



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

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

TOWN COUNCIL

Mayor

Laura Danowski - Seat 2

Vice Mayor

Robert Shorr - Seat 4

Council Members

Phillis Maniglia - Seat 1

Marianne Miles - Seat 3

Margaret Herzog - Seat 5

TOWN ADMINISTRATION

Town Manager

Francine L. Ramaglia

Town Clerk

Services provided by The Valiant Management Team, LLC

Public Works Director

Richard Gallant

Town Attorney

Elizabeth Lenihan

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

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

ADA NOTICE

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

PUBLIC MEETING INFORMATION

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

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

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

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

Comment Cards: Anyone from the public wishing to address the Town Council, it is requested that you complete a Comment Card before speaking. Please fill it out completely with your full name and address so that your comments can be entered correctly in the minutes and given to the Town Clerk. During the agenda item portion of the meeting, you may only address the item on the agenda being discussed at the time of your comment. During public comments, you may address any item you desire. Please remember that there is a three (3) minute time limit on all public comments.

TOWN COUNCIL AGENDA ITEMS

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

6. PUBLIC AUDIENCE:

Comments from the Public on Non-Agenda Items

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

7. ANNOUNCEMENTS, COMMUNITY/SPECIAL EVENTS AND PRESENTATIONS:

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

8. CONSENT AGENDA:

- A. Consideration of Approval of the following:

- a. Minutes – January 9, 2024 – Town Council Community Discussion
- b. Minutes – January 9, 2024 – Town Council Regular Meeting

- B. Presentation of Quarterly Reports:

- a. Palm Beach Fire Rescue – District Chief Vomero
- b. Building Department – Jacek Tomacek, Building Official
- c. Code Enforcement – Andrew Armenti, Code Enforcement Officer
- d. Public Works Department – Richard Gallant, Public Works Director
- e. Engineering – Tara Bamber, Engenuity Group / Randy Wertepny, Keshevarz
- f. Planning & Zoning – James Fleischmann, Land Research Management / Kaitlyn Forbes, Complete Cities (formerly with Transystems)
- g. Information Technology – Node0

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

C. PROPOSED RESOLUTION NO. 2024-09

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

9. PUBLIC HEARING:

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

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

10. REGULAR AGENDA:

A. PROPOSED RESOLUTION NO. 2024-06

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

B. PROPOSED RESOLUTION NO. 2024-07

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

C. PROPOSED RESOLUTION NO. 2024-08

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

D. Discussion Regarding Roadway and Drainage Update.

11. REPORTS BY THE TOWN ADMINISTRATION:

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

12. STATEMENTS BY THE TOWN COUNCIL:

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

13. ADJOURNMENT:

Posted on January 31, 2024

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Agenda Item 7A



2023 Annual Report



**Palm Beach County Sheriff's Office
District 17 – Town of Loxahatchee Groves**

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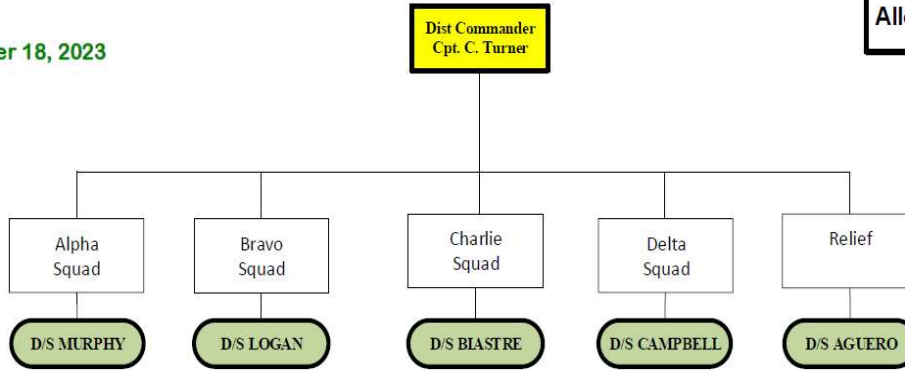
1. Cover Page
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PBSO District 17 – LOXAHATCHEE GROVES Organizational Chart

December 18, 2023

Sworn:	5
Sworn Vacancy:	0
Non-Sworn:	0
Non-Sworn Vacancy:	0
Part time:	0
TDY:	0
Allocations:	5



Admin Leave	Deputy	Exec/Capt LT/CE	Grants	Light Duty	Military Leave	Non-sworn	Sergeant	TDY	Unit Name	Vacancy	FMLA/WC
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Annual Numbers

