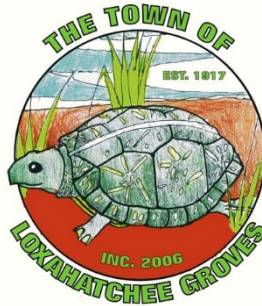


**TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
TOWN COUNCIL REGULAR MEETING**

AGENDA

December 3, 2019 - 7:00 P.M.



Council Meeting to preceded by a Residents Discussion Workshop from 6:00-7:00 P.M.

Robert Shorr, Mayor (Seat 4)

Phillis Maniglia, Councilmember (Seat 1)

Laura Danowski, Councilmember (Seat 2)

Lisa El-Ramey, Councilmember (Seat 3)

Dave DeMarois, Vice Mayor (Seat 5)

Administration

Town Manager, James S. Titcomb

Assistant Town Manager, Francine L. Ramaglia

Town Attorney, R. Brian Shutt, Esq.

Town Clerk, Lakisha Q. Burch

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's why we say "Character Counts" in Town of Loxahatchee Groves. 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/Modifications of Agenda

Comments from The Public on Non-Agenda Items

The public is encouraged to offer comments on any non-agenda item. Generally, remarks by an individual will be limited to one time, up to three minutes or less. The Mayor or presiding officer has discretion to adjust the amount of time allocated.

CONSENT AGENDA

1. Approval of November Meeting Minutes
 - a. November 5, 2019 Resident Community Workshop
 - b. November 5, 2019 Town Council Regular Meeting
 - c. November 19, 2019 Town Council Workshop/Special Meeting
2. Approval of Town Council Rules of Engagement.
3. Approval of Local Mitigation Strategy
4. Appointment of Veronica Close as an alternate for Planning Zoning Board
5. Authorize the Mayor to send letter to TPA regarding Okeechobee Blvd.

PRESENTATION

6. Presentation of FY 2017-18 Audit from Terry Morton from Terry Morton, Nowlen & Miner.
 - a. Approval of Budget Amendments
7. Presentation of Health Insurance Renewal – Gehring Group

PUBLIC HEARING

8. Second Reading of Ordinance No. 2019-10 Mayor term limits.
9. Second Reading of Ordinance No. 2019-11 Term limits.

REGULAR AGENDA

10. Approval of Town Council Meeting Schedule from January – June 2020

Town Councilmembers Comments

Town Staff Comments

Adjournment

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 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.



155 F Road Loxahatchee Groves, FL 33470

TO: Town Council of Town of Loxahatchee Groves
FROM: Lakisha Burch, Town Clerk
VIA: James Titcomb, Town Manager
SUBJECT: Meeting Minutes for the month of October.

Staff recommends approval of the attached meeting minutes.



**TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MINUTES OF COMMUNITY WORKSHOP
NOVEMBER 5, 2019**

Meeting audio available in Town Clerk's Office

CALL TO ORDER

Mayor Shorr called the Community Workshop to order at 6:00 p.m.

This Community Conversation Workshop was scheduled for Town Residents to address the Town Council with their concerns and questions regarding the governing of the Town of Loxahatchee Groves.

ROLL CALL

Mayor Robert Shorr, Vice Mayor David DeMarios (arrived 6:03 p.m.), Councilmembers Laura Danowski, Lisa El-Ramey and Phillis Maniglia, Town Manager James Titcomb, Town Attorney R. Brian Shutt and Town Clerk Lakisha Burch.

PUBLIC COMMENTS

There were public comments made by the following:

Robert Austin- Traffic/business regulations

Judy Berens- Agritourism and signage

There was consensus by the Town Council to investigate changing road (street sign) 21st Street to Panther Ridge.

Paul Coleman- Road/Maintenance

Simon Fernandez- Landowners serving on Town Committees

There was consensus by the Town Council to have the Town Clerk send all resolutions regarding Town Committee to Town Council for review and for Town Council to give suggestions.

Katie Lakeman – Setback for quarantined animals

ADJOURNMENT

There being no further business meeting was adjourned at 6:58 p.m.

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Mayor Robert Shorr

Lakisha Burch, Town Clerk

Vice Mayor David DeMarios

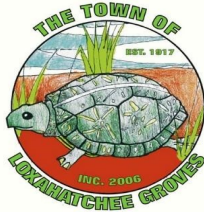
Councilmember Laura Danowski

APPROVED AS TO LEGAL FORM:

Councilmember Lisa El-Ramey

R. Brian Shutt, Town Attorney

Councilmember Phillis Maniglia



**TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MINUTES OF COUNCIL MEETING
NOVEMBER 5, 2019**

Meeting audio available in Town Clerk's Office

CALL TO ORDER

Mayor Shorr called the meeting to order at 7:06 p.m.

PLEDGE OF ALLEGIANCE

Young Ladies from Loxahatchee Groves Elementary School led the Pledge of Allegiance.

MOMENT OF SILENCE

There was a Moment of Silence.

ROLL CALL

Mayor Robert Shorr, Vice Mayor David DeMarios, Councilmembers Laura Danowski, Lisa El-Ramey and Phillis Maniglia, Town Manager James Titcomb, Town Attorney R. Brian Shutt and Town Clerk Lakisha Burch.

ADDITIONS/DELETIONS/MODIFICATIONS OF AGENDA

Councilmember Danowski asked could item 1 from the Consent Agenda be pulled for discussion.

Motion was made by Councilmember Danowski seconded by Councilmember Maniglia to pull item 1 be pulled from Consent Agenda for discussion; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

The public is encouraged to offer comments on any non-agenda item. Generally, remarks by an individual will be limited to one time, up to three minutes or less. The Mayor or presiding officer has discretion to adjust the amount of time allocated.

There was public comment made by Ron Jarriel.

CONSENT AGENDA

1. Approval of Service Agreement with My PR Guru, LLC **-PULLED FROM CONENT AGENDA FOR DISCUSSION**

Town Manager Titcomb presented the item to Town Council by stating that this is a follow up item to the collective discussions that came out of the visioning process and some of the discussions we've had at Council and Staff level. It involves securing services to start

consolidating and coordinating the messaging from the Town in the sense of putting unidentified Town messaging out to the community, utilizing our own methodology of e-letter, periodic newsletter and messaging component for social media for the Town on official Town sites that are to be established and put out there. Town Manager Titcomb stated that there were many companies that was looked at and he zeroed on Mr. Cohen. He also stated that the scope of work that Mr. Cohen would provide was mentioned in the memo to Council.

Mr. Cohen addressed the Town Council and answered questions that were presented to him. There was discussion among the Town Council and Mr. Cohen.

There was public comment made by Don Wilding.

Motion was made by Councilmember Maniglia seconded by Councilmember Danowski to table this item until early February 2020; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

PUBLIC HEARING

2. First Reading of Ordinance No. 2019-05 approving the collection of Solid Waste, Recovered Materials and Recyclable Materials.

Town Attorney Shutt read Ordinance 2019-05 approving the collection of Solid Waste, Recovered Materials and Recyclable Materials into read. Town Attorney Shutt also presented the item and gave an overview of the changes. There was discussion among the Town Council and Town Attorney Shutt and Staff.

There were public comments made by the following: Paul Coleman, Ron Jarriel and Don Wilding.

Motion was made by Vice-Mayor DeMarios seconded by Councilmember Danowski to approve on First Reading Ordinance No. 2019-05 approving the collection of Solid Waste, Recovered Materials and Recyclable Materials with the changes made by Town Council; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

3. First Reading of Ordinance No. 2019-09 approving the Town Charter "Housekeeping" provisions.

Town Attorney Shutt read Ordinance 2015-09 approving the Town Charter "Housekeeping" provisions into read. Town Attorney Shutt also presented the item and gave an overview of the Ordinance. There was discussion among Town Council and Town Attorney Shutt.

Motion was made by Councilmember Maniglia seconded by Vice-Mayor DeMarios to approve on First Reading Ordinance No. 2019-09 approving the Town Charter

“Housekeeping” provisions with changes given by Town Council; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

REGULAR AGENDA

4. Approval to execute the attached memorandum of understanding with the Palm Beach County Water Utilities Department.

Assistant Town Manager Francine Ramaglia presented the item to the Town Council. There was discussion among the Town Council and Staff.

There was public comment made by Ron Jarriel.

Motion was made by Vice-Mayor DeMarios seconded by Councilmember Danowski to approve and execute the memorandum of understanding with the Palm Beach County Water Utilities Department; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski and El-Ramey. Nye: Councilmember Maniglia. Motion passed 4-1.

5. Approval to submit the attached priorities to appropriate legislators and agencies.

Mary McNichols, Government Affairs Representative from Geoffrey B. Sluggett and Associates presented the item to the Town Council. Ms. McNichols gave an overview to Town Council regarding the Town of Loxahatchee Groves’ Legislative Priorities for the upcoming session 2020-2021. There was discussion among Town Council and Ms. McNichols.

Motion was made by Councilmember Maniglia to approve all five (5) legislative appropriation projects except number three (3) Southern D Road Improvements (Southern Blvd. to Collecting Canal Road). Motion failed for lack of second.

Motion was made by Vice Mayor DeMarios seconded by Councilmember Danowski to approve all five (5) legislative appropriation projects requests for the upcoming session 2020-2021; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia Motion passed unanimously.

6. Approval of Resolution 2019-53 with Coastal Waste and Recycling of Palm Beach County, LLC. to provide solid waste and recycling collection services including commercial and roll-off franchises.

Assistant Town Manager Francine Ramaglia presented the item to the Town Council. There was discussion among the Town Council and Staff.

There was public comment made by Ron Jarriel and Marianne Miles.

Motion was made by Vice-Mayor DeMarios seconded by Councilmember Danowski to approve Resolution No. 2019-53 authorizing contract with Coastal Solid Waste & Recycling Services, LLC to provide solid waste and recycling collection services including commercial and roll-off franchises with corrections made by Town Council; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski and El-Ramey. Nye: Councilmember Maniglia. Motion passed 4-1.

7. Approval to execute purchase orders with Palm Beach Aggregates for materials for B and D roads as noted above at a total cost not to exceed \$130,400 and related purchase orders with other vendors for equipment rentals and MOT totaling \$15,200.

Director of Public Works, Larry Peters presented the item to the Town Council. There was discussion among the Town Council and Staff.

There was public comment made by Ron Jarriel.

Motion was made by Vice-Mayor DeMarios seconded by Councilmember Danowski to approve and execute purchase orders with Palm beach Aggregate for materials for B and D roads as noted above at the total costs not to exceed \$ 130,400 and related purchase orders with other vendors for equipment rentals and MOT totaling \$ 15,200; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmember Danowski and El-Ramey. Nye: Councilmember Maniglia. Motion passed 4-1.

8. Approval to proceed with the identified drainage projects on North B Road and South D Road totaling \$166,845 under the existing WBI contract, contingent upon obtaining any necessary easement commitments.

Director of Public Works, Larry Peters presented the item to the Town Council. There was discussion among the Town Council and Staff.

There was public comment made by Ron Jarriel.

Motion was made by Vice Mayor DeMarios seconded by Councilmember El-Ramey to approve to proceed with the above drainage projects on North B and South D Roads totaling \$ 166,845 under the existing WBI contract contingent upon obtaining the necessary easement commitments; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski and El-Ramey. Nye: Councilmember Maniglia. Motion passed 4-1.

Town Staff Reports

Town Manager Titcomb stated is wanted to briefly let Town Council know that next week Thursday and Friday he would be attending Legislative Policy Committees and Legislative Policy Conference in Orlando and that only affects one work day in terms of Town Hall open. He stated that he would appoint an emergency point of contact in case there's anything that comes up due to him physically being in the center of the state. He also stated that the following week

on Wednesday the 20th through the that Sunday the 24th he would be attending the National League of Cities and would also be physical out of the area.

Town Clerk Burch stated that she wanted to personally and publicly thank the Council and the residents for allowing her to attend conferences to work towards obtaining her Municipal Master Certification (MMC). She stated that her goal is to obtain it by next year. She also thanked them for supporting her as being the Southeast District Director for the Florida Association of City Clerks.

Town Councilmembers Reports

Councilmember Danowski spoke about the signs and auditors.

Adjournment

There being no further business meeting was adjourned at 11:30 p.m.

TOWN OF LOXAHATCHEE GROVES, FLORIDA

ATTEST:

Mayor Robert Shorr

Lakisha Burch, Town Clerk

Vice Mayor David DeMarios

Councilmember Laura Danowski

APPROVED AS TO LEGAL FORM:

Councilmember Lisa El-Ramey

R. Brian Shutt, Town Attorney

Councilmember Phillis Maniglia



**TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MINUTES OF COUNCIL MEETING
NOVEMBER 19, 2019**

Meeting audio available in Town Clerk's Office this meeting is only recorded for the first 30 minutes there were technical difficulties

CALL TO ORDER

Mayor Shorr called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Shorr led the Pledge of Allegiance.

MOMENT OF SILENCE

There was a Moment of Silence.

ROLL CALL

Mayor Robert Shorr, Vice Mayor David DeMarios (called-in), Councilmembers Laura Danowski, Lisa El-Ramey and Phillis Maniglia (arrived 6:15 p.m.), Town Manager James Titcomb, Town Attorney R. Brian Shutt and Town Clerk Lakisha Burch.

ADDITIONS/DELETIONS/MODIFICATIONS OF AGENDA

Councilmember Danowski asked could item 3 from the Consent Agenda be pulled for discussion.

Motion was made by Councilmember Danowski seconded by Councilmember El-Ramey to pull item 3 be pulled from Consent Agenda for discussion and approve amended agenda; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmembers Danowski, El-Ramey. Motion passed unanimously.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

The public is encouraged to offer comments on any non-agenda item. Generally, remarks by an individual will be limited to one time, up to three minutes or less. The Mayor or presiding officer has discretion to adjust the amount of time allocated.

There was public comment made by Marianne Miles, Cassie Suchy and Virginia Standish.

CONSENT AGENDA

1. Approval of October Meeting Minutes
 - a. October 3, 2019 Resident Community Workshop
 - b. October 3, 2019 Town Council Regular Meeting
 - c. October 15, 2019 Town Council Workshop/Special Meeting

2. Approval of Resolution No. 2019-63 to appoint Matthew Otero (Councilmember El-Ramey) as a member of Planning Zoning Board.

Motion was made by Councilmember Danowski seconded by Councilmember El-Ramey to approve Consent Agenda which includes items 1 and 2; it was voted as follows: Ayes: Mayor Shorr, Vice-Mayor DeMarios, Councilmember Danowski, El-Ramey and Maniglia. Motion passed unanimously.

3. Approval of Resolution No. 2019-64 to grant consent for ingress and egress over a Town's easement. **PULLED FROM CONSENT AGENDA FOR DISCUSSION.**

Councilmember Danowski pulled the item for discussion. Town Attorney Shutt presented the item to the Town Council and gave an overview. There was discussion among the Town Council and Staff.

There was public comment made by Virginia Standish.

There was consensus of the Town Council to have staff identify proper language regarding easements.

Motion was made by Councilmember Maniglia seconded by Councilmember Danowski to approve Resolution No 2019-64 granting consent for ingress and egress over a Town easement; it was voted as follows: Ayes: Mayor Shorr, Vice Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

PUBLIC HEARING

4. Second Reading of Ordinance No. 2019-05 approving the collection of Solid Waste, Recovered Materials and Recyclable Materials.

Town Attorney Shutt read Ordinance No. 2019-05 into the record.

There was discussion among Assistant Town Manager Francine Ramaglia and Councilmember Danowski regarding concerns Councilmember Danowski inquired about.

Motion was made by Councilmember Danowski seconded by Councilmember El-Ramey to approve on Second Reading Ordinance No. 2019-05 approving the collection of Solid Waste, Recovered Materials and Recyclable Materials with changes that made by Town Council; it was voted as follows: Ayes: Mayor Shorr, Vice Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

5. Second Reading of Ordinance No. 2019-09 approving the Town Charter "Housekeeping" provisions.

Town Attorney Shutt read Ordinance No. 2019-09 into the record.

Motion was made by Councilmember Maniglia seconded by Councilmember Danowski to approve on Second Reading Ordinance No. 2019-09 approving the Town Charter "Housekeeping" provisions; it was voted as follows: Aye: Mayor Shorr, Vice Mayor

DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

6. First Reading of Ordinance No. 2019-10 Mayor term limits.

There was public comment made by Don Wilding.

Town Attorney Shutt read Ordinance No. 2019-10 into the record. Town Attorney Shutt presented the item and there was discussion among the Town Council and Staff.

Motion was made by Danowski seconded by Councilmember Maniglia to approve on First Reading Ordinance No. 2019-10 approving Mayor term limits; it was voted as follows: Aye: Mayor Shorr, Vice Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

7. First Reading of Ordinance No. 2019-11 Term limits.

There were public comments made by the following Virginia Standish and Don Widing.

Town Attorney Shutt read Ordinance No. 2019-11 into the record. Town Attorney Shutt presented the item and there was discussion among the Town Council and Staff.

Motion was made Councilmember Maniglia seconded by Councilmember Danowski to approve on First Reading Ordinance No. 2019-11 Term limits; it was voted as follows: Aye: Mayor Shorr, Vice Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

REGULAR AGENDA

8. Approval Council Rules of Engagement

Town Manager Titcomb presented the item to Town Council and there was discussion among Town Council and Staff.

Motion was made by Maniglia seconded by Councilmember Danowski to approve Council Rules of Engagement with changes made by Town Council it was voted as follows: Ayes: Mayor Shorr, Vice Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

Town Councilmembers Comments

Councilmember Maniglia spoke about the following: Grader working on Saturdays, Code Enforcement, Letter to remove gates and her visit to the Sheriff's camera service center for license plates.

Councilmember El-Ramey spoke about newsletter.

Vice Mayor DeMarios – spoke about Charter Officer

Mayor Shorr – spoke about Palm Beach County 078, draft a letter to the TPA and meeting schedule for the 2020 year.

There was consensus by Town Council to bring forth letter regarding TPA and meeting schedule for the 2020 year at the December 3rd meeting.

Town Staff Comments

Director of Public Works, Larry Peters presented a request to Town Council requesting additional road material purchases from Palm Beach Aggregates regarding B Road.

There was discussion among Town Council and Mr. Peters regarding this matter.

Motion was made by Councilmember Danowski seconded by Councilmember El-Ramey to approve and execute purchase orders with Palm Beach Aggregates for additional materials for North B Road as noted as above at the total not to exceed \$137,740.00; it was voted as follows: Aye: Mayor Shorr, Vice Mayor DeMarios, Councilmembers Danowski, El-Ramey and Maniglia. Motion passed unanimously.

Adjournment

There being no further business meeting was adjourned at 9:30 p.m.

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Mayor Robert Shorr

Lakisha Burch, Town Clerk

Vice Mayor David DeMarios

Councilmember Laura Danowski

APPROVED AS TO LEGAL FORM:

Councilmember Lisa El-Ramey

R. Brian Shutt, Town Attorney

Councilmember Phillis Maniglia



155 F Road Loxahatchee Groves, FL 33470

Agenda Item #2

TO: Town Council of Town of Loxahatchee Groves
FROM: James Titcomb, Town Manager
SUBJECT: Approval of Resolution No. 2019-65 Town Council Rules of Engagement

Background:

The Town Council previously reviewed and edited “Rules of Engagement” to conduct themselves, and public interaction, during Town Council and other public meetings and events. Those edits were made by staff and Town Attorney and are presented herewith.

Recommendations:

Approve Resolution No. 2019-65 delineating Town Council Rules of Engagement.

**TOWN OF LOXAHATCHEE GROVES
RESOLUTION NO. 2019-65**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA REPEALING ADMINISTRATIVE POLICY 3-13 WHICH PROVIDED FOR RULES OF THE COUNCIL AND ADOPTING THIS RESOLUTION TO PROVIDE FOR TOWN COUNCIL RULES OF ORDER AND PROCEDURE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Loxahatchee Groves hereby adopts this Resolution adopting the attached Town Council Rules of Order and Procedure; and

WHEREAS, the Town Council has determined that the attached rules of order and procedure are adopted in place of the prior rules, set forth in Administrative Policy 3-13 is hereby repealed.

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

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 upon adoption hereof.

Section 2. The Town Council has determined that it is in the best interests of the Town to adopt the Town Council Rules of Order and Procedure attached hereto as Exhibit “A”. The rules set forth in Administrative Policy 3-13, is hereby repealed upon the adoption of this Resolution.

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

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 upon 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	☐	☐	☐
Dave DeMarios, VICE MAYOR	☐	☐	☐
Laura Danowski, COUNCIL MEMBER	☐	☐	☐
Lisa El-Ramey, COUNCIL MEMBER	☐	☐	☐
Phillis Maniglia, COUNCIL MEMBER	☐	☐	☐

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS ____ DAY OF _____, 2019.

**TOWN OF LOXAHATCHEE GROVES
FLORIDA**

ATTEST:

Mayor Robert Shorr

Town Clerk Lakisha Burch

Vice Mayor David DeMarios

APPROVED AS TO LEGAL FORM:

Council Member Laura Danowski

Council Member Lisa El-Ramey

Office of the Town Attorney

Council Member Phillis Maniglia

TOWN OF LOXAHATCHEE GROVES

TOWN COUNCIL RULES OF ORDER AND PROCEDURE

Adopted _____

Rule 1. Public Meetings.

- 1.1 All Town Council meetings shall be open to the public except as otherwise provided by law.

Rule 2. Regular Meetings.

- 2.1 The Town Council shall meet the first Tuesday of each month at 7 p.m. in Town Hall. The meeting shall not be continued to the next day except due to special circumstances or an emergency. This date may be changed from time to time as needed by a majority vote of the Town Council. In order to continue a meeting beyond 10:30 a majority of the Council must approve by vote and to continue the meeting for each ½ hour thereafter must be approved by a majority of the Council
- 2.2 The Town Clerk or designee shall prepare the agenda, notices, and package materials for the meetings as required by Florida law.

Rule 3. Special Meetings

- 3.1 A Special Meeting may be called by the Mayor or a majority of the Town Council as necessary. The Town Clerk or designee shall prepare the agenda, notices, and package materials for the meetings as required by Florida law. Such notification shall be given no less than 72 hours before commencement of the special meeting and shall state the time, place, and subject of the meeting. **In the event a Council Member, preferable in writing, requests a special meeting, the Town Manager shall, as soon as practicable, confer with the Mayor and then Council members to determine if a special meeting should be scheduled.**
- 3.2 The Mayor, Town Manager, or a majority of the Council Members may call an Emergency Town Council meeting when a sudden, urgent event or situation arises necessitating immediate action and judgment. The Town Clerk or designee shall post the agenda and notify each Town Council Member, the Town Manager, and Town Attorney immediately. Such notification shall be given as soon as practicable before commencement of the meeting and shall state the time, place, and subject of the meeting. **In the event a Council Member, preferable in writing, requests an emergency meeting, the Town Manager shall, as soon as practicable, confer with the Mayor and then Council members to determine if an emergency meeting should be scheduled.**

Rule 4. Adjourned Meeting

- 4.1 A Town Council session may be adjourned or continued from day to day or for more than one day, but the adjournment shall not be extended beyond the next regular meeting.

Rule 5. Presiding Officer

- 5.1 The Mayor shall preside at Town Council meetings and shall be recognized as head of the Town government for ceremonial purposes and by the Governor for martial law purposes.
- 5.2 The Vice-Mayor shall act as Mayor during the absence or disability of the Mayor and if a vacancy in the office of the mayor occurs, shall become interim Mayor until a Mayor is selected by a majority vote of the Council at the next regular council meeting.
- 5.3 In the absence of the Mayor and Vice-Mayor the Council member with the most seniority shall act as the Presiding Officer. In the event there is more than one Council member with the most seniority the Council members shall select the Presiding Officer.

Rule 6. Corporate Seal

- 6.1 The duly appointed Town Clerk shall keep in custody the Town's corporate seal and ensure its proper and lawful use on behalf of the Town. No person shall use the Town Seal for a purpose other than official Town business.

Rule 7. Presentations & Public Comment

- 7.1 Town Council meetings are business meetings of the Council and the right to limit discussion rests with the Council.
- 7.2 Except as otherwise set forth in these Rules, persons who make a presentation to the Town Council must limit the duration of their presentation to 15 minutes. Exceptions may be granted by the Presiding Officer.
- 7.3 Public Comments made by a member of the public will be limited to one time per subject matter for a total of three minutes. Exceptions may be granted by the Presiding Officer. Individuals addressing the Council on the same topic as an individual who has already spoken should attempt to provide new information and not repeat the comments of the previous speakers. Where possible, individual grievances should first be taken up with Town Staff before comments are made at a Town Council meeting.
- 7.4 The Town Council may withhold comment or direct the Town Manager to take action on requests or comments.
- 7.5 Each person addressing the Council shall step up to the podium and state his/her name and address in an audible tone of voice for the record. All public comments must be addressed to the Council as a body and not to individuals. Personal verbal attacks upon Council members, staff, and/or members of the public will not be tolerated. Any person making impertinent obscene, personally insulting, defamatory, or slanderous remarks or who becomes boisterous or disruptive while addressing the Council shall be barred by the presiding officer from speaking further,

unless permission to continue or again address the Council is granted by a majority vote of the Council members present.

Rule 8. Decorum and Order

- 8.1 The presiding officer shall preserve decorum and order and decide all questions of order subject to the Council's appeal.
- 8.2 During all meetings of the Town Council, Council members must preserve order and decorum and a Council member shall neither by conversation or otherwise, delay or interrupt the proceeding or the peace of the Council nor disturb any Council member while speaking, or refuse to obey the rules of the Council or its Presiding Officer, except as otherwise provided herein.
- 8.3 No member of the public shall, during a Council meeting, make or cause to be made any disruptive noise or sound, or display any sign or graphic material of any kind in the Council Chambers, except in connection with a presentation made to the Council by a speaker at the podium.
- 8.4 The presiding officer shall have the authority to recess a meeting in order to re-establish the decorum of the meeting.
- 8.5 The Town Council is committed to maintaining civility in public and political discourse and expects the public to do the same. All comments by members of the Council, advisory board members, staff, and/or the public shall respect the right of all citizens in our community to hold different opinions; avoid rhetoric intended to humiliate or question the wisdom of those whose opinions are different from ours; strive to understand differing perspectives; be truthful, not accusatory and avoid distortion; and avoid violence, prejudice and incivility towards citizens, employees, and officials of the Town of Loxahatchee Groves.
- 8.6 If it becomes necessary, the Presiding Officer may recuse the meeting in order to restore decorum and may request the Sheriff's Office assist in maintaining order and decorum at the meeting.

Rule 9. Rules of Debate

- 9.1 Sequence of Debate: With the exception of quasi-judicial matters, items before the Town Council shall be commenced by presentation of the item by a staff member, followed by public comment on the item. Once the presiding officer closes public comment, he or she shall call for a motion and a second on the item and then open debate by the Council. Once debate has concluded on the item, the presiding officer shall call for a vote on the item. A roll call vote may be requested by any Council member on any item.
- 9.2 Presiding Officer May Move, Second & Debate: The Presiding Officer may make a motion or second on any item subject only to such limitations of debate as are imposed by these rules on all Council members and shall

not be deprived of any of the rights and privileges of a Council member by reason of the Council member acting as the Presiding Officer.

- 9.3 Responsibility of Presiding Officer: The Presiding Officer has the responsibility of controlling and expediting debate. A Council member who has been recognized to speak on a question has a right to the undivided attention of the Council. The Presiding Officer responsibility is to keep the subject clearly before the Council members, to rule out irrelevant discussion, and to restate the question whenever necessary.
- 9.4 All Members Shall Vote: No member of the Council who is present at any meeting of the Council at which an official decision, ruling or other official action is to be taken or adopted may abstain from voting in regard to such decision, ruling or act and a vote shall be recorded or counted for each such member present, except when, with respect to any such Council member, there is a conflict of interest under the provisions of Chapter 112, Florida Statutes. In such cases, such Council member shall comply with the disclosure requirements of Section 112.313, Florida Statutes.
- 9.5 Getting the Floor; Improper References to be Avoided: Every Council member desiring to speak shall address the Presiding Officer and upon recognition by the Presiding Officer, shall confine comments to the item under debate, avoiding all personalities and indecorous language.
- 9.6 Interruptions: A Council member, once recognized, shall not be interrupted when speaking except to call the Council member to order or as herein otherwise provided. If a Council member while speaking is called to order, said Council member shall cease speaking until the question of order is determined, and if in order, the Council member shall be permitted to proceed.
- 9.7 Withdrawal of Motions: Any motion before the Council may be withdrawn at any time prior to a vote being taken thereon by the Council member making such motion, upon agreement by the Council member seconding said motion to withdraw the second.
- 9.8 Amending of Motions: At any time during discussion of a motion on the floor, a motion to amend said motion may be made. If the amending motion is seconded, the Council shall at the conclusion of discussion, first vote on the amending motion and then vote upon the original motion in its amended form. An amending motion may be withdrawn in the same manner as set forth in sub-paragraph 9.7 above.
- 9.9 Motion to Reconsider: A motion to reconsider any action taken by the Council may be made only during the meeting that such action was taken. Such motion must be made by one of the Council members on the prevailing side, but may be seconded by any Council member. The motion to reconsider may be made at any time and have precedence over all other motions. Nothing herein contained shall be construed to prevent any member of the Council from making or remaking the same or any

other motion at a subsequent meeting of the Council. **If a meeting is continued to a second night, that is the next day, then this shall be deemed to be part of the initial meeting.**

Rule 10. Appointments to the Council and Boards & Committees

- 10.1 Vacancies on the Town Council or any Board or Committee of the Town of Loxahatchee Groves shall be announced on the Town Council agenda, and on the Town website. All interested persons shall submit a letter of interest and resume to the Town Clerk by the deadline stated in the announcement. The Town Clerk shall determine whether or not the interested person is a qualified elector of the Town and submit that information to the Town Council.
- 10.2 To fill a vacancy on the Town Council, the Town Council shall vote by ballot. The Town Clerk shall prepare the ballots, listing the qualified candidates that submitted a letter of interest and resume by the stated deadline. The Town Council may, by majority vote of the Council, change the voting process at any time.
- 10.3 To fill a vacancy on any Board or Committee of the Town other than the Town Council, the Town Council shall vote on the appointment by motion and second.

Rule 11. Quorum

11.1 A majority of the full Council shall constitute a quorum. No ordinance, resolution, or motion shall be adopted except by the affirmative vote of at least three members of the Town Council. If no quorum exists within **f i f t e e n** (15) minutes after the time designated for the meeting of the Council to commence or if a quorum is lost, the Mayor or the Vice Mayor or, in their absence, the Council Member with the most seniority, shall adjourn the meeting. The names of the members present and the time of adjournment shall be recorded in the minutes by the Clerk.

Rule 12. Absent Member Participation by Telephone Conference

12.1 A member of the Town Council who is absent, with excuse, may participate and vote by telephone conference in a Council meeting where there is a physical quorum present at the physical meeting site and where the Council determines that extraordinary circumstances exist to justify the Council allowing the Member to participate by telephone. However, a Council member shall not be allowed to participate by phone in a quasi-judicial hearings.

Rule 13. Suspension and Amendment of these Rules

- 13.1 Suspension of Rules: Any provision of these rules not governed by the Town Charter or Town Code may be temporarily suspended by a vote of a majority of the Town Council.
- 13.2 Amendment of Rules: These rules may be amended, or new rules adopted, by a majority vote of the Town Council, provided that the

proposed amendments or new rules shall have been introduced into the record.

Rule 14. Preparation/Delivery of Agenda The Town Manager, Town Clerk or designee shall prepare the agenda and make every effort to deliver a complete agenda kit to the Council Members no later than 5 :00 P.M. on the Wednesday prior to the regular meeting. Agenda kits for special and emergency meetings will be distributed in as timely a manner as possible. The agenda, as well as lengthy reports and standard contracts that are part of the agenda's back-up documentation, shall be available for review in Town Administration.

Rule 15. Special Presentations This is the segment of the meeting where positive recognition is expressed. Proclamations are typically presented at the beginning of the meeting. Should a Council Member desire a proclamation that will be delivered elsewhere, it should be brought up under their comments for Council authorization. A proclamation should always "proclaim" a day, week, or month as something specific. Certificates of Appreciation and Commendation should be done when honoring an individual or accomplishment. Whenever practical, the use of certificates is encouraged.

Rule 16. Council Member Comments The purpose of Council Member Comments is to promote the public discussion of matters relating to Town business and to encourage the dissemination of information. Any Council Member may submit reports and information on items relating to Town business. When possible, the other Council Members, the Town Manager, and the Town Attorney should receive such materials in advance. Council Members may also request the preparation of proclamations, resolutions, ordinances, reports, and other actions of the Council during this portion of the agenda, subject to majority consensus. All such requests shall be referred to the Manager or the Attorney, as appropriate. Official actions may be taken under comments in the case of an emergency or for other situations necessitating immediate action as may be determined by a majority of the Council.

Adopted by Resolution ____ on _____.

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155 F Road Loxahatchee Groves, FL 33470

TO: Town Council of Town of Loxahatchee Groves

FROM: James Titcomb, Town Manager

SUBJECT: Approval of Resolution No. 2019-66 Local Mitigation Strategy

Background:

It is with great distinction that the Palm Beach County (PBC) Public Safety Department, Division of Emergency Management, announces the State of Florida Division of Emergency Management has determined the PBC Local Mitigation Strategy (LMS) as **COMPLIANT** with all federal standards, and readied for adoption by all PBC jurisdictions.

Sponsored by the PBC Division of Emergency Management, the Local Mitigation Strategy, titled as **LMS2020**, brings to conclusion a five (5) year revision and renewal process by stakeholder planners from the LMS Revisions Sub-Committee of the LMS Steering Committee. Dedicated planning staff from multiple jurisdictions have convened over the past 18 months to formalize a viable, living document to assist PBC jurisdictions develop and execute an ongoing methodology for reducing a community's vulnerability to identified natural, technological, and human caused hazards. The strategy provides a rational, managed basis for considering and prioritizing hazard-specific mitigation options, and for developing and executing sound, cost-effective mitigation projects. The LMS provides a basis for justifying the solicitation and use of local, state, federal, and other funding sources to support hazard mitigation projects and initiatives.

Recommendations:

Approve Resolution No. 2019-66 Local Mitigation Strategy

**TOWN OF LOXAHATCHEE GROVES
RESOLUTION NO. 2019-66**

**A RESOLUTION OF THE TOWN OF LOXAHATCHEE GROVES,
FLORIDA, APPROVING AND ADOPTING THE 2020 REVISED PALM
BEACH COUNTY LOCAL MITIGATION STRATEGY PLAN;
PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

WHEREAS, Palm Beach County is susceptible to a variety of natural, technological, and human-caused disasters, including but not limited to, severe weather, hazardous materials incidents, nuclear power plant emergencies, communicable diseases, and domestic security incidents as well as climate change impacts and sea level rise that causes increased inundation, shoreline erosion, flooding from severe weather events, accelerated saltwater contamination of ground water and surface water supplies, and expedited loss of critical habitats, and

WHEREAS, the Disaster Mitigation Act of 2000, was enacted to establish a national disaster hazard mitigation program to reduce the loss of life and property, human suffering, economic disruption, and disaster assistance costs resulting from disasters, and to assist state, local, and tribal governments in implementing effective hazard mitigation measures to ensure the continuation of critical services and facilities after a natural disaster, and

WHEREAS, the Disaster Mitigation Act of 2000, as a condition for qualifying for and receiving future Federal mitigation assistance funding as well as reimbursement for Presidentially Declared Disasters, requires such governments to have Federal Emergency Management Agency approved hazard mitigation plans in place that identify the hazards that could impact their jurisdictions, identify actions and activities to mitigate the effects of those hazards, and establish a coordinated process to implement plans; and

WHEREAS, Palm Beach County's Local Mitigation Strategy (LMS), in coordination with governmental and non-governmental stakeholders having an interest in reducing the impact of disasters, and with input from the private sector and other members of the public, developed and revised the Palm Beach County Local Mitigation Strategy; and

WHEREAS, the 2020 revised Local Mitigation Strategy has been approved by the Florida Division of Emergency Management and the Federal Emergency Management Agency subject to adoption by the County Board of County Commissioners and local municipal agency partners; and

WHEREAS, the LMS Steering Committee recommends the formal adoption of the 2020 Revised Local Mitigation Strategy, including planned future enhancements described therein, by the County and all 39 participating municipalities.

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 upon adoption hereof.

Section 2. The Town Council of the Town of Loxahatchee Groves hereby approves and adopts the 2020 Revised Local Mitigation Strategy Plan, available as Exhibit A at the following weblink (364 pg. document) in its entirety, as revised by the LMS Steering Committee as submitted to the Palm Beach County Board of County Commissioners, the Florida Division of Emergency Management and the Federal Emergency Management Agency.

<http://discover.pbcgov.org/publicsafety/dem/Publications/PBC%20Local%20Mitigation%20Strategy%202020.pdf>

Section 3. The Town Council of the Town of Loxahatchee Groves authorizes the appropriate Town of Loxahatchee Groves Officials to pursue available funding opportunities for implementation of proposed mitigation initiatives described in the Local Mitigation Strategy, and upon receipt of such funding or other necessary resources, seek to implement the actions in accordance with the mitigation strategies set out by the Local Mitigation Strategy.

Section 4. The Town Council of the Town of Loxahatchee Groves will continue to support and participate in the Local Mitigation Strategy planning and implementation process as required by Federal Emergency Management agency, the Florida Division of Emergency Management, and the Palm Beach County Local Mitigation Strategy Steering Committee.

Section 5. The Town Council of the Town of Loxahatchee Groves will consider incorporating climate change concerns, sea level rise and natural hazards into the local comprehensive plan and into future reviews of flood prevention regulations and zoning codes.

Section 6. The Town Council of the Town of Loxahatchee Groves directs the Clerk to transmit an original of the executed Resolution to the Palm Beach County Division of Emergency Management, attention Local Mitigation Strategy Coordinator (712-6481), for filing in the Office of the Clerk & Comptroller.

Section 7. This Resolution shall become effective immediately upon passage.

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	☐	☐	☐
Dave DeMarios, VICE MAYOR	☐	☐	☐
Laura Danowski, COUNCIL MEMBER	☐	☐	☐
Lisa El-Ramey, COUNCIL MEMBER	☐	☐	☐
Phillis Maniglia, COUNCIL MEMBER	☐	☐	☐

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS ____ DAY OF _____, 2019.

**TOWN OF LOXAHATCHEE GROVES
FLORIDA**

ATTEST:

Mayor Robert Shorr

Town Clerk Lakisha Burch

Vice Mayor David DeMarios

APPROVED AS TO LEGAL FORM:

Council Member Laura Danowski

Council Member Lisa El-Ramey

Office of the Town Attorney

Council Member Phillis Maniglia



155 F Road Loxahatchee Groves, FL 33470

TO: Town Council of Town of Loxahatchee Groves
FROM: Lakisha Burch, Town Clerk
VIA: James Titcomb, Town Manager
SUBJECT: Resolution No. 2019-63 appointment to Planning Zoning Board

Background:

Ms. Veronica Close is being nominated as an alternate for the Planning Zoning Board with the approval of Town Council.

Recommendations:

Staff recommends that Town Council approves Resolution No. 2019-67 appointing Ms. Veronica Close as an Alternate Member of the Planning Zoning Board.

RESOLUTION NO. 2019-67

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, APPOINTING VERONICA CLOSE AS AN ALTERNATE MEMBER 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'Neal

Dave DeMarois, Vice Mayor

William Bell

Laura Danowski, Councilmember

Dennis Lipp

Lisa El-Ramey, Councilmember

Matthew Otero

Phillis Maniglia, Councilmember

William "Bill" Ford

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

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.

Vice Mayor Pro tem Shorr offered the foregoing resolution. Councilmember El-Ramey 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	☐	☐	☐
David DeMarios, VICE MAYOR	☐	☐	☐
Laura Danowski, COUNCIL MEMBER	☐	☐	☐
Lisa El-Ramey, COUNCIL MEMBER	☐	☐	☐
Phillis Maniglia, COUNCIL MEMBER	☐	☐	☐

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS ____ DAY OF ____ 2019.

**TOWN OF LOXAHATCHEE GROVES
FLORIDA**

ATTEST:

Mayor Robert Shorr

Town Clerk

Vice Mayor David DeMarios

APPROVED AS TO LEGAL FORM:

Council Member Lauri Danowski

Council Member Lisa El-Ramey

Office of the Town Attorney

Council Member Phillis Maniglia

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item 5

TO: Town Council of Town of Loxahatchee Groves
FROM: Mary McNichols, Town Lobbying Contract Representative
VIA: James Titcomb, Town Manager
SUBJECT: Authorize the Mayor to send letter to TPA regarding Okeechobee Blvd.

Background:

At a recent vetting workshop, the TPA (Transportation Planning Agency) released a Palm Beach County project “wish list” of desired and future projects under consideration for thoroughfare improvements and roadway expansion projects throughout the Palm Beach County region.

That report includes plans and timelines for a possible expansion/widening of Okeechobee Boulevard to 4 Lanes through the Town of Loxahatchee Groves. According to positions by current and previous Town Council actions regarding our town roadway grid, levels of service, equestrian and multimodal trail systems and other ROW and safety issues, as well as sentiments of the citizens at our recent Town Visioning activities, this project proposal appears in conflict with stated visions and desires for the future directions in the Town. A draft letter is being drafted and will be circulated for your consideration to authorize communicating the Town’s official position related to future proposals and expansions of road networks within Town jurisdiction.

Recommendations:

Staff recommends that Town Council approves the Mayor to sign a letter to the TPA stating the Town’s position on Okeechobee Road future improvements, speed limits and level of service issues, and send to the appropriate county, state and planning agencies.

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 6.

TO: Town Council of Town of Loxahatchee Groves
FROM: Terry Morton, Nowlen Holt & Miner
VIA: James Titcomb, Town Manager
SUBJECT: Presentation of Annual Audits for the Town and LGWC-District for Fiscal Year 2017-2018

Background:

Mr. Terry Morton will provide and present Town and District audit reports (CAFR) at meeting.

Agenda Package Production Note: Mr. Morton (NHM) currently anticipates providing the reports to the Town on Monday, December 2, 2019; however, he will distribute reports at the meeting if he cannot make them available earlier. Staff will distribute any materials received from Mr. Morton prior to meeting under separate cover.

Resolution 2019-70 approving the final budget amendment for FY 2019 and the opening budget amendment for FY 2020-01 is included as a companion agenda item to the audit as certain amounts included in the budget amendments may be impacted and/or based upon the results of the Fiscal Year 2017-2018 audit results.

Therefore, Exhibits A & B to the resolution will also be transmitted to Council under separate cover once the audit reports are received from Nolen, Holt & Minor, Town's official auditors.

Recommendations:

Receive and file the Town of Loxahatchee Groves, and the (Independent) Loxahatchee Groves Water Control District FY2018 audit reports (CAFR).

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item #7

TO: Town Council of Town of Loxahatchee Groves
FROM: Gehring Group, Town Benefits Agency Managers
VIA: James Titcomb, Town Manager
SUBJECT: Presentation of Health Insurance Renewal for FY20 (Jan 1st Renewal)

Background:

The Gehring Group, the town's health and insurance benefits manager agency, will present the latest health insurance and related products, including cost updates for the renewal enrollment period for town employees, which begins effective January 1st, 2020. They will present the town's current NHC (United Healthcare) basic health plan, along with related offerings covered by the town for the employees as prescribed in current District/Town HR policies, and the quoted price increases to retain the same coverages/products, as well as comparable competitive options from various other providers.

A PowerPoint and related handouts of costs/data will be provided at the meeting by the Gehring Group representatives.

Recommendations:

Approve the renewal products/plan for basic employee healthcare coverages as currently provided under town policies, or convert to more beneficial and competitive HMO offerings.

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TO: Town Council of Town of Loxahatchee Groves
FROM: R. Brian Shutt, Town Attorney
VIA: James Titcomb, Town Manager
DATE: November 26, 2019
SUBJECT: Charter Ordinance on Mayor Appointment Limits

At the last meeting of the Charter Review Committee the Committee directed staff to bring the attached ordinance to the Town Council for first reading. The proposed ordinance provides that no council member may serve more than two consecutive annual appointments as mayor, without an annual break (one regular election cycle) between appointments. Partial year appointments shall not be considered as an annual appointment.

This restriction on appointments shall commence with the council member selected as mayor after the March 2020 election.

The ordinance also provides the proposed ballot title and ballot language. If approved this language shall appear on the March ballot.

Recommendation:

To approve on Second Reading Ordinance No. 2019-10 Mayor Terms

ORDINANCE NO. 2019-10

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM AMENDMENTS TO THE TOWN OF LOXAHATCHEE GROVES TOWN CHARTER; AMENDING SECTION 2 “COUNCIL; MAYOR AND VICE MAYOR”, SUBSECTION (2) “THE MAYOR; POWERS AND DUTIES”, TO PROVIDE THAT NO COUNCIL MEMBER MAY BE SELECTED AS MAYOR FOR MORE THAN TWO CONSECUTIVE YEARS; ESTABLISHING THE DATE OF MARCH 17, 2020, FOR THE REFERENDUM; PROVIDING A BALLOT TITLE AND QUESTION; PROVIDING FOR POLLING LOCATIONS AND QUALIFIED ELECTORS; PROVIDING FOR NOTICE AND ADVERTISING OF THE REFERENDUM; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Loxahatchee Groves, Florida (the “Town”), is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, pursuant to § 166.021 and § 166.031, Florida Statutes, the Town of Loxahatchee Groves Town Charter (the “Charter”) may be amended through the Town’s exercise of its authority, including the amendment of those portions of its Charter which require a referendum, provided that a majority of the electors in a referendum affirmatively vote to amend the Charter; and

WHEREAS, the Town Council appointed a Charter Review Committee who met on several occasions at duly noticed public meetings and recommended several amendments to the Town Charter; and

WHEREAS, §166.031, Florida Statutes, authorizes the governing body of a municipality to submit proposed amendments to the Charter of the municipality in the form of an ordinance to the electors of the municipality; and

WHEREAS, §100.342, Florida Statutes, requires that the Town publish two (2) notices in a newspaper of general circulation in Palm Beach County, evidencing the Town’s intention to determine whether a majority of the qualified electors of the Town approve of the proposed amendments to the Charter; and

WHEREAS, the Town shall comply with the notice requirements; and

WHEREAS, the Town Council finds that the holding of a referendum on the amendments to the Charter set forth below (the “Referendum”) furthers the public health, safety and general welfare of the residents and citizens of the Town.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AS FOLLOWS:

SECTION 1 – Findings of Fact: The **WHEREAS** clauses set forth above are adopted herein as findings of fact.

SECTION 2 – Amendment: Town Charter, Section 2 “Council; mayor and vice mayor”, Subsection (2) “The mayor; powers and duties” is amended to read as follows:

Section 2. Council; mayor and vice mayor.

....

(2) THE MAYOR; POWERS AND DUTES. -

(a) The council, at its first regular meeting after the fourth Tuesday of each March, shall elect from its members a mayor who shall serve for a period of 1 year and who shall have the same legislative powers and duties as any other council member, except as provided herein. No council member may serve more than two consecutive annual appointments as mayor, without an annual break (one regular election cycle) between appointments. Partial year appointments shall not be considered as an annual appointment. This restriction on appointments shall commence with the council member selected as mayor after the March 2020 election.

(b) In addition to carrying out the regular duties of a council member, the mayor shall preside at the meetings of the council and shall be recognized as the head of town government for service of process, ceremonial matters, and the signature or execution of ordinances, contracts, deeds, bonds, and other instruments and documents and for purposes of military law. The mayor shall also serve as the ceremonial head of the town and the town official designated to represent the town when dealing with other entities. The mayor shall have no administrative duties other than those necessary to accomplish these actions, or such other actions as may be authorized by the town council, consistent with general or special law.

.....

SECTION 3. In accordance with the Florida Constitution, Chapters 101 and 166, Florida Statutes, as amended, the Charter and the Code of Ordinances of the Town, the amendments to the Town Charter contained herein shall be submitted to the qualified electors of the Town of

Loxahatchee Groves, Florida, for the purpose of determining the question of whether the amendments set forth in section 2 shall be adopted.

SECTION 4. A Referendum Election shall be held in the Town of Loxahatchee Groves, Florida, on the 17th day of March, 2020, to determine whether or not a majority of the qualified electors of the Town of Loxahatchee Groves, Florida, support the proposed amendments to the Town's Charter as set forth above in section 2 of this Ordinance.

SECTION 5. The Supervisor of Elections of Palm Beach County, Florida, shall determine polling locations or places, and all qualified electors of the Town of Loxahatchee Groves, Florida, who vote in the Referendum, shall vote at those designated polling places. The polls shall be opened on the date of the Referendum on the proposed Town of Loxahatchee Groves, Florida, Charter Amendments from 7:00 a.m. until 7:00 p.m. on the same day. Only the duly qualified electors of the Town of Loxahatchee Groves, Florida, shall be permitted to vote in this Referendum question.

SECTION 6. The Ballot Title shall be as follows:

“LOXAHATCHEE GROVES CHARTER AMENDMENTS TO PROVIDE FOR CONSECUTIVE APPOINTMENT RESTRICTIONS FOR MAYOR”

SECTION 7. The following question shall be placed on a ballot for consideration by the qualified electors of the Town of Loxahatchee Groves, Florida. The election ballot question shall read as follows:

SHALL LOXAHATCHEE GROVES AMEND ITS CHARTER TO PROVIDE THAT A COUNCIL MEMBER MAY NOT BE SELECTED TO SERVE MORE THAN TWO CONSECUTIVE ANNUAL APPOINTMENTS AS MAYOR, UNLESS AN ANNUAL BREAK (ONE REGULAR ELECTION CYCLE) BETWEEN APPOINTMENTS HAS OCCURRED?

YES _____

NO _____

SECTION 8. The Town Clerk of the Town of Loxahatchee Groves, Florida, is hereby authorized and directed to advertise the Referendum Election in accordance with the Town Charter and Code of Ordinances, and any other applicable law.

SECTION 9. Codification. In the event these proposed amendments are approved by referendum, the amendments set forth in section 2 shall become and be made a part of the Town Charter of the Town of Loxahatchee Groves, Florida. The Articles or Sections of these Charter amendments may be renumbered or re-lettered to accomplish such.

SECTION 10. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 11. Repeal of Laws in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 12. Effective Date. This Ordinance shall take effect immediately upon adoption. The provisions of Section 2 of this ordinance shall only be effective upon the affirmative vote of the Town electorate approving such measures.

Council Member Maniglia offered the foregoing ordinance. Council Member Danowski 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 19th DAY OF NOVEMBER, 2019.

Council Member _____ offered the foregoing ordinance. 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	☐	☐	☐
DAVID DEMAROIS, VICE MAYOR	☐	☐	☐
LISA EL-RAMEY, COUNCIL MEMBER	☐	☐	☐
LAURA DANOWSKI, COUNCIL MEMBER	☐	☐	☐
PHILLIS MANIGLIA, COUNCIL MEMBER	☐	☐	☐

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN LOXAHATCHEE

GROVES, ON SECOND READING AND PUBLIC HEARING, THIS ____ DAY OF _____, 2019.

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Lakisha Q. Burch, Town Clerk

Mayor Robert Shorr

Vice Mayor David Demarois

APPROVED AS TO LEGAL FORM:

Office of the Town Attorney

Council Member Laura Danowski

Council Member Lisa El-Ramey

Council Member Phillis Maniglia

TO: Town Council of Town of Loxahatchee Groves

FROM: R. Brian Shutt, Town Attorney

VIA: James Titcomb, Town Manager

DATE: November 27, 2019

SUBJECT: Charter Ordinance on Council Term Limits

At the last meeting of the Charter Review Committee the Committee directed staff to bring the attached ordinance to the Town Council for first reading. The proposed ordinance provides that council members are prohibited from serving more than two consecutive three-year terms. A council member shall not assume office again until a regular election cycle has expired following the completion of his/her last term of office. The resignation from, or forfeiture of, the office of a council member during any part of the three (3) year elective term shall be deemed to constitute a full and complete term under this section.

The term limits will take effect for those council members elected in the March 2020 election and for all elections thereafter.

The ordinance also provides the proposed ballot title and ballot language. If approved this language shall appear on the March ballot.

Recommendation:

To approve on Second Reading Ordinance No. 2019-11 Term Limits

ORDINANCE NO. 2019-11

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SUBMITTING TO REFERENDUM AMENDMENTS TO THE TOWN OF LOXAHATCHEE GROVES TOWN CHARTER; AMENDING SECTION 3 “ELECTION AND TERMS OF OFFICE”, SUBSECTION (1) “TERM OF OFFICE”, TO PROVIDE FOR TERM LIMITS NOT TO EXCEED TWO CONSECUTIVE TERMS UNLESS A MEMBER DOES NOT HOLD OFFICE FOR ONE REGULAR ELECTION CYCLE; ESTABLISHING THE DATE OF MARCH 17, 2020, FOR THE REFERENDUM; PROVIDING A BALLOT TITLE AND QUESTION; PROVIDING FOR POLLING LOCATIONS AND QUALIFIED ELECTORS; PROVIDING FOR NOTICE AND ADVERTISING OF THE REFERENDUM; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Loxahatchee Groves, Florida (the “Town”), is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, pursuant to § 166.021 and § 166.031, Florida Statutes, the Town of Loxahatchee Groves Town Charter (the “Charter”) may be amended through the Town’s exercise of its authority, including the amendment of those portions of its Charter which require a referendum, provided that a majority of the electors in a referendum affirmatively vote to amend the Charter; and

WHEREAS, the Town Council appointed a Charter Review Committee who met on several occasions at duly noticed public meetings and recommended several amendments to the Town Charter; and

WHEREAS, §166.031, Florida Statutes, authorizes the governing body of a municipality to submit proposed amendments to the Charter of the municipality in the form of an ordinance to the electors of the municipality; and

WHEREAS, §100.342, Florida Statutes, requires that the Town publish two (2) notices in a newspaper of general circulation in Palm Beach County, evidencing the Town’s intention to determine whether a majority of the qualified electors of the Town approve of the proposed amendments to the Charter; and

WHEREAS, the Town shall comply with the notice requirements; and

WHEREAS, the Town Council finds that the holding of a referendum on the amendments to the Charter set forth below (the “Referendum”) furthers the public health, safety and general welfare of the residents and citizens of the Town.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AS FOLLOWS:

SECTION 1 – Findings of Fact: The **WHEREAS** clauses set forth above are adopted herein as findings of fact.

SECTION 2 – Amendment: Town Charter, Section 3 “Election and terms of office”, Subsection (1) “Term of office” is amended to read as follows:

Section 3. Election and terms of office.

(1) TERM OF OFFICE AND TERM LIMITS.—

(a) Each council member shall be elected at large for a 3-year term by the electors of the town in the manner provided herein. Council members shall be sworn into office at the first regularly scheduled meeting following their election. Each council member shall remain in office until his or her successor is elected and assumes the duties of the position.

(b) Term limit.

1. Individual council members shall be prohibited from holding office for more than two (2) consecutive terms. This term limit shall commence with terms beginning with the March 2020 municipal election. The term "holding office" shall be defined as serving as a council member. The term "consecutive terms" shall not include any time served as a result of an appointment or having been elected to a partial term to fill a vacancy.

2. A person who has served the maximum amount of consecutive terms allowed by this charter as a council member shall not assume office again until a regular election cycle has expired following the completion of his/her last term of office. The resignation from, or forfeiture of, the office of a council member during any part of the three (3) year elective term shall be deemed to constitute a full and complete term under this section.

SECTION 3. In accordance with the Florida Constitution, Chapters 101 and 166, Florida Statutes, as amended, the Charter and the Code of Ordinances of the Town, the amendments to the Town Charter contained herein shall be submitted to the qualified electors of the Town of Loxahatchee Groves, Florida, for the purpose of determining the question of whether the amendments set forth in section 2 shall be adopted.

SECTION 4. A Referendum Election shall be held in the Town of Loxahatchee Groves, Florida, on the 17th day of March, 2020, to determine whether or not a majority of the qualified electors of the Town of Loxahatchee Groves, Florida, support the proposed amendments to the Town's Charter as set forth above in section 2 of this Ordinance.

SECTION 5. The Supervisor of Elections of Palm Beach County, Florida, shall determine polling locations or places, and all qualified electors of the Town of Loxahatchee Groves, Florida, who vote in the Referendum, shall vote at those designated polling places. The polls shall be opened on the date of the Referendum on the proposed Town of Loxahatchee Groves, Florida, Charter Amendments from 7:00 a.m. until 7:00 p.m. on the same day. Only the duly qualified electors of the Town of Loxahatchee Groves, Florida, shall be permitted to vote in this Referendum question.

SECTION 6. The Ballot Title shall be as follows:

“LOXAHATCHEE GROVES CHARTER AMENDMENTS TO PROVIDE FOR TERM LIMITS FOR THE TOWN COUNCIL”

SECTION 7. The following question shall be placed on a ballot for consideration by the qualified electors of the Town of Loxahatchee Groves, Florida. The election ballot question shall read as follows:

SHALL LOXAHATCHEE GROVES AMEND ITS CHARTER TO PROVIDE THAT A COUNCIL MEMBER MAY NOT SERVE MORE THAN TWO CONSECUTIVE TERMS, OF THREE YEARS EACH, UNLESS THERE IS, AT A MINIMUM, A BREAK OF ONE REGULAR ELECTION CYCLE FOLLOWING THE END OF THE SECOND TERM IN WHICH THE PERSON DOES NOT SERVE AS A COUNCIL MEMBER?

YES _____

NO _____

SECTION 8. The Town Clerk of the Town of Loxahatchee Groves, Florida, is hereby authorized and directed to advertise the Referendum Election in accordance with the Town Charter and Code of Ordinances, and any other applicable law.

SECTION 9. Codification. In the event these proposed amendments are approved by referendum, the amendments set forth in section 2 shall become and be made a part of the Town Charter of the Town of Loxahatchee Groves, Florida. The Articles or Sections of these Charter amendments may be renumbered or re-lettered to accomplish such.

SECTION 10. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 11. Repeal of Laws in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 12. Effective Date. This Ordinance shall take effect immediately upon adoption. The provisions of Section 2 of this ordinance shall only be effective upon the affirmative vote of the Town electorate approving such measures.

Council Member Maniglia offered the foregoing ordinance. Council Member Danowski 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 19th DAY OF NOVEMBER, 2019.

Council Member _____ offered the foregoing ordinance. 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	☐	☐	☐
DAVID DEMAROIS, VICE MAYOR	☐	☐	☐
LISA EL-RAMEY, COUNCIL MEMBER	☐	☐	☐
LAURA DANOWSKI, COUNCIL MEMBER	☐	☐	☐
PHILLIS MANIGLIA, COUNCIL MEMBER	☐	☐	☐

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN LOXAHATCHEE GROVES, ON SECOND READING AND PUBLIC HEARING, THIS ____ DAY OF _____, 2019.

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Lakisha Q. Burch, Town Clerk

APPROVED AS TO LEGAL FORM:

Office of the Town Attorney

Mayor Robert Shorr

Vice Mayor David Demarois

Council Member Laura Danowski

Council Member Lisa El-Ramey

Council Member Phillis Maniglia

RESOLUTION 2019-69

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, SETTING A SCHEDULE FOR THE REGULAR AND WORKSHOP TOWN COUNCIL MEETING DATES FOR YEAR 2020; PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Resolution No. 2019-65 set forth a schedule for the regular Town Council Meeting and Town Council Workshop dates for Year 2020 until June; and

WHEREAS, the Town Council of the Town of Loxahatchee Groves, Florida, desires to adopt and adjusted schedule for Town Council Meetings; and

WHEREAS, finds it in the best interest of the Town to confirm a uniform meeting calendar for conduct of business and public participation at Town meetings; and

WHEREAS, the identified amended Calendar Schedule for all regular Town Council Meetings for the period beginning June 4, 2019, is hereby presented.

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

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 upon adoption hereof.

Section 2. The Town Council of the Town of Loxahatchee Groves hereby adopts Resolution No. 2019-65

Section 3. The Town Council may from time to time, by motion, add, modify, change, and delete meetings from the attached Meeting Schedule as necessary to conduct the business of the Town of Loxahatchee Groves.

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

Section 5. 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 in application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 6. This Resolution shall become effective upon adoption.

Councilmember _____ offered the foregoing resolution.

Councilmember _____ seconded the motion, and upon being put to vote was as follows:

Robert Shorr, MAYOR
Dave DeMarios, VICE MAYOR
Laura Danowski, COUNCIL MEMBER
Lisa El-Ramey, COUNCIL MEMBER
Phillis Maniglia, COUNCIL MEMBER

<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
☐	☐	☐
☐	☐	☐
☐	☐	☐
☐	☐	☐
☐	☐	☐

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES,
FLORIDA, THIS _____ DAY OF _____ 2019.**

**TOWN OF LOXAHATCHEE GROVES
FLORIDA**

ATTEST:

Mayor Robert Shorr

Town Clerk Lakisha Burch

Vice Mayor Davis DeMarios

APPROVED AS TO LEGAL FORM:

Council Member

Council Member

Office of the Town Attorney

Council Member

2020 COUNCIL MEETING SCHEDULE

EXHIBIT “A”

January 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 7th TC Regular Meeting
 January 20th Holiday
 January 21st TC Workshop Meeting

February 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

February 4th TC Regular Meeting
 February 17th Holiday
 February 18th TC Workshop Meeting

March 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March 3rd TC Regular Meeting
 March 17th TC Workshop Meeting

April 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April 7th TC Regular Meeting
 April 21st TC Workshop Meeting

May 2020						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May 5th TC Regular Meeting
 May 19th TC Workshop Meeting
 May 25th Holiday

June 2020						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June 2nd TC Regular Meeting
 June 16th TC Workshop Meeting