALL COUNCIL CHAMBERS – 155 F. Road, Loxahatchee Groves, FL 33470
Tuesday, February 06, 2024

Community Conversation shall begin at 6:00 PM
Council Meeting shall begin at 6:30 PM

TOWN COUNCIL

Mayor

Laura Danowski - Seat 2

Vice Mayor

Robert Shorr - Seat 4

Council Members

Phillis Maniglia - Seat 1

Marianne Miles - Seat 3

Margaret Herzog - Seat 5

TOWN ADMINISTRATION

Town Manager

Francine L. Ramaglia

Town Clerk

Services provided by The Valiant Management Team, LLC

Public Works Director

Richard Gallant

Town Attorney

Elizabeth Lenihan

Torcivia, Donlon, Goddeau & Rubin, P.A.

The public is encouraged to visit the Town's website, www.loxahatcheegrovesfl.gov, for up-to-date information regarding the meeting.

ADA NOTICE

In accordance with the provisions of the American with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall within five (5) business days prior to any proceeding, contact the Town Clerk's Office, 155 F Road, Loxahatchee Groves, Florida, (561) 793-2418.

PUBLIC MEETING INFORMATION

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That is why we say "Character Counts" in the Town of Loxahatchee. Civility is practiced at all Town meetings.

Quasi-Judicial Hearings: Some of the matters on the agenda may be "quasi-judicial" in nature. Pursuant to Section 120-020 of the Town's Unified Land Development Code, ex-parte communications regarding these items are prohibited and may provide a basis to deny an application. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. An unsworn comment will be given its appropriate weight by the Town Council.

Appeal of Decision: If a person decides to appeal any decision made by the Town Council with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

Consent Agenda: Those matters included under the Consent Calendar are typically self-explanatory, non-controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Town Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Calendar to be heard separately, by a Town Council Member, or by any member of the public desiring it to be heard, without a motion.

Comment Cards: Anyone from the public wishing to address the Town Council, it is requested that you complete a Comment Card before speaking. Please fill it out completely with your full name and address so that your comments can be entered correctly in the minutes and given to the Town Clerk. During the agenda item portion of the meeting, you may only address the item on the agenda 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 comments.

TOWN COUNCIL AGENDA ITEMS

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE:**
- 4. AGENDA APPROVAL - ADDITIONS, DELETIONS AND MODIFICATIONS:**
- 5. FOLLOW-UP ON PUBLIC COMMENTS FROM PREVIOUS MEETING:**

6. PUBLIC AUDIENCE:

Comments from the Public on Non-Agenda Items

Public Comments for all meetings may be received by email, or in writing to the Town Clerk's Office until 5:00 PM on the day of the meeting. Comments will be "received and filed" to be acknowledged as part of the official public record of the meeting. Town Council meetings are live-streamed and close-captioned for the general public via our website, instructions are posted there.

7. ANNOUNCEMENTS, COMMUNITY/SPECIAL EVENTS AND PRESENTATIONS:

- A. Presentation: District 17 – 2023 Annual Report, PBCSO, Captain Craig Turner

8. CONSENT AGENDA:

- A. Consideration of Approval of the following:
 - a. Minutes – January 9, 2024 – Town Council Community Discussion
 - b. Minutes – January 9, 2024 – Town Council Regular Meeting
- B. Presentation of Quarterly Reports:
 - a. Palm Beach Fire Rescue – District Chief Vomero
 - b. Building Department – Jacek Tomacek, Building Official
 - c. Code Enforcement – Andrew Armenti, Code Enforcement Officer
 - d. Public Works Department – Richard Gallant, Public Works Director
 - e. Engineering – Tara Bamber, Engenuity Group / Randy Wertepny, Keshevarz
 - f. Planning & Zoning – James Fleischmann, Land Research Management / Kaitlyn Forbes, Complete Cities (formerly with Transystems)
 - g. Information Technology – Node0

h. Town Attorney – Elizabeth Lenihan, Torcivia, Donlon, Goddeau & Rubin, P.A.

C. PROPOSED RESOLUTION NO. 2024-09

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA AUTHORIZING ADDITIONAL STATEMENTS OF WORK TO AGREEMENT WITH CIVICPLUS, LLC. FOR FULL-SERVICE SUPPLEMENT SUBSCRIPTION AND CIVICREADY; AND PROVIDING AN EFFECTIVE DATE.

9. PUBLIC HEARING:

A. PROPOSED ORDINANCE NO. 2024-01 – FIRST READING

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ADOPTING THE COMPREHENSIVE PLAN EVALUATION AND APPRAISAL AMENDMENTS 2024 GOALS, OBJECTIVES AND POLICIES DOCUMENT, INCLUDING THE FOLLOWING GOALS, OBJECTIVES AND POLICIES AMENDMENTS TO THE LOXAHATCHEE GROVES COMPREHENSIVE PLAN: ADDITION OF INTRODUCTION AND PROPERTY RIGHTS ELEMENTS; DELETION OF THE PUBLIC SCHOOL FACILITIES ELEMENT; AND AMENDMENTS TO THE FUTURE LAND USE, TRANSPORTATION, INFRASTRUCTURE, CONSERVATION, RECREATION AND OPEN SPACE, HOUSING, INTERGOVERNMENTAL COORDINATION, AND CAPITAL IMPROVEMENTS ELEMENTS. AMENDMENTS ARE MADE TO INCORPORATE REVISIONS REQUIRED BY THE TOWN'S PERIODIC EVALUATION AND APPRAISAL REPORT; PROVIDING FOR SUBMITTAL; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. [Published on January 26, 2024; Palm Beach Post]

10. REGULAR AGENDA:

A. PROPOSED RESOLUTION NO. 2024-06

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA APPROVING THE SCOPE AND PRICING FOR INSTALLATION OF A BRIDGE CULVERT AT 11th TERRACE AND D ROAD; AUTHORIZING THE MAYOR TO EXECUTE NECESSARY DOCUMENTS IN FORMS ACCEPTABLE TO THE TOWN MANAGER AND TOWN ATTORNEY TO IMPLEMENT THE INTENT OF THIS RESOLUTION; AUTHORIZING THE TOWN MANAGER AND THE TOWN ATTORNEY TO TAKE SUCH ACTIONS AS ARE NECESSARY TO IMPLEMENT THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

B. PROPOSED RESOLUTION NO. 2024-07

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA NOMINATING VICE MAYOR ROBERT SHORR FOR AND SUPPORTING HIS APPOINTMENT TO THE BOARD OF TRUSTEES OF THE FLORIDA MUNICIPAL INSURANCE TRUST; AND PROVIDING FOR AN EFFECTIVE DATE.

C. PROPOSED RESOLUTION NO. 2024-08

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA AMENDING ITS EASEMENT PROTOCOL POLICY; AND PROVIDING FOR AN EFFECTIVE DATE.

D. Discussion Regarding Roadway and Drainage Update.

11.REPORTS BY THE TOWN ADMINISTRATION:

- A. Town Manager
- B. Town Attorney
- C. Town Clerk
- D. Public Works Director

12.STATEMENTS BY THE TOWN COUNCIL:

- A. Council Member Margaret Herzog (Seat 5)
- B. Council Member Marianne Miles (Seat 3)
- C. Council Member Phillis Maniglia (Seat 1)
- D. Vice Mayor Robert Shorr (Seat 4)
- E. Mayor Laura Danowski (Seat 2)

13.ADJOURNMENT:

Posted on January 31, 2024



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 5

TO: Town Council of Town of Loxahatchee Groves

FROM: Francine L. Ramaglia, Town Manager

DATE: February 6, 2024

SUBJECT: Follow Up on Previous Public Comments

Background:

During Community Conversations, Public Comment and Council Comments, issues are raised for consideration by Council and staff. In some instances, inaccurate information may be the basis of comments and/or questions. This item is intended to provide information on issues raised and to provide clarification briefly and as necessary.

ROADS & TRAFFIC

Dept assigned: Public Works

- PBSO increased patrols to monitor speed
 - Impact of additional patrols included in presentation of annual report by PBSO in separate agenda item
- Consider stop signs, stop-lights and/or roundabouts to slow traffic on Okeechobee – (Locations to consider B, D, Folsom & F)
 - In response to the request for comments on the 5 year plan, Public works is drafting a letter to send to Palm Beach County requesting consideration of traffic calming measures on Okeechobee Blvd, including yet not limited to a single lane roundabout at B Rd as well as at F Rd or Folsom and either a single lane roundabout or a traffic light at D Rd.
 - Staff is also requesting multi-purpose crosswalks with flashers and other safety markings on Okeechobee
- For improved traffic safety, clearly line & paint turning lanes & intersections (i.e. B, D & Southern)
 - The Public Works director has contacted Palm Beach County Traffic Operations Section to review and improve the lane marking on their rights of way.
- Address all confusing pavement markers
 - In process of identifying and addressing where markings need to be corrected/redone throughout Town. Also implementing sign replacement program beginning with stop signs.
- Road Standards
 - The Public Works Director is currently reviewing various Town standards in practice that can either be adopted and/or adapted to best fit both the rural nature of the roadway system in the Town as well as the specific roadway type and/or location within the Town.



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A formally adopted Town road standard wherein one size does not fit all is necessary for numerous reasons—one being contracting for road work and another being private paving of roads.

- ITB for FY24 paving plan, plus revisions
 - The ITB for the 2024 Paving Project is set to be placed out to bid on February 5th. It is anticipated to be on May agenda for award of contract.
- Improved communication with PBC (i.e. work on North Rd.)
 - The Public Works Director is communicating with the Palm Beach County Water Utilities Director to request the information from the Zone 5 management and enter to talks regarding prior notification for incidents.

MOWING

Dept assigned: Public Works

- Outside contracts to leverage staff effort & need for equipment
 - Public Works staff is capable of maintaining the mowing demands of the Town.
- D Road west side not properly maintained & canal bank falling in, what is the plan to address this
 - At this time Public Works does not have easements to access the West side of a large section of the D Rd canal. The Public Works Directors is going to begin the process of securing maintenance easements to provide better access to the area. In the meantime, Public Works is exploring its options for maintaining the banks from the opposite side.
- North side of town overgrown
 - The Public Works Department has been working to and is making headway on removing or trimming back the overgrowth.
- Tree removal in swales – Who does & when? Letters need to go to residents ASAP
 - Large trees that are a threat to the safety and welfare of the residents or staff are being removed by the town. All other debris removal is being sent to Code Compliance for the residents to be notified their overgrowth is considered a nuisance.

TRAILS

Dept assigned: Public Works

- Need signs for horse trails
 - The Public Works Directors is currently reviewing verbiage and consulting with our legal team to obtain the correct verbiage in regards to horse trail safety signs.

ADMINISTRATIVE

Dept assigned: Town Manager

- Late agendas
 - Current Clerk goal is to implement/better use agenda process and civic plus publishing system to meet deadlines and to improve consistency. She has also already put in place a modified format
- Policy for accepting gifts



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- Town has policy for accepting gifts under \$5,000 in its procurement policy and will bring forward a policy for accepting gifts greater than that amount an upcoming agenda.
- Change easement policy to allow staff to accept easements without Council approval
 - Revised policy placed on this agenda with respect to staff acceptance of temporary or construction easements as well as where Council directions easements for specific properties to be obtained for properties specifically related to an approved project and/or purpose. A code revision making the change for all easement acceptance will be brought forward in the future.