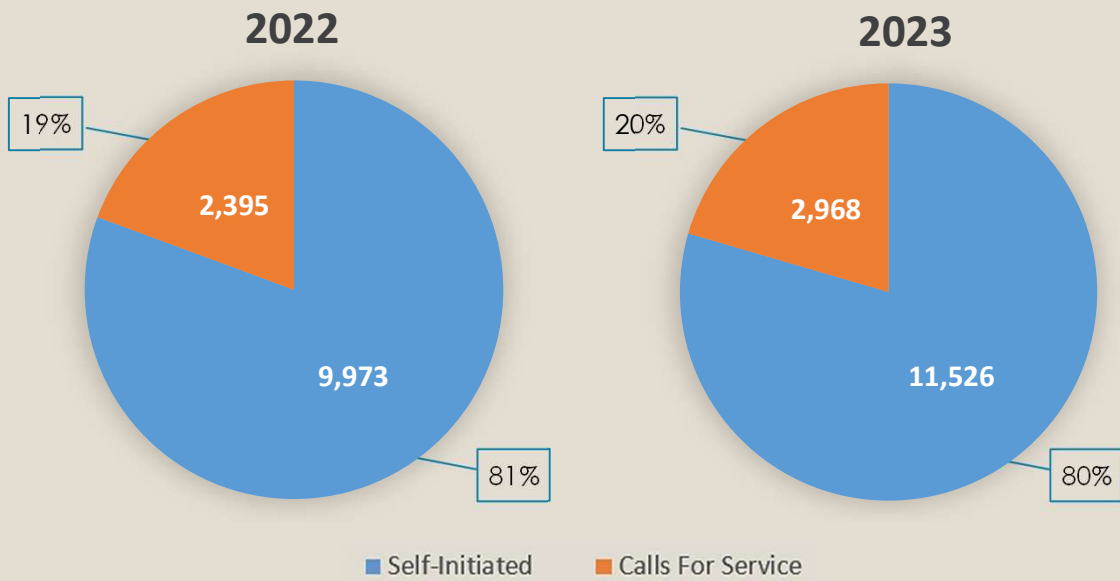
Data Source: Motorola P1

Crime	Annual					
	2022	2023	+/-	Percent Change		
Person	Homicide	0	0	—	0	N/C
	Robbery	2	3	▲	1	50%
	Sexual Assault	1	1	—	0	N/C
	Shooting	0	6	▲	6	INC
	Stabbing	0	0	—	0	N/C
Property	Burglary Business	4	1	▼	-3	-75%
	Burglary Construction	3	2	▼	-1	-33%
	Burglary Residential	5	7	▲	2	40%
	Burglary Vehicle	8	3	▼	-5	-63%
	Larceny	33	7	▼	-26	-79%
	Stolen Vehicle	16	12	▼	-4	-25%
	Stolen Vehicle Recovery	3	8	▲	5	167%
	Vandalism	7	4	▼	-3	-43%
Statistics	Arrests and NTAs	57	74	▲	17	30%
	Traffic Crashes (3's & 4's)	127	118	▼	-9	-7%
	Total CAD Incidents	12,368	14,494	▲	2126	17%
	Traffic Stop (1050)	1,339	1,725	▲	386	29%
	Business/Residence (1061)	8,634	9,801	▲	1167	14%
	CAD Inc.(less 1050 & 1061)	2,395	2,968	▲	573	24%
FIR	Total FIR's	136	223	▲	87	64 %
	Gang FIR's	0	0	—	0	N/C
	Truant FIR's	0	0	—	0	N/C
	FIR's (Less truant & gang)	136	223	▲	87	64 %

- The information in this report is based on beats within the district.
- Miscellaneous incident type codes: PPI, PRIVATE INVESTIGATOR, RED, REPO, RMS, TEST and WEL are excluded from the total CAD Incidents.
- FIR data is collected from the FIR track application.
- This report is dynamic and subject to change.

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Calls for Service

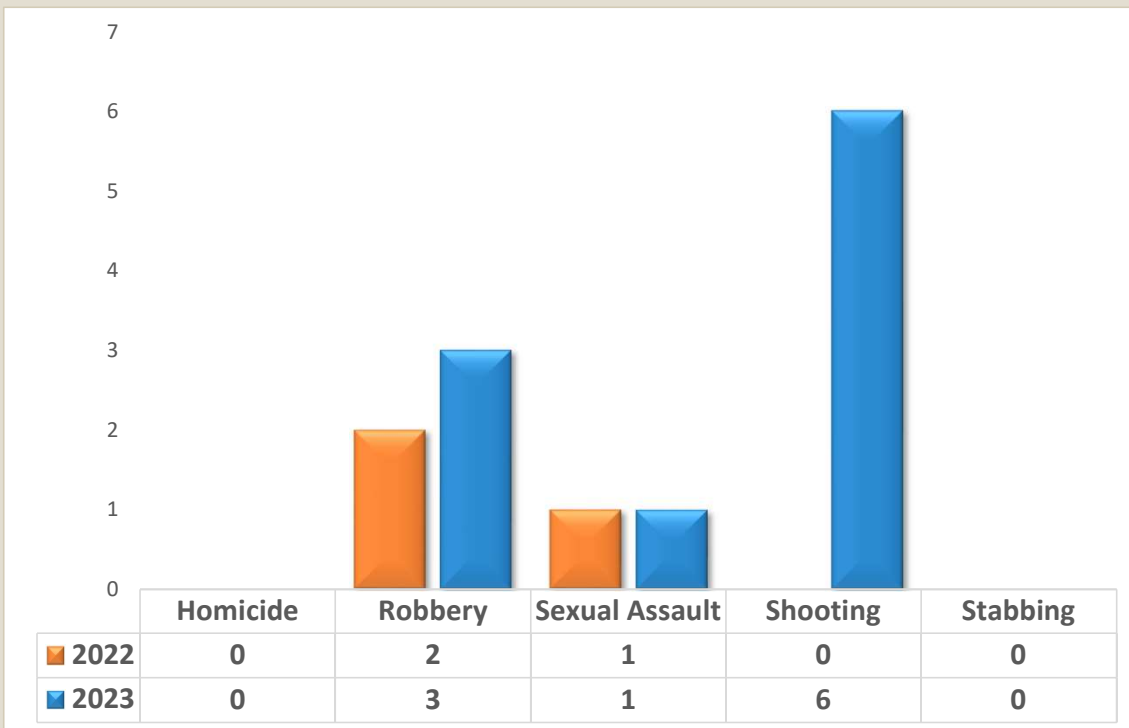


- Self-Initiated Calls equal the total number of traffic stops and business/residence checks.
- Calls for Service includes all other calls.

Data Source: Motorola P1

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Person Crime

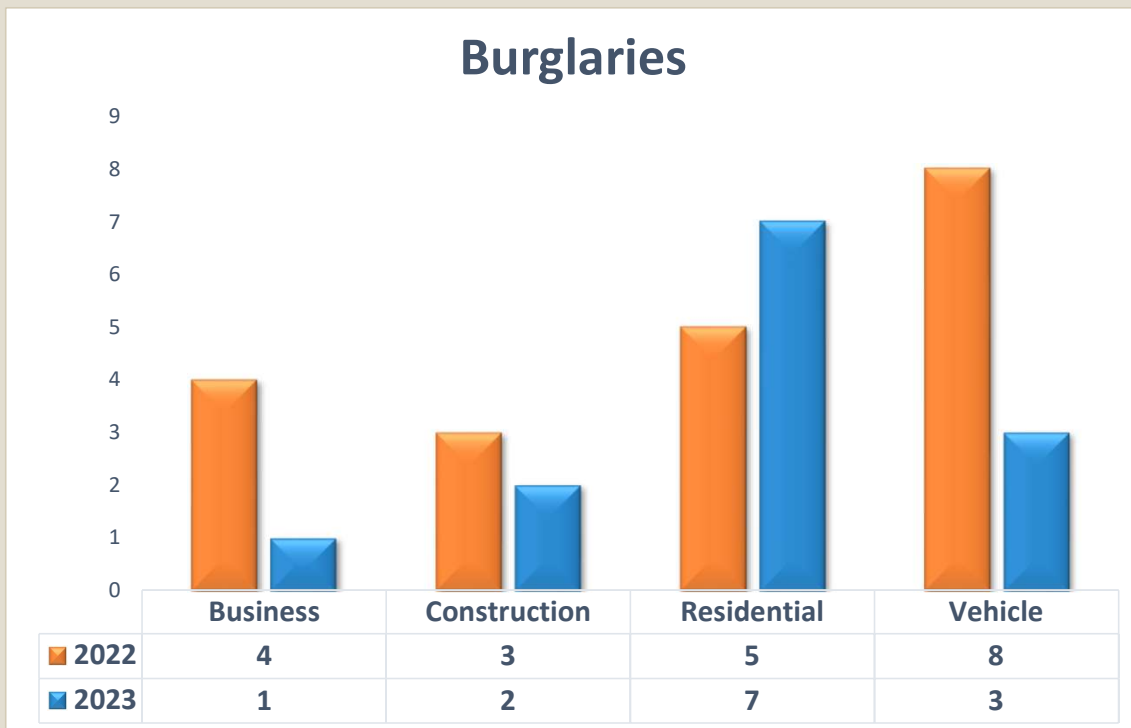


Data Source: Motorola P1

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Property Crime

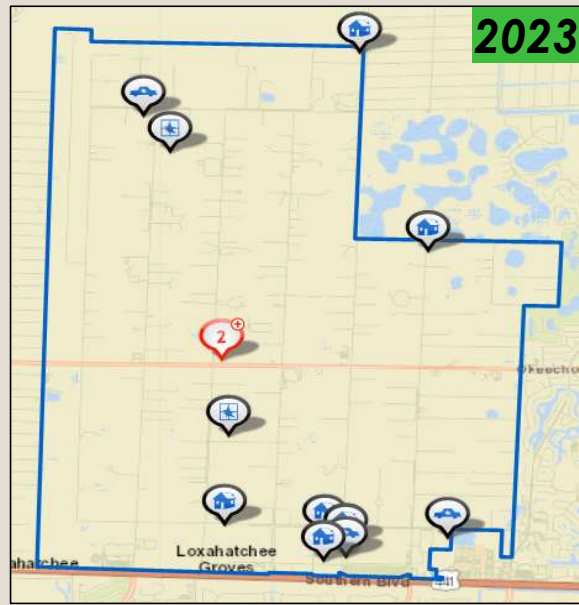
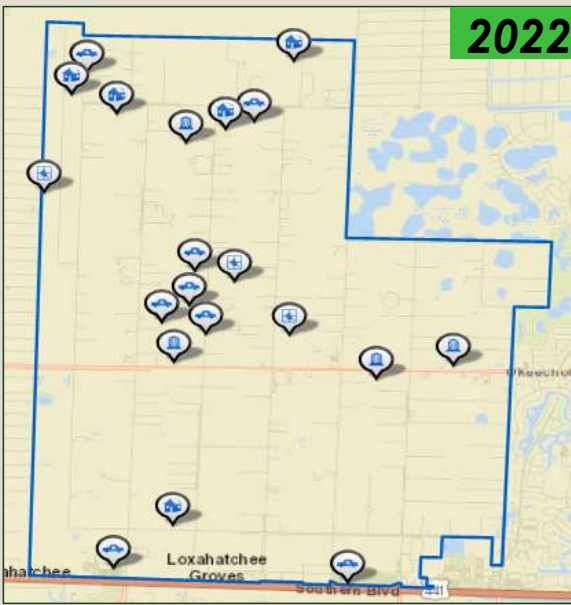
Burglaries



Data Source: Motorola P1

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Map of Burglaries

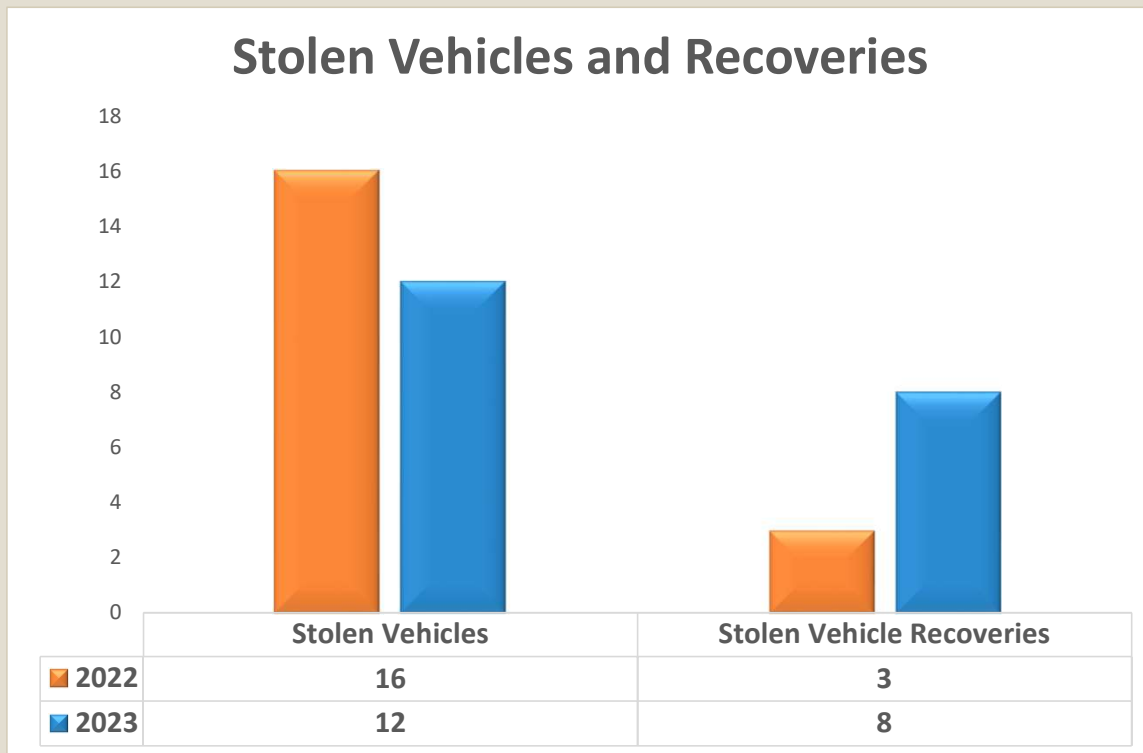


	2022	2023
Business	4	1
Construction	3	2
Residential	5	7
Vehicle	8	3

Data Source: Crimeview Dashboard

Property Crime

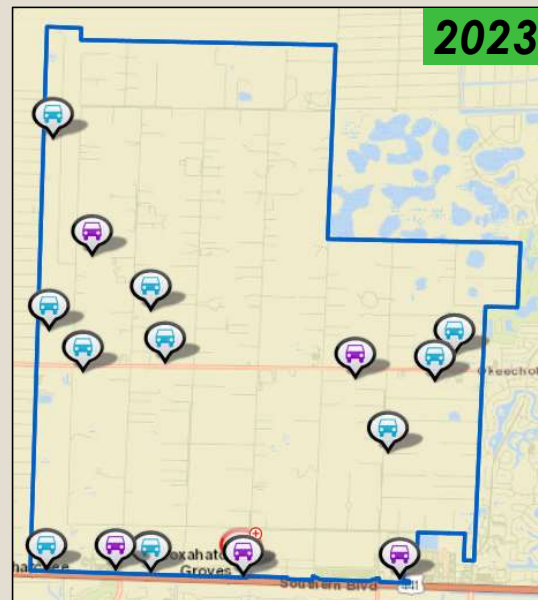
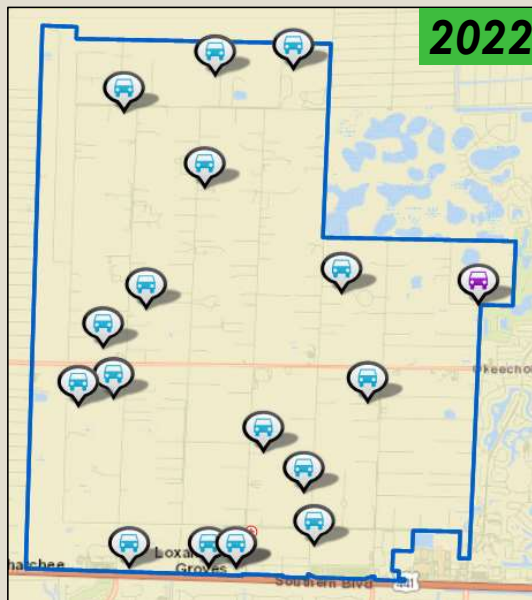
Stolen Vehicles and Recoveries



Data Source: Motorola P1

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Map of Stolen Vehicles and Recoveries

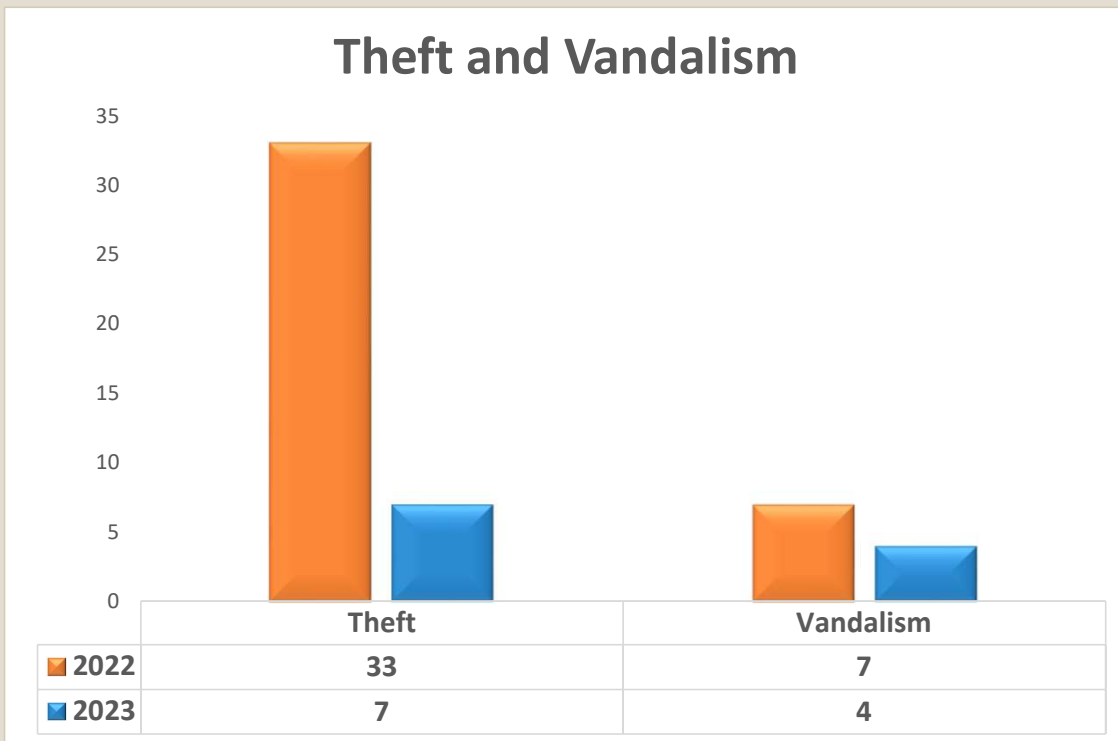


	2022	2023
Stolen Vehicles	16	12
Stolen Vehicles Recoveries	3	8

Data Source: Crimeview Dashboard

Property Crime

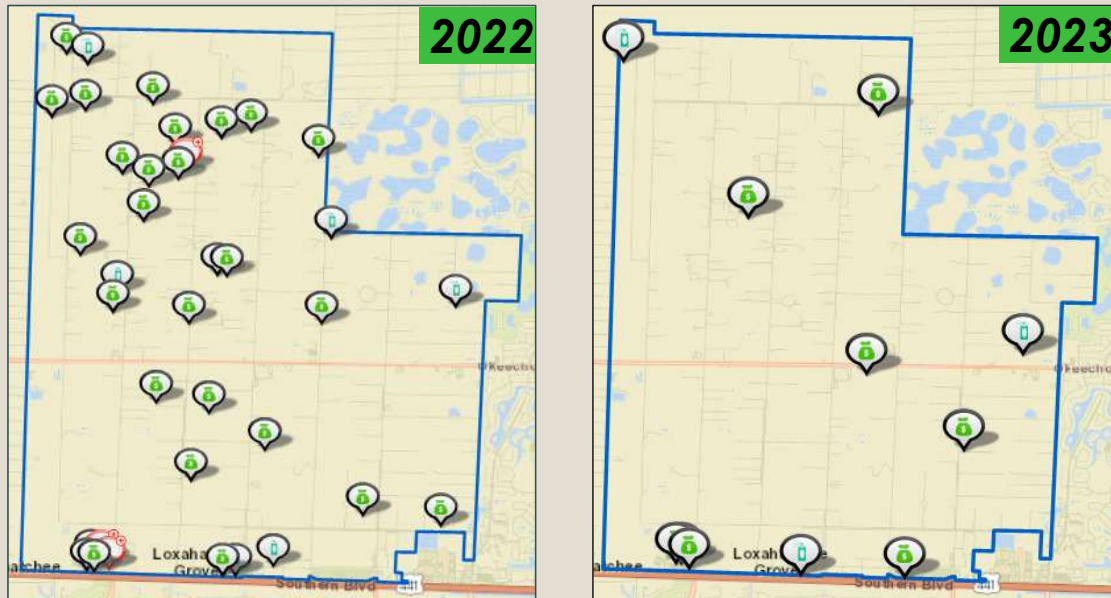
Theft and Vandalism



Data Source: Motorola P1

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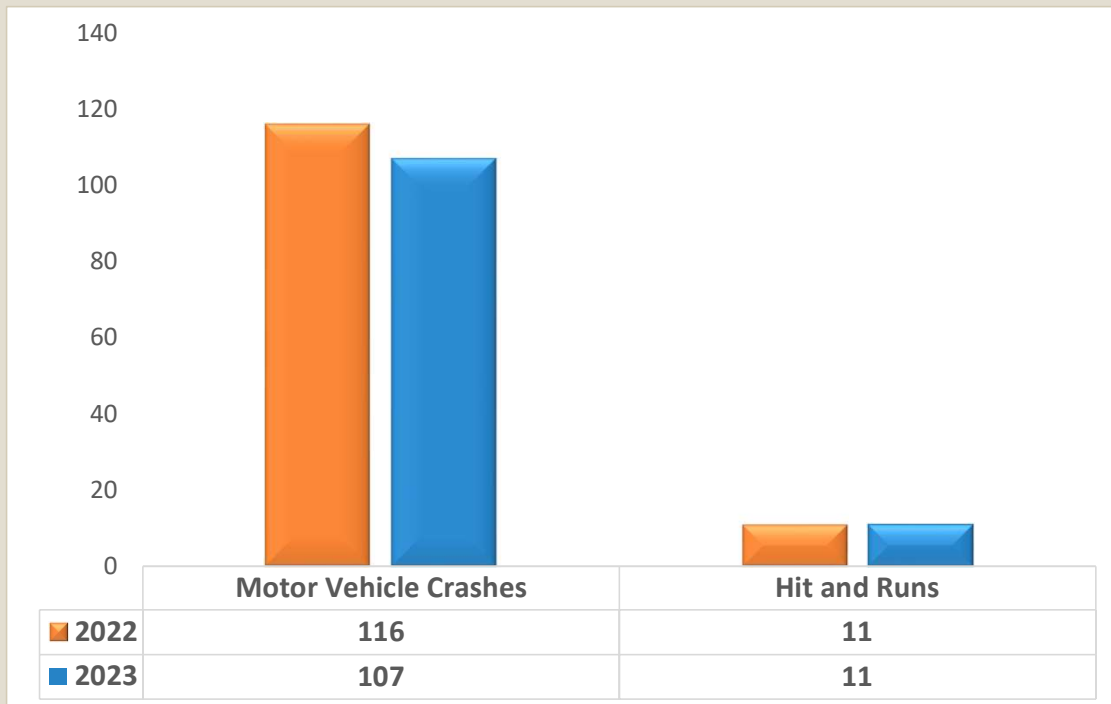
Map of Theft and Vandalism



	2022	2023
 Theft	33	7
 Vandalism	7	4

Data Source: Crimeview Dashboard

Accidents

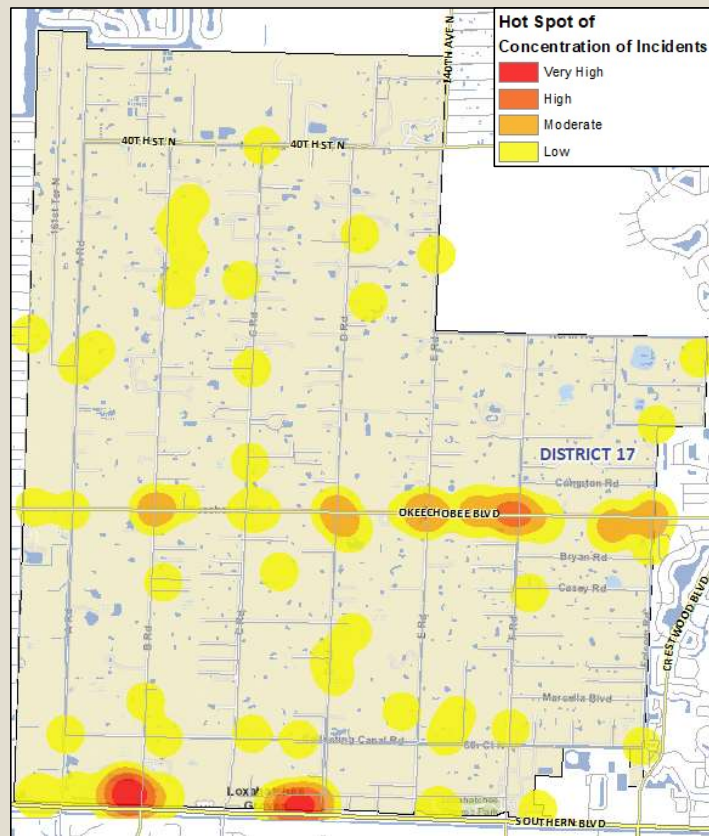


Case Number incidents Only

Data Source: Motorola P1

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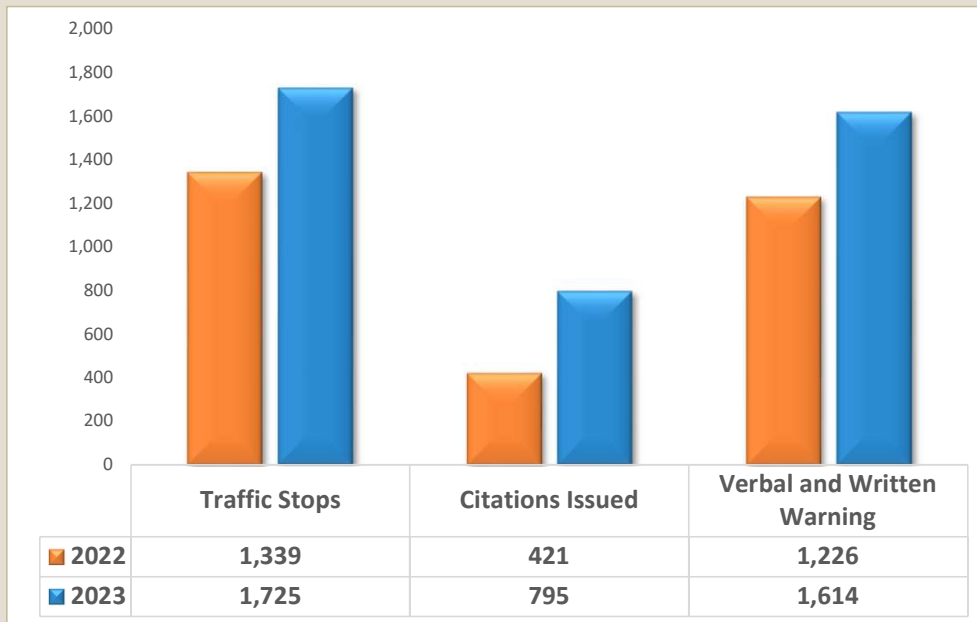
Map of Accidents



Data Source: Crimeview Desktop

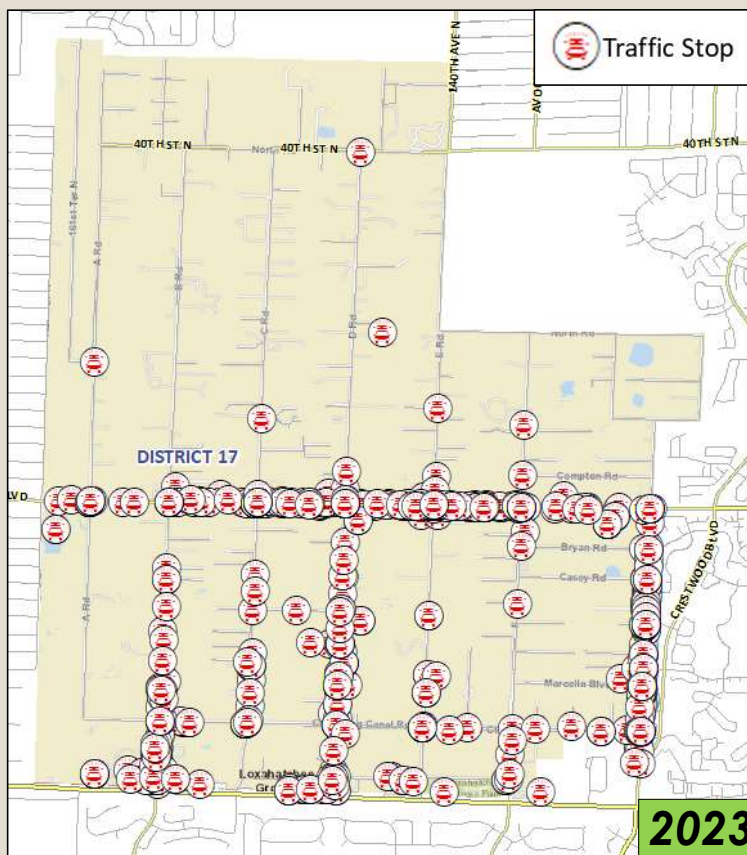
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Traffic Stops, Citations and Warnings



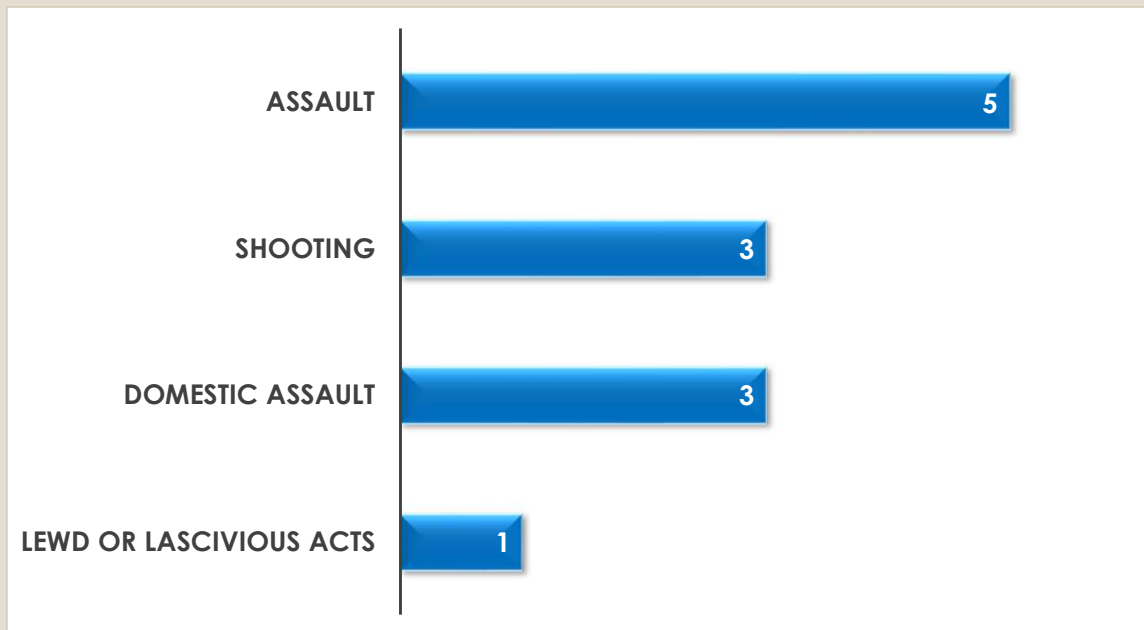
Data Source: TraCs (written warnings and citations) and Motorola P1 (verbal warnings)

Map of Traffic Stops



Data Source: Crimeview Desktop

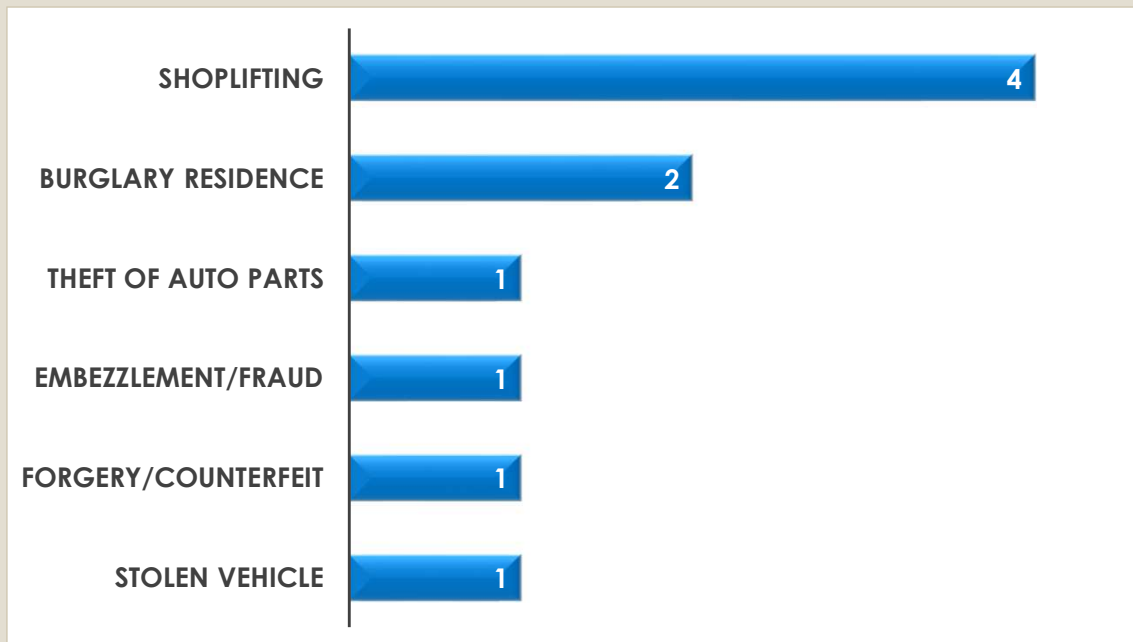
Person Crime Arrests & NTAs (12)



Data Source: PALMS

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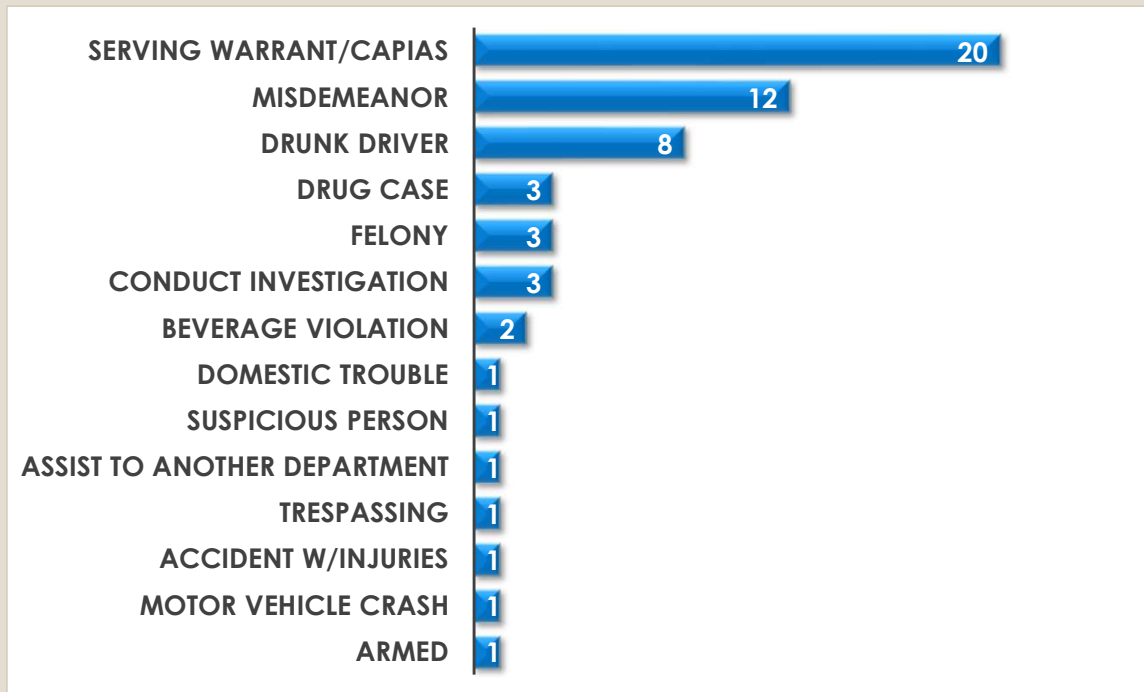
Property Crime Arrests & NTAs (10)



Data Source: PALMS

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Other Crime Arrests & NTAs (58)



Data Source: PALMS

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Palm Beach State College

15845 Southern Blvd. Loxahatchee, FL

2023 Calls for Service by Description

Incident Type	Incident Count
911 Hangup	5
Alarm Government	1
Civil Matter	1
Disturbance	1
Fire	1
Man Down/Sick Person	1
Motor Vehicle Crash	1
Police Service Call	2
Special Detail	2
Suspicious Person	2
Suspicious Vehicle	1
Vehicle Stop	9
Total	27

*Self-initiated calls are excluded from this data.

Data Source: Motorola P1

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Publix Plaza (Southern Blvd and B Rd)

2023 Calls for Service by Description

Incident Type	Incident Count	Incident Type	Incident Count
911 Hangup	75	Man Down/Sick Person	3
Abandoned Vehicle	1	Mentally Disturbed Person	2
Alarm	20	Motor Veh Crash	16
Alarm Hold Up/Panic	3	Motor Vehicle Crash Unknown Injuries	1
Alarm Misc/Municipality	26	Motor Vehicle Crash With Injuries	2
Animal Call	4	Neighbor Trouble	2
Assault	1	Police Service Call	18
Assault Armed	2	Prisoner Transport	1
Asst To Another Department	2	Reckless Driver	1
Civil Matter	4	Residential/Employment Check	1
Civil Matter In Progress	1	Serving Civil Process	2
Conduct Investigation	8	Serving Warrant	2
Contact	1	Shoplifting	11
Disabled Vehicle	1	Shoplifting In Progress	1
Disturbance	3	Special Detail	13
Disturbance In Progress	4	Stolen Tag	1
Domestic	8	Stolen Vehicle Recovery	1
Domestic In Progress	1	Surveillance	4
Domestic Unfounded	2	Suspicious Incident	1
Drug Case	1	Suspicious Incident In Progress	1
Embezzlement/Fraud	3	Suspicious Person	8
Felony	2	Suspicious Vehicle	5
Forgery/Counterfeit	1	Theft/Larceny	5
Hit & Run W/Injuries	1	Threats	1
Hit And Run	4	Trespassing	2
Information	3	Unwanted Guest	3
Juvenile Trouble	1	Vandalism	1
Lost/Found Property	10	Welfare Check	3
		Total	305

All CAD incidents excluding self-initiated calls
Data Source: Crimeview Dashboard

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Map of Publix Plaza 2023 Calls for Service



Data Source: Crimeview Dashboard

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Community Service

- Participated in and assisted with 4th of July Parade
- Assisted with Veteran's Day Parade
- Smoothie with a Cop / Therapy Dogs
- Lox Groves Elementary Spring Carnival

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Completed by:
Lillian Arvelo
Criminal Intelligence Analyst
Crime Analysis Unit

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TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL COMMUNITY OPEN DISCUSSION WORKSHOP
MEETING MINUTES
JANUARY 9, 2024, 6:00 P.M.
audio available in the Town Clerk's Office

1. CALL TO ORDER

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

2. PRESENT

Mayor Laura Danowski, Vice Mayor Robert Shorr, Councilmember Marge Herzog, Councilmember Phillis Maniglia, Councilmember Marianne Miles, Town Manager Francine Ramaglia, Town Attorney Glen Torcivia, Public Works Director Richard Gallant, and Public Works Coordinator Lexi Collegio were present.

The Councilmembers and Town Staff briefly discussed the Development Review Committee, as well as gas tax maps.

3. COMMENTS FROM THE PUBLIC

Resident Cassie Suchy suggested that in 2024, the Council consider contracting with law enforcement for extra speed radar on Okeechobee Boulevard at varying times.

Councilmember Maniglia proposed that the Town consider installing roundabouts on Okeechobee Boulevard. Town Manager Ramaglia advised that additional patrols are working in this area. She and Public Works Director Gallant have discussed roadway maintenance, traffic control elements, and multi-purpose crossings with flashing lights, as well as two roundabouts and two traffic lights, among other measures.

Public Works Director Gallant added that the last direction he had received from the Town Council addressed stop signs and crosswalks. He has received no further direction from Council at this time.

Mayor Danowski requested an update on turn lanes. Public Works Director Gallant replied that he has spoken with Palm Beach County regarding turn lanes and signal timing.

Mayor Danowski suggested that turn lanes be painted to reduce the number of traffic incidents on Okeechobee Boulevard, Southern Boulevard, B Road, and D Road. Public Works Director Gallant replied that the Okeechobee Boulevard/Southern Boulevard intersection is maintained by the Florida Department of Transportation (FDOT) and cannot be painted. He reviewed the timing of traffic signal cycles for this intersection as well.

A resident (name not provided) expressed concern with drivers who do not signal properly, as well as sawgrass in medians which can block a clear view of traffic.

Resident Bryan McNeil recommended installation of roundabouts on B Road, which he felt will reduce accidents. He also expressed concern with tractor-trailers as well as speeding traffic on B Road and Folsom Road.

Vice Mayor Shorr stated that installation of roundabouts will not create a traffic break in the same way as Stop signs and stoplights. Mr. McNeil asserted that roundabouts fix problems.

Resident Jo Siciliano advised that she was also concerned with speeding on South B Road, and suggested that roundabouts could alleviate this issue as well as reduce cut-through traffic. The Councilmembers discussed the use of Stop signs on B, D, and F Roads, with Vice Mayor Shorr stating again that this work better than roundabouts. Public Works Director Gallant asserted that roundabouts save lives and slow traffic and was in favor of installing roundabouts on B Road and Folsom Road as well as a traffic light on D Road.

4. ADJOURNMENT

The community meeting was adjourned at 6:31 p.m.

TOWN OF LOXAHATCHEE GROVES, FLORIDA

ATTEST:

Mayor Laura Danowski

Lexi Collegio, Public Works Coordinator

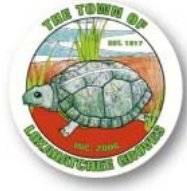
Vice Mayor Robert Shorr

Councilmember Marge Herzog

Councilmember Phillis Maniglia

Councilmember Marianne Miles

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**TOWN OF LOXAHATCHEE GