

TOWN OF LOXAHATCHEE GROVES

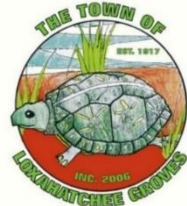
TOWN HALL COUNCIL CHAMBERS

TOWN COUNCIL REGULAR MEETING

Community Discussion Meeting 6:00-6:55 PM (Non-Agenda Items Workshop)

AGENDA

JUNE 1, 2021 7:00 – 10:30 P.M.



Robert Shorr, Mayor (Seat 4)

Phillis Maniglia, Councilmember (Seat 1)

Laura Danowski, Vice Mayor (Seat 2)

Marianne Miles, Councilmember (Seat 3)

Marge Herzog, Councilmember (Seat 4)

Administration

Town Manager, James S. Titcomb

Assistant Town Manager, Francine L. Ramaglia

Town Attorney, Elizabeth Lenihan, Esq.

Town Clerk, Lakisha Q. Burch

Public Works Director, Larry A. Peters, P.E.

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 Town of Loxahatchee. Civility is practiced at all Town meetings.

Special Needs: 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 three business days prior to any proceeding, contact the Town Clerk's Office, 155 F Road, Loxahatchee Groves, Florida, (561) 793-2418.

Quasi-Judicial Hearings: Some of the matters on the Agenda may be "quasi-judicial" in nature. Town Council Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire (a preliminary examination of a witness or a juror by a judge or council) by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. 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 Calendar: 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.

TOWN COUNCIL AGENDA ITEMS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

ROLL CALL

ADDITIONS, DELETIONS AND MODIFICATIONS

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

A limited public audience can be accommodated in our Town Council chambers with mandatory facemasks and socially spaced seating. Public Comments for all meetings may be received by email, or in writing to the Town Clerk's Office until 6:00 PM day of the meeting. Comments received will be "received and filed" to be acknowledged as part of the official public record for the meeting. The Town Council meeting will be live-streamed and close-captioned for the general public via our website, instructions are posted there.

PRESENTATION AND PROCLAMATION

1. Assistant Executive Director Pat Stidham of Dress for Success Palm Beaches. (15 minutes)

PUBLIC HEARING

2. Approval of Ordinance No. 2021- 03 on second reading authorizing the following to be regular members of the Planning Zoning Board and two (2) alternate members.

REGULAR AGENDA

3. Discussion and Approval of Resolution No.2021-26 Town of Loxahatchee Groves' Scholarship.
4. Discussion of Easement (Multi-Use Trail/Roadway Drainage & Utility) Protocol.
5. Discussion of the Transportation Planning Agency (TPA).
6. Discussion of Road Maintenance
 - a. E Road (Reconstruction of south E (rock and drainage)
 - b. D Road
 - i. Big Dog
 - ii. Paving
 - c. B Road

TOWN COUNCILMEMBER COMMENTS

Phillis Maniglia (Seat 1)

Laura Danowski (Seat 2)

Marianne Miles (Seat 3)

Marge Herzog (Seat 5)

Mayor Robert Shorr (Seat 4)

TOWN STAFF COMMENTS

Town Manager

Assistant Town Manager

Town Attorney

Public Works Director

Town Clerk

ADJOURNMENT

Comment Cards:

Note public comment rules are modified during the COVID-19 pandemic, see above.

Anyone from the public wishing to address the Town Council, it is requested that you complete a Comment Card before speaking. Please fill out completely with your full name and address so that your comments can be entered correctly in the minutes and give 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 comment. Any person who decides to appeal any decision of the Council 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.

This Page Is Blank Intentionally



Agenda Item # 1

TO: Town Council of Town of Loxahatchee Groves

FROM: Lakisha Burch

VIA: James Titcomb, Town Manager

SUBJECT: Dress for Success Palm Beaches Presentation (Dress for Success Clothing Drive)

Background:

At the May 4th Town Council Regular Meeting, Vice Mayor Danowski asked Town Clerk Burch to assist with her Dress for Success initiative. Vice Mayor Danowski and Town Clerk Burch met and decide to have a clothing drive. The date for the collection of the clothes will be from June 1st through the 14th at Town Hall from the hours of 9:00 a.m. to 4:00 p.m. We will be accepting new and/or slightly used business attire, shoes, and handbags. The clothes collected will be delivered to the Dress for Success boutique in Belle Glade on June 16th at noon.

Dress for Success Palm Beaches is a part of a global organization with nearly 150 affiliates in 25 countries. Since opening our doors in 2010, they have grown exponentially and have served over 5000 women in the Palm Beaches. With a poverty rate for women in our area that hovers near 20 percent, our services are requested regularly from over 100 partner referral agencies.

Dress for Success Palm Beaches believes every woman has the right to realize her full potential and achieve financial independence in a more egalitarian world. We believe that with the proper education, tools, and action this world is possible. Their purpose is to offer long-lasting solutions that enable women to break the cycle of poverty. Their vision is a world where women do not live-in poverty. We strive for a world where all women are financially independent, are treated with dignity and respect and are directly impacting their lives and those of their families. We aspire to a world that fully harnesses the power of women and recognizes their role in economic sustainability. By supporting each other, we can reach a greater number of women and make our vision a reality.

Dress for Success Palm Beaches is an ever-expanding network of affiliates who work together with referral agencies, volunteers, and companies across the world to make a real impact in women's lives. By supporting each other, we can reach a greater number of women and make our vision a reality.

Recommendations:

Staff recommends that Town Council allow Pat Stidham, Assistant Executive Director present a presentation, support the efforts and initiative of Vice Mayor Danowski and if available show support in the delivering of the items on June 16th at noon at the Belle Glade boutique.

This Page Is Blank Intentionally



155 F Road Loxahatchee Groves, FL 33470

Agenda # 2

TO: Town Council of Town of Loxahatchee Groves

FROM: Lakisha Burch, Town Clerk

DATE: May 26, 2021

VIA: James Titcomb, Town Manager

SUBJECT: Approval of Ordinance No 2021-03 on second reading of Planning and Zoning Board and LPA appointments.

Background:

Town of Loxahatchee Groves' Unified Land Development Code: Article II- Planning and Zoning Board Section 34-25 through Section 34-29 gives the following regarding the Planning and Zoning Board; Composition and term of office, Business meeting and procedures, Administrative assistance, Power and duties and Planning and zoning board advisory only.

Recommendation:

Staff recommends that Town Council approves on second reading Ordinance No. 2021-03 the Planning and Zoning Slate and LPA appointments and appoint two alternate members.

This Page Is Blank Intentionally

ORDINANCE NO. 2021-03

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, APPOINTING WILLIAM BELL, WILLIAM “BILL” FORD, NEIL O’NEAL III, MATTHEW OTERO, AND BILL RAFLOWITZ AS REGULAR MEMBERS OF THE TOWN’S PLANNING AND ZONING BOARD TO SERVE TERMS OF ONE (1) YEAR, PROVIDING FOR CONFLICT, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, regular and alternate members of the Planning and Zoning Board are appointed pursuant to Ordinance 2011-011, which was amended by Ordinance 2012-02, to allow alternate members of the Planning and Zoning Board to participate in any matter coming before the Board at a meeting at which the alternate member attends, and by Ordinance 2015-02, to amend the terms of regular members of the Planning and Zoning Board to be one (1) year terms; and,

WHEREAS the Town Council finds it in the best interest to appoint members of the Planning and Zoning Board for terms of one (1) year, and to make such appointments for the upcoming year at this time and to appoint the alternate members in a separate resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THAT:

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Resolution.

Section 2. The Town Council hereby appoints the following persons to serve as regular members of the Town’s Planning and Zoning Board for a term of one (1) year:

Robert Shorr, Mayor	Neil O’Neil III
Laura Danowski, Vice Mayor	Brett Rflowitz
Phillis Maniglia, Council Member	William Ford
Marianne Miles, Council Member	(Matthew Otero)
Marge Herzog, Council Member	William Bell

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Ordinance No. 2021-03

Section 4. If any clause, section, other part, or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 5. This Resolution shall become effective immediately upon its passage and adoption.

Council Member _____ offered the foregoing ordinance. Council Member _____ seconded the motion, and upon being put to a vote, the vote was as follows:

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS ____ DAY OF _____, 2021.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
ROBERT SHORR, MAYOR	☐	☐	☐
LAURA DANOWSKI, VICE MAYOR	☐	☐	☐
MARGE HERZOG, COUNCIL MEMBER	☐	☐	☐
PHILLIS MANIGLIA, COUNCIL MEMBER	☐	☐	☐
MARIANNE MILES, COUNCILMEMBER	☐	☐	☐

Council Member _____ offered the foregoing ordinance. Council Member _____ seconded the motion, and upon being put to a vote, the vote was as follows:

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN LOXAHATCHEE GROVES, ON SECOND READING AND PUBLIC HEARING, THIS ____ DAY OF _____, 2021.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
ROBERT SHORR, MAYOR	☐	☐	☐
LAURA DANOWSKI, VICE MAYOR	☐	☐	☐
MARGE HERZOG, COUNCIL MEMBER	☐	☐	☐
PHILLIS MANIGLIA, COUNCIL MEMBER	☐	☐	☐
MARIANNE MILES, COUNCILMEMBER	☐	☐	☐

TOWN OF LOXAHATCHEE GROVES, FLORIDA

ATTEST:

Robert Shorr, Mayor

Lakisha Burch, Town Clerk

Laura Danowski, Vice Mayor

APPROVED AS T LEGAL FORM:

Phillis Maniglia, Council Member

Elizabeth Lenihan, Town Attorney

Marianne Miles, Council Member

Margaret Herzog, Council Member

This Page Is Blank Intentionally



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 3

TO: Town Council of Town of Loxahatchee Groves

FROM: Elizabeth V. Lenihan, Town Attorney

VIA: James Titcomb, Town Manager

DATE: June 1, 2021

SUBJECT: Discussion and Approval of Resolution No. 2021-26 Town of Loxahatchee Groves Scholarship

Background:

In 2018, by Resolution No. 2018-12, the Town established the Loxahatchee Groves Scholarship Fund Committee to provide scholarships to Loxahatchee Groves students from surplus funds remaining from the Palm Beach League of Cities luncheon, which had been hosted by the Town. The Committee was tasked with developing a scholarship program, including application and eligibility criteria, promoting the program and appointing a Subcommittee to review the applications and recommend award thereof to the Town Council. The Committee was automatically sunset after the award of scholarships, unless extended by adoption of a Resolution by the Town Council.

The Scholarship Fund, when created, held approximately \$7170.27. In 2018, the Town Council, through the Committee process established, approved \$4,000.00 in scholarships, leaving \$3,170.00 in the Scholarship Fund. In 2019, the Committee was extended by the Town Council, though not by formal Resolution. In 2019, the Town accepted donations to the Scholarship Fund, awarded \$4,000.00 in scholarships, and left \$4860.16 remaining in the Scholarship Fund. There was no activity regarding the Scholarship Fund in 2020 due to Covid-19.

The Town Council recently inquired whether the Town would be awarding scholarships for this year. A proposed Resolution re-establishing the Committee is being presented for consideration by the Town Council. The proposed Resolution requires that the scholarship program developed by the Committee must be approved by the Town Council and is funded as designated by the Town Council, provides that the Committee is not authorized to perform fundraising activities on behalf of the Town, adds that employees of the Town may not serve as Subcommittee members, that Committee and Subcommittee members will be appointed annually, and that each year between



155 F Road Loxahatchee Groves, FL 33470

scholarship award and appointment of the Committee the following year the Committee and Subcommittee are suspended.

The Committee is responsible for developing the scholarship program. The previous and current applications and flyers are attached to this item for consideration. The current application and flyer have been amended to broaden the opportunity for award, considering that there was no award in 2020. Staff is unaware of any other program documents. The Town Council may consider directing the Committee to establish a program handbook or such that sets out the operations of the program, including time frames for actions that need to be taken. The Town Council may also consider adding or modifying the eligibility criteria and structure for scholarship award.

There are currently \$11,880.16 in the Scholarship Fund. A private fundraising event was held earlier this year, with proceeds to benefit the Scholarship Fund. Those funds have not yet been received. As the Scholarship Fund has changed over the years and is now primarily funded through donations, the Town Council may consider adoption of a policy for accepting donations to the Scholarship Fund.

Recommendations:

Move that the Town Council adopt Resolution No. 2021-26.

Move that the Town Council approve the revised Scholarship Application and Flyer and extend the application deadline date to June 17th.

Move that the Town Council direct staff to draft a policy for accepting donations to the Scholarship Fund.

RESOLUTION NO. 2021-26

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PROVIDING FOR THE RE-CREATION OF THE "LOXAHATCHEE GROVES SCHOLARSHIP FUND COMMITTEE" TO DEVELOP THE PROGRAM FOR AWARDING THE SCHOLARSHIPS AND TO APPOINT A SUBCOMMITTEE OF QUALIFIED INDIVIDUALS TO RECOMMEND AWARDS OF SCHOLARSHIPS TO THE TOWN COUNCIL; PROVIDING FOR DUTIES OF THE COMMITTEE; PROVIDING FOR THE APPOINTMENT OF AN AWARD SELECTION SUBCOMMITTEE; PROVIDING FOR COMPLIANCE WITH FLORIDA'S SUNSHINE LAW AND PUBLIC RECORDS LAW; PROVIDING FOR PROCEDURAL MATTERS OF THE COMMITTEE; APPOINTING THE MEMBERS OF THE COMMITTEE; PROVIDING FOR SUNSETTING OF THE COMMITTEE; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.

WHEREAS, at its March 20, 2018, meeting, the Town Council determined that surplus donations for the February 2018, Palm Beach League of Cities luncheon were to be used for awarding scholarships to Loxahatchee Groves students; and

WHEREAS, pursuant to Resolution No. 2018-12, the Town Council created the "Loxahatchee Groves Scholarship Fund Committee" (Committee) for this purpose; and

WHEREAS, pursuant to Resolution No. 2018-12, the Committee has sunset; and

WHEREAS, it is the desire of the Town Council of the Town of Loxahatchee Groves, Florida, to re-create the Committee to advise the Town Council on a scholarship program for Loxahatchee Groves students, as set forth in more detail herein; and

WHEREAS, the Town Council determines that the re-creation of the Committee is in the best interests 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 re-establishes the Town's "Loxahatchee Groves Scholarship Fund Committee" as follows:

- I. Re-creation of the "Loxahatchee Groves Scholarship Fund Committee."** There is re-created the Loxahatchee Groves Scholarship Fund Committee to act as an advisory board to the Town Council, as follows:
 - (A) **Membership.** The Loxahatchee Groves Scholarship Fund Committee shall be comprised of three (3) voting members, to be appointed by Town Council in January of each year. The members shall serve at the pleasure of the Town Council.
 - (B) **Duty.** The Loxahatchee Groves Scholarship Fund Committee's duties are:
 1. To develop the program for the award of scholarships to Loxahatchee Groves students to be approved and funded as designated by the Town Council. This program developed must include an application, eligibility criteria and structure for scholarship award, publicizing and informing the public of scholarship opportunities, and establishment and guidelines for an Award Selection Subcommittee which will advise the Town Council on recommendations of award of scholarships; and
 2. To appoint members to the Award Selection Subcommittee who will review applications and provide advice and recommendations to the Town Council on awarding the scholarships. The Award Selection Subcommittee shall be comprised of three (3) members and shall include individuals with backgrounds in education or public service. Members of the Loxahatchee Groves Scholarship Committee, Town Council, and employees of the Town are ineligible to serve as a member of the Award Selection Subcommittee.
 3. The Loxahatchee Groves Scholarship Fund Committee will not evaluate applications or make recommendations to the Town Council on the award of such scholarships; only the Award Selection Subcommittee will do so.
- II. Advisory Only.** The actions, decisions, and recommendations of the Scholarship Fund Committee and Award Selection Subcommittee shall be advisory only. All final decisions are solely at the discretion of the Town Council. The Loxahatchee Groves Scholarship Fund Committee is not authorized to perform fundraising activities on behalf of the Town.
- III. Meetings, Dates, Procedures, Records, Quorum, and Compensation.**
 - (A) The Loxahatchee Groves Scholarship Fund Committee shall hold an organizational meeting within thirty (30) days following the adoption of this Resolution and following each annual appointment thereafter.
 - (B) The Loxahatchee Groves Scholarship Fund Committee shall meet on an as-needed basis, as determined by the Loxahatchee Groves Scholarship Fund Committee.

- (C) All meetings, records and files of the Loxahatchee Groves Scholarship Fund Committee and the Award Selection Subcommittee 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 Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee 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 Loxahatchee Groves Scholarship Fund Committee and the Award Selection Subcommittee 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) members in attendance shall constitute a quorum of the Scholarship Fund Committee and of the Award Selection Subcommittee.
- (F) The Town Manager or his/her designee shall act as secretary to the Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee 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 Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee, on an as-needed basis.
- (G) Town staff will reasonably provide adequate support to the Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee to discharge their responsibilities.
- (H) Members of the Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee shall serve without compensation for the performance of their duties.

Section 3. The following persons are appointed to be members of the Loxahatchee Groves Scholarship Fund Committee:

Anita Kane
Mary McNicholas
Ken Johnson

Section 4. Suspension of the Loxahatchee Groves Scholarship Fund Committee. Unless extended by the adoption of a Resolution by the Town Council, the Loxahatchee Groves Scholarship Fund Committee shall complete its work and be suspended upon the award of

scholarships each year until the next annual appointment of members. The Award Selection Subcommittee shall be suspended at the same time as and until next appointed by the Loxahatchee Groves Scholarship Fund Committee.

Section 5. 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.

Section 6. Conflicts. All Resolutions or parts of Resolutions in conflict herewith are to the extent of such conflicts hereby repealed.

Section 7. Effective Date. This Resolution shall take effective immediately upon its adoption.

Council Member _____ offered the foregoing resolution. Council Member _____ seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
ROBERT SHORR, MAYOR	☐	☐	☐
LAURA DANOWSKI, VICE MAYOR	☐	☐	☐
MARGE HERZOG, COUNCIL MEMBER	☐	☐	☐
PHILLIS MANIGLIA, COUNCIL MEMBER	☐	☐	☐
MARIANNE MILES, COUNCILMEMBER	☐	☐	☐

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS ____ DAY OF JUNE 2021.

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

ATTEST:

Lakisha Q. Burch, Town Clerk

Mayor Robert Shorr

Vice Mayor Laura Danowski

APPROVED AS TO LEGAL FORM:

Office of the Town Attorney

Council Member Marge Herzog

Council Member Phillis Maniglia

Council Member Marianne Miles

This Page Is Blank Intentionally

RESOLUTION NO. 2018-12

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PROVIDING FOR THE CREATION OF THE "LOXAHATCHEE GROVES SCHOLARSHIP FUND COMMITTEE" TO DEVELOP THE PROGRAM FOR AWARDING THE SCHOLARSHIPS AND TO APPOINT A SUBCOMMITTEE OF QUALIFIED INDIVIDUALS TO RECOMMEND AWARDS OF SCHOLARSHIPS TO THE TOWN COUNCIL; PROVIDING FOR DUTIES OF THE COMMITTEE; PROVIDING FOR THE APPOINTMENT OF AN AWARD SELECTION SUBCOMMITTEE; PROVIDING FOR COMPLIANCE WITH FLORIDA'S SUNSHINE LAW AND PUBLIC RECORDS LAW; PROVIDING FOR PROCEDURAL MATTERS OF THE COMMITTEE; APPOINTING THE MEMBERS OF THE COMMITTEE; PROVIDING FOR SUNSETTING OF THE COMMITTEE; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.

WHEREAS, at its March 20, 2018, meeting, the Town Council determined that surplus donations for the February, 2018, Palm Beach League of Cities luncheon are to be used for awarding scholarships to Loxahatchee Groves students; and,

WHEREAS, it is the desire of the Town Council of the Town of Loxahatchee Groves, Florida, to create the "Loxahatchee Groves Scholarship Fund Committee" to develop an application, develop eligibility criteria and structure, develop and advertise for scholarship opportunities, publicize and inform the public of scholarship opportunities, create and implement the establishment and guidelines for an Award Selection Subcommittee to review all completed applications, and to appoint qualified individuals to the Award Selection Subcommittee which will advise the Town Council on recommendations of award of scholarships to Loxahatchee Groves students; and

WHEREAS, the Town Council determines that the creation of the Loxahatchee Groves Scholarship Fund Committee is in the best interests of the Town; and

WHEREAS, the Town Council finds it in the best interest of the Town to appoint the following members to the Loxahatchee Groves Scholarship Fund Committee for fixed terms to expire with the award by the Town Council of scholarships.

Anita Kane
Mary McNicholas
Ken Johnson

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 "Loxahatchee Groves Scholarship Fund Committee" as follows:

- I. Creation of the "Loxahatchee Groves Scholarship Fund Committee."** There is created the Loxahatchee Groves Scholarship Fund Committee to act as an advisory board to the Town Council, as follows:
 - (A) **Membership.** The Loxahatchee Groves Scholarship Fund Committee shall be comprised of three (3) voting members, to be appointed by Town Council. The members shall serve at the pleasure of the Town Council.
 - (B) **Duty.** The Loxahatchee Groves Scholarship Fund Committee's duties are:
 - a. To develop the program for the award of scholarships from funding designated by the Town Council from the surplus donations received for the Palm Beach League of Cities luncheon sponsored by the Town. This program includes developing an application, developing eligibility criteria and structure, developing and advertising for scholarship opportunities, publicizing and informing the public of scholarship opportunities, and creating and implementing the establishment and guidelines for an Award Selection Subcommittee which will advise the Town Council on recommendations of award of scholarships to Loxahatchee Groves students; and
 - b. To appoint members to the Award Selection Subcommittee who will review applications and provide advice and recommendations to the Town Council on awarding the scholarships. The Award Selection Subcommittee shall be comprised of three (3) members, and shall include individuals with backgrounds in education or public service. No member of the Loxahatchee Groves Scholarship Committee or Town Council shall be a member of the Award Selection Subcommittee.

- c. The Loxahatchee Groves Scholarship Fund Committee will not evaluate applications or make recommendations to the Town Council on the award of such scholarships; only the Award Selection Subcommittee will do so.

II. Advisory Only. The actions, decisions, and recommendations of the Scholarship Fund Committee and Award Selection Subcommittee shall be advisory only.

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

- (A) The Loxahatchee Groves Scholarship Fund Committee shall hold an organizational meeting within thirty (30) days following the adoption of this Resolution.
- (B) The Loxahatchee Groves Scholarship Fund Committee shall meet on an as-needed basis, as determined by the Loxahatchee Groves Scholarship Fund Committee.
- (C) All meetings, records and files of the Loxahatchee Groves Scholarship Fund Committee and the Award Selection Subcommittee 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 Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee 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 Loxahatchee Groves Scholarship Fund Committee and the Award Selection Subcommittee 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) members in attendance shall constitute a quorum of the Scholarship Fund Committee and of the Award Selection Subcommittee.
- (F) The Town Manager or his/her designee shall act as secretary to the Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee, 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 Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee, on an as-needed basis.
- (G) Town staff will reasonably provide adequate support to the Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee to discharge their responsibilities.

- (H) Members of the Loxahatchee Groves Scholarship Fund Committee and Award Selection Subcommittee shall serve without compensation for the performance of their duties.

Section 3. The following persons are appointed to be members of the Loxahatchee Groves Scholarship Fund Committee:

Anita Kane
Mary McNicholas
Ken Johnson

Section 4. Sunset of the Loxahatchee Groves Scholarship Fund Committee. Unless extended by the adoption of a Resolution by the Town Council, the Loxahatchee Groves Scholarship Fund Committee shall complete its work and cease to exist upon the award of scholarships. The Award Selection Subcommittee shall sunset at the same time as the Loxahatchee Groves Scholarship Fund Committee.

Section 5. 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.

Section 6. Conflicts. All Resolutions or parts of Resolutions in conflict herewith are to the extent of such conflicts hereby repealed.

Section 7. Effective Date. This Resolution shall take effective immediately upon its adoption.

Council Member McLendon offered the foregoing resolution. Council Member Maniglia seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
DAVID BROWNING, MAYOR	☒	☐	☐
TODD MCLENDON, COUNCIL MEMBER	☒	☐	☐
DAVE DEMAROIS, COUNCIL MEMBER	☒	☐	☐
JOYCE BATCHELER, COUNCIL MEMBER	☒	☐	☐
PHILLIS MANIGLIA, COUNCIL MEMBER	☒	☐	☐

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE
GROVES, FLORIDA, THIS 3rd DAY OF APRIL 2018.

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

ATTEST:

Virginia M Walton
Virginia Walton, Town Clerk

David Browning
Mayor David Browning

Todd McLendon
Council Member Todd McLendon

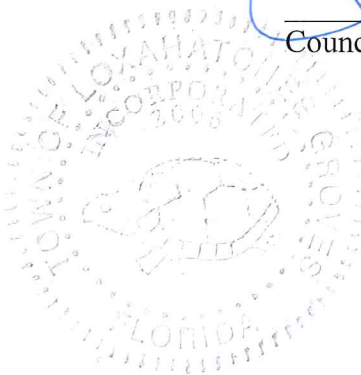
Dave DeMarois
Council Member Dave DeMarois

APPROVED AS TO LEGAL FORM:

MO
Office of the Town Attorney

Joyce L Batcheler
Council Member Joyce Batcheler

Phillis Maniglia
Council Member Phillis Maniglia



This Page Is Blank Intentionally



**TOWN OF LOXAHATCHEE GROVES
SCHOLARSHIP FUND COMMITTEE
COLLEGE/UNIVERSITY/VOCATIONAL/TECHNICAL
SCHOLARSHIP APPLICATION
2020 ACADEMIC YEAR**

The Town of Loxahatchee Groves is offering up to ten (10) \$1,000 scholarships to graduating seniors and/or special needs students residing in the Town of Loxahatchee Groves. Applications for scholarships may be made for two (2) or four (4) year accredited colleges/universities, vocational/technical schools, and/or special needs programs.

CRITERIA

1. Applications downloaded are preferred at www.loxahatcheegrovesfl.gov. Typewritten applications must follow the document's format. Any questions please call Town Clerk's Office at 561-793-2418. **Only typewritten applications will be accepted. Font size 12.**
2. All applications must be signed by the applicant, the principal and the guidance counselor, except for special needs applicants.
3. All completed applications must be received no later than Wednesday, April 8, 2020 to the Clerk's Office in Town Hall by 6:00 p.m.
4. **No attachments, EXCEPT for proof of residency*. Any attachments will be reason for disqualification.**

STUDENT'S NAME: _____

ADDRESS: _____

E-mail Address: _____

TELEPHONE NUMBER: _____

HIGH SCHOOL ATTENDING: _____

PRINCIPAL'S NAME: _____

Applicant's signature

Date

****Applicant must provide proof of residency for two (2) years in the Town of Loxahatchee Groves WITH this application. New residents will be considered at the discretion of the Town Clerk. ****

**Mail/return to: Town of Loxahatchee Groves
Attn: Scholarship Fund Committee
155 F Road
Loxahatchee, FL 33470**

OR by email to: lburch@loxahatcheegrovesfl.gov



FOR APPLICATION OF SCHOLARSHIP FOR COLLEGE, UNIVERSITY, OR VOCATIONAL/TECHNICAL SCHOOLS – PLEASE USE THE FOLLOWING:
The information presented must pertain only to your high school years (9th through 12th grades). Please do not include copies of newspaper clippings, certificates, etc.

1) Please tell us about the award/achievement you received in High School of which you are most proud and why it was meaningful to you.

2) Please list the organizations in which you participated in High School and any leadership positions you held. Please give a specific example of a contribution you made to an organization.

3) Tell us about how you resolved a personal or academic challenge in your life. (150 words or less)

4) Tell us about any volunteer/civic involvement and why you do it. (i.e., Non-profit, hospital, church, shelter work, etc.)

5) State names of Colleges/Universities or Vocational/Technical Schools accepted/enrolled in:

6) Current HIGH SCHOOL GPA:

_____ **WEIGHTED** _____ **UNWEIGHTED**

I attest that the information presented in this application is true to the best of my knowledge.

Applicant's Signature

Date

Guidance Counselor's Signature

Date

Principal's Signature

Date

**** Please note that scholarship checks will be made out to recipient of award and all scholarship funds must be used within six (6) months of issuance. ****



**TOWN OF LOXAHATCHEE GROVES
SCHOLARSHIP FUND COMMITTEE
SPECIAL NEEDS SCHOLARSHIP APPLICATION
2020 ACADEMIC YEAR**

The Town of Loxahatchee Groves is offering up to ten (10) \$1,000 scholarships to graduating seniors and/or special needs students (physical or mental disabilities) residing in the Town of Loxahatchee Groves. Applications for scholarships may be made for two (2) or four (4) year accredited colleges/universities, vocational/technical schools, and/or special needs programs.

CRITERIA

1. Applications downloaded are preferred at www.loxahatcheegrovesfl.gov. Typewritten applications must follow the document's format. Any questions please call Town Clerk at 561-793-2418. Only typewritten applications will be accepted. Font size 12.
2. All applications must be signed by the applicant (or guardian), and the applicable physician for special needs applicants.
3. All completed applications must received no later than Wednesday, April 8, 2020 to the Clerk's Office in Town Hall by 6:00 p.m.
4. No attachments, except proof of residency*. Any attachments will be reason for disqualification.

APPLICANT'S NAME: _____

ADDRESS: _____

E-mail Address: _____

TELEPHONE NUMBER: _____

SCHOOL ATTENDING (if applicable): _____

Applicant's (guardian's) signature Date

****Applicant must provide proof of residency for two (2) years in the Town of Loxahatchee Groves WITH this application. New residents will be considered at the discretion of the Town Clerk.****

Mail/return to: **Town of Loxahatchee Groves**
 Attn: Scholarship Fund Committee
 155 F Road
 Loxahatchee, FL 33470

OR by email to: lburch@loxahatcheegrovesfl.gov

Applicant is applying for a certified educational therapeutic program to:

_____.

(Name of program, institution)

I hereby ascertain that (applicant's name):

_____ may enroll in the above program by
signing below.

1) Primary diagnosis: _____

2) Physician's signature: _____

3) Print Physician's name & contact info: _____

I attest that the information presented in this application is true to the best of my knowledge.

Applicant's (Guardian's) Signature

Date

**Director of Certified Educational
Therapeutic Program's Signature**

Date

Please note that scholarship checks will be made out to recipient of award and all scholarship funds must be used within six (6) months of issuance.



**TOWN OF LOXAHATCHEE GROVES
SCHOLARSHIP FUND COMMITTEE
COLLEGE/UNIVERSITY/VOCATIONAL/TECHNICAL
POST HIGH SCHOOL SCHOLARSHIP APPLICATION
2020 ACADEMIC YEAR**

The Town of Loxahatchee Groves is offering multiple* \$1,000 scholarships to Loxahatchee Groves Post High School Residents**. Applications for Post High School Scholarships may be made for two (2) or four (4) year accredited post high school/colleges/universities, vocational/technical schools utilizing this application.

CRITERIA

1. Applications downloaded are preferred at www.loxahatcheegrovesfl.gov. Typewritten applications must follow the document's format. Any questions please call Town Clerk's Office at 561-793-2418 ext. 5. Only typewritten applications will be accepted. Font size 12.
2. All applications must be signed by the applicant, the principal, and the guidance counselor.
3. All completed applications must be received no later than **Thursday, May 27, 2021 to the Clerk's Office in Town Hall by 5:00 p.m.**
4. No attachments, EXCEPT for proof of residency*. Any attachments will be reason for disqualification.

STUDENT'S NAME: _____

ADDRESS: _____

E-MAIL ADDRESS: _____

TELEPHONE NUMBER: _____

HIGH SCHOOL ATTENDING: _____

Guidance Counselor or Principal's Name: _____

Applicant's Signature

Date

*Awards will be given out as funds are available, with first time applicants having priority.

**Applicant must provide proof of residency for two (2) years in the Town of Loxahatchee Groves WITH this application. New residents will be considered at the discretion of the Town Clerk.

Upload Mail/Return to: Town of Loxahatchee Groves
 Attn: Scholarship Fund Committee
 155 F Road
 Loxahatchee, FL 33470

OR by email to: lburch@loxahatcheegrovesfl.gov

Must be received by May 27th no later than 5pm.



FOR APPLICATION OF POST HIGH SCHOOL SCHOLARSHIP FOR COLLEGE, UNIVERSITY, OR VOCATIONAL/TECHNICAL SCHOOLS – PLEASE USE THE FOLLOWING: The information presented must pertain only to your school years. Please do not include copies of newspaper clippings, certificates, etc.

1) Please tell us about the awards/achievements you received in the past 4 School Years of which you are most proud and why it was meaningful to you.

2) Please list the organizations in which you participated in in the past 4 School Years and any leadership positions you held. Please give a specific example of a contribution you made to an organization.

3) Tell us about how you resolved a personal or academic challenge in your life. (150 words or less)

4) Tell us about any volunteer/civic involvement and why you do it. (i.e., Non-profit, hospital, church, shelter work, etc.)

5) State names of Colleges/Universities or Vocational/Technical Schools accepted/enrolled in:

6) Current HIGH SCHOOL GPA:

_____ **WEIGHTED** _____ **UNWEIGHTED**

I attest that the information presented in this application is true to the best of my knowledge.

Applicant's Signature

Date

Guidance Counselor's or Principal's Signature

Date

Principal's Signature

Date

**** Please note that scholarship checks will be made out to recipient of award and all scholarship funds must be used within six (6) months of issuance. ****



**TOWN OF LOXAHATCHEE GROVES
SCHOLARSHIP FUND COMMITTEE
SPECIAL NEEDS POST HIGH SCHOOL SCHOLARSHIP APPLICATION
2020 ACADEMIC YEAR**

The Town of Loxahatchee Groves is offering multiple* \$1,000 scholarships to Loxahatchee Groves Residents with special needs (physical or mental disabilities) residing in the Town of Loxahatchee Groves. ** Applications for Special Needs scholarships should be made on this application only.

CRITERIA

1. Applications downloaded are preferred at www.loxahatcheegrovesfl.gov. Typewritten applications must follow the document's format. Any questions please call Town Clerk's Office at 561-793-2418 ext. 5. Only typewritten applications will be accepted. Font size 12.
2. All applications must be signed by the applicant (or guardian), and the applicable physician for special needs applicants.
3. All completed applications must be received **no later than Thursday, May 27, 2021 to the Clerk's Office in Town Hall by 5:00 p.m.**
4. No attachments, except proof of residency*. Any attachments will be reason for disqualification.

APPLICANT'S NAME: _____

ADDRESS: _____

E-MAIL ADDRESS: _____

TELEPHONE NUMBER: _____

Therapeutic Program/School Attending: _____
(if applicable)

Applicant's (guardian's) Signature

Date

*Awards will be given out as funds are available, with first time applicants having priority.

**Applicant must provide proof of residency for two (2) years in the Town of Loxahatchee Groves WITH this application. New residents will be considered at the discretion of the Town Clerk. **

Upload/Mail Return to: Town of Loxahatchee Groves
 Attn: Scholarship Fund Committee
 155 F Road
 Loxahatchee, FL 33470

OR by email to: lburch@loxahatcheegrovesfl.gov

Must be received by May 27th no later than 5pm.

Applicant is applying for a certified educational therapeutic program to:

(Name of program, institution)

I hereby ascertain that (applicant's name): _____
may enroll in the above program by signing below.

1) Primary diagnosis: _____

2) Physician's signature: _____

3) Print Physician's name & contact info: _____

I attest that the information presented in this application is true to the best of my knowledge.

Applicant's (Guardian's) Signature

Date

Director of Certified Educational
Therapeutic Program's Signature

Date

Please note that scholarship checks will be made out to recipient of award and all scholarship funds must be used within six (6) months of issuance.

**The Town of Loxahatchee Groves
is offering up to ten (10)
\$1,000 scholarships
to
HIGH SCHOOL GRADUATES
and/or
SPECIAL NEEDS STUDENTS**



**DOWNLOADABLE/FILLABLE
APPLICATIONS**

<https://www.loxahatcheegrovesfl.gov/>

Email: jlopez@loxahatcheegrovesfl.gov

**or mail to
TOWN HALL
155 F Road
Loxahatchee Groves, FL 33470**

**FOR MORE DETAILS
TOWN HALL 561-793-2418
MARY MCNICHOLAS 561-662-1805
OR
ANITA KANE 561-373-1435**

This Page Is Blank Intentionally

**The Town of Loxahatchee Groves
is offering multiple*
\$1,000 scholarships
to
LOXAHATCHEE GROVES
POST HIGH SCHOOL STUDENTS
and
SPECIAL NEEDS STUDENTS
(LOXAHATCHEE GROVES RESIDENTS ONLY**)**



**DOWNLOADABLE/FILLABLE
APPLICATIONS**

MUST BE RECEIVED BY MAY 27TH at 5PM

<https://www.loxahatcheegrovesfl.gov/>

Email: lburch@loxahatcheegrovesfl.gov

**or mail to
TOWN HALL
155 F Road**

Loxahatchee Groves, FL 33470

**FOR MORE DETAILS
TOWN HALL 561-793-2418 ext. 5 (Lakisha Burch)
MARY MCNICHOLAS 561-662-1805
OR
ANITA KANE 561-373-1435**

***Awards will be given out as funds are available.**

****Loxahatchee Groves Residents Only**

This Page Is Blank Intentionally



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 4

TO: Town Council of Town of Loxahatchee Groves

FROM: Elizabeth V. Lenihan, Town Attorney

VIA: James Titcomb, Town Manager

DATE: June 1, 2021

SUBJECT: Discussion of Easement (Multi-Use Trail/Roadway Drainage & Utility) Protocol

Background:

At its May 4 and 18, 2021 meetings, the Town Council approved, respectively, final drafts of the Roadway/Drainage/Utility Easement and the Multi-Use Trail Easement forms. At its May 18, 2021 meeting, the Town Council also discussed the Town's roadway "footprint", the effects of Section 95.361, Florida Statutes, on the roadway "footprint", the use of Easements, and continuation of the Town's priority roadway maintenance and improvement projects. Town Council has directed to continue maintenance of roadways within the Town using the currently maintained boundaries. When it was expressed to the Town Council that additional right-of-way may be useful for a particular project, the Town Council directed staff to seek easements from the property owners for the additional property needed for this purpose.

The Town's resurfacing project on A Road has now begun, and questions have been raised regarding the application and use of the Easement forms. The Town Council is asked to consider establishing protocols for requesting Easements for Town purposes from property owners within the Town. Matters to consider with relation to protocols are: who is responsible for the "program", who is authorized to request easements, what is the scope of the easements that may be requested, and who is authorized to negotiate easements.

Recommendations:

Move that the Town Council approve the following protocol regarding requests for Easements for Town purposes:

1. The Town is seeking, and may request from property owners within the Town, the following:



155 F Road Loxahatchee Groves, FL 33470

- a. Easements for additional right-of-way outside the currently maintained roadway “footprint” to be used for roadway, drainage, and/or utility purposes. Such Easements will be addressed on a case by case basis in relation to a proposed project.
 - b. Easements for multi-use trails.
2. The Town’s Public Works Director, Larry Peters, who is a licensed engineer, is responsible for obtaining, perfecting, requesting approval, and recording Easements to the Town.
3. The Town’s Public Works Director may procure the services of a surveyor for preparation of sketches and legal descriptions in accordance with the Town’s purchasing code and manual.
4. The Town’s Public Works Director will work with the Town Attorney to revise any Easement documents as necessary.
5. In addition to the Town’s Public Works Director, Town Administration and Town Councilmembers may request Easements for Town purposes as described in this protocol.
6. The Town’s Public Works Director, Town Administration, Town Engineer and/or Town Attorney will prepare for consideration by the Town Council any variance to the terms of an Easement.
7. All Easements must be approved by the Town Council prior to recording.
8. Easements must be collected prior to the Town beginning any work within the Easement, unless directed by the Town Manager.



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 5

TO: Town Council of Town of Loxahatchee Groves

FROM: Elizabeth V. Lenihan, Town Attorney

VIA: James Titcomb, Town Manager

DATE: June 1, 2021

SUBJECT: Interlocal Agreement with Palm Beach County for Roadway Projects on Okeechobee Boulevard

Background:

In Resolutions 2019-21 and 2019-22 (each passed 5/0 on April 2, 2019), the Town Council approved two roadway projects on Okeechobee Boulevard and directed staff to apply for cost-reimbursement funding from the Palm Beach County Transportation Planning Authority (TPA). The projects include a multi-use trail with pedestrian/equestrian warning signals and crossings along Okeechobee Boulevard between “A” Road and Folsom Road and a roundabout at the intersection of Okeechobee Boulevard and Folsom Road. The TPA has approved these projects for cost reimbursement funding. When the Town originally applied for the funding for these projects, the multi-use trail project was anticipated to begin in fiscal year 2021 and the roundabout project in fiscal year 2022. The TPA has agreed that the projects may be combined and begin in fiscal year 2022.

The Florida Department of Transportation (FDOT) is the granting agency for the cost-reimbursement funding that has been approved for the Town’s projects. FDOT requires the design and construction of FDOT grant funded projects be completed by an agency that is certified for FDOT’s Local Agency Program (LAP). Palm Beach County is a LAP certified agency. The County adopted a resolution supporting the Town’s projects, contingent on the Town and the County entering an interlocal agreement outlining the terms and conditions upon which the County will design and construct the Town’s projects, as required by FDOT, and the Town will pay the project costs subject to reimbursement from the grant funding.

The Interlocal Agreement for consideration by the Council provides that the County will be responsible for all phases of the two Town projects, including design, permitting, contractor selection, and construction. The Town will have input on the design of both projects. The County will manage the construction of the Town’s projects, and submit all grant documentation for compliance and reimbursement. The Town will be responsible for funding the two projects in advance, in compliance with the cost-reimbursement grants awarded to the Town. FDOT requires



155 F Road Loxahatchee Groves, FL 33470

the Town's cost include contingency, which all parties have agreed may be held in the form of a surety. Upon receipt of reimbursements from FDOT, the County will transfer such funds to the Town. The Interlocal Agreement provides for a temporary transfer of traffic regulatory authority from the Town to the County for the County to install the crossing signals associated with the multi-use trail, and that the Town will have maintenance responsibility for the multi-use trail and the center of the roundabout, while the County will retain the responsibility to maintain the roundabout. The Interlocal Agreement recognizes the multi-use trail to have a seven-year useful life, as determined by the TPA, and that the County will not initiate construction of widening on Okeechobee Boulevard until the useful life of the multi-use project has been met.

The Interlocal Agreement is still under review by Palm Beach County.

The Town has been reprioritizing roadway projects within its budget. When applying for the grant funding, the Town estimated that the total cost for both projects is approximately \$3,200,000, all inclusive. The Town's Local Funds contribution for the grant, not reimbursed by FDOT, is approximately \$735,000, plus commitment of contingency funds to be guaranteed by a town surety bond, letter of credit or similar instrument for up to approximately \$415,000 may be needed.

The Town may allocate available funds for these projects, or may finance the cost of these projects, committing gas tax and possible sales surtax funds to the repayment. Staff has contacted the League of Cities regarding updated information on available rates for financing. With the delay in the timing of these projects, the Town also has the opportunity to bring forward a Charter amendment for consideration of the voters at referendum to allow the Town to pursue financing for projects based on the useful life of the projects, including time for design, permitting and construction. Such an amendment would allow the Town to pursue capital improvement projects, such as these two projects on Okeechobee Boulevard, as well as continuing its focus on a routine roadway maintenance program along with the prioritized neighborhood assessable paving projects.

Recommendations:

Move that the Council approve the Interlocal Agreement with Palm Beach County for the multi-use trail and roundabout projects on Okeechobee Boulevard, with any final revisions deemed necessary and appropriate by the Town Manager and Town Attorney.

Move that the Council direct staff to pursue financing for the projects in compliance with the conditions in the Town's Charter and other applicable laws.

Move that the Council direct staff to bring an item back to move forward with a Charter amendment for consideration by the voters at referendum related to financing of capital improvement projects.



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 6a

TO: Town Council of Town of Loxahatchee Groves
FROM: Larry A. Peters, P.E., Director of Public Works
VIA: James Titcomb, Town Manager
SUBJECT: South E Road reconstruction

Background:

South E Road is in very poor condition and is in need of reconstruction. This section of the Town's roadways improvement was a high priority one year ago. During heavy rain events, stormwater is pooling in the roadway and will soon wash out the berm along E Canal.

At the Tuesday May 18, 2021 Town Council Workshop and Special Meeting, staff listed this item for discussion, however, the item was removed from the agenda, due to not having back-up.

The below information is the back-up.

This item has a FY 20-21 budget item in place, of \$100,000.00 for base rock material, however, due to the recent increase in the cost of fuel, Council approved Resolution No. 2021-25, authorizing a Renewed Master Agreement with Palm Beach Aggregate, LLC., on the Town Council Agenda of May 4, 2021, increasing the cost of base rock material delivered.

The current cost of the base rock material for the reconstruction of South E Road is \$108,700.00.

In addition to the road improvement, there will need to be at least two standard drainage culverts installed at an estimated cost of \$15,000.00 each. The easements have been granted and there are no trees or fences to be relocated.

Recommendations:

Staff seeks Council approval to execute a purchase order to Palm Beach Aggregates, LLC, in the amount of \$108,700.00 for providing and delivering base rock to South E Road.



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 6b

TO: Town Council of Town of Loxahatchee Groves
FROM: Larry A. Peters, P.E., Director of Public Works
VIA: James Titcomb, Town Manager
SUBJECT: South D Road Paving

Background:

At the Tuesday May 18, 2021 Council Workshop and Special Meeting, staff presented a quote from Hardrives, Inc. for paving South D Road from Okeechobee Blvd to Southern Blvd, with 2 inches of Type S-1 or 12.5C Asphalt. 8600 feet long by 20 feet in width. This Item was not selected for approval.

South D Road can be divided into two segments:

The first segment is 1,100 feet long starting at Okeechobee Blvd. and running South along the West boundary of “Big Dog”. As a part of the Development Agreement with the town, “Big Dog” provided \$100,000.00 for paving this segment. The Town has since re-constructed the roadway and installed drainage.

The second segment is to finish South D to Valencia Dr.

Note: FDOT is in the process of installing Traffic Signals at the intersection of Southern Blvd. and D Road, and the plans are for FDOT to pave D Road from Southern Blvd. to the Northern Boundary of the State Right of Way, which aligns with the North boundary of Valencia Dr.

Please see the attached revise quote to include: Paving South D Road from Okeechobee to Valencia, and to include 40’ aprons East and West of D on Collecting Canal, 11th Terrace, and Gruber. Speed Tables, Edge striping and a double yellow center line.

Hardrives has been competitively vetted by “Piggy Back”, and the other vetted contractors that have provided quotes will not warrant the work for three years.

The South D road improvement will require four drainage structures at an estimated cost of \$15,000 to \$20,000 each.

Recommendations:

Staff seeks Council approval to execute a purchase order to Hardrives, Inc., in the amount of \$_____ for paving of South D Road in accordance with the attached quote.



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 6c

TO: Town Council of Town of Loxahatchee Groves
FROM: Larry A. Peters, P.E., Director of Public Works
VIA: James Titcomb, Town Manager
SUBJECT: North B Road Paving

Background:

At the Tuesday May 18, 2021 Council Workshop and Special Meeting, staff presented a quote from Hardrives, Inc. for paving North B Road from Okeechobee Blvd to North Road with 2 inches of Type S-1 or 12.5C Asphalt. Two miles long by 20 feet in width.

Staff was directed to request a re-quote for the Southern one- and one-half mile section to be 20 feet in width and the Northern one-half mile section to be 18 feet in width.

Note: The Sod Farm is mandated, by a Development Order with the Town, to only use B Road for trucking, and the Town receives \$20,000.00 each year, from the Sod Farm, for maintenance of B Road.

Please see the attached revise quote to include:

1 ½ Mile at 20' width and the North ½ mile at 18' width.

Paving a 90'x 18' - "T" Intersection at the Intersection of B and North Road and extending the paving from B Road to the Sod Farm.

Eleven Speed Tables

13 - 20'x40' Driveway aprons along B Road

Edge striping and double yellow center line.

Recommendations:

Staff seeks Council approval to execute a purchase order to Hardrives, Inc., in the amount of \$423,936.40 for paving of North B Road in accordance with the attached quote.

● SITEMARK ● ASPHALT PAVING ● ROADWAYS ● PARKING AREAS ● CONCRETE WORK

HARDRIVES, INC.

2101 SOUTH CONGRESS AVENUE
DELRAY BEACH, FLORIDA 33445-7398

PHONE 561-278-0456
FAX 561-278-2147

QUOTATION

REVISED May 25, 2021

Ph: (561) 793-2418

Email: LPeters@loxahatcheegrovesfl.gov

To: Larry Peters, Public Works Director
Town of Loxahatchee Groves
155 F Road
Loxahatchee Groves, FL 33470

Name of Project: B Road

Location: Loxahatchee Groves

Plans and Specifications: As Described Below

WE PROPOSE TO FURNISH ALL LABOR & EQUIPMENT TO PERFORM THE FOLLOWING:

B Road – 1 ½ Mile long by 20' & ½ Mile long by 18' From Okeechobee Road to North Road:

22,880	SY	Tack	@ \$.45/SY	\$ 10,296.00
22,880	SY	Pave 2" with Type S-1 or 12.5C Asphalt	@ \$12.50/SY	\$ 286,000.00
10		Drives on West side of B Road		
3		Drives on East side 20' x 40'		
1,156	SY	Including Tack	@ Lump Sum	\$ 14,912.40
180	SY	North Road "T" at Intersection 90' x 18'	@ Lump Sum	\$ 2,250.00
		Pave North Road from B Road to Sod Farm		
2,450	SY	Including Tack	@ Lump Sum	\$ 31,728.00
11		Install Speed Bumps	@ Lump Sum	\$ 15,750.00
		Striping 2 Edge Lines, Double Yellow down center, Stop Bar at ea. end of road, Striping 11 Speed Bumps	@ Lump Sum	\$ 63,000.00
		TOTAL		\$423,936.40

NOTES:

- All permits and fees by others.
- All Maintenance of Traffic Included.
- On B Road, Rock needs to be finished before paving or existing wash boards will come through Asphalt.
- Coring shows 9"-13" hard shell rock in roadway.
- Striping Prices are good for 30 days from date of quote, due to material shortage and prices going up.
- If B Road can be done immediately after A Road the Town would save \$5,500.00 for Mobilization.
- Hardrives requires a two week notice to mobilize.

Prices are valid for 30 days.

ACCEPTED BY:

HARDRIVES, INC.

TITLE

Craig K. Elmore, Vice President

DATE:

HARDRIVES CANNOT GUARANTEE OR BE RESPONSIBLE FOR ROCK BASE WORK CONSTRUCTED BY OTHERS:

Power steering and fast starts will damage asphalt. We cannot be held responsible after completion of this project. Grass and weeds will grow through asphalt. The control of these is the responsibility of the owner of the property. Buyer's signed acceptance will constitute a binding contract. In the event there is any default in payments due under this contract and the same is placed in the hands of an attorney for collection, the purchaser and/or purchasers agree to pay all cost of collection, including a reasonable attorney's fee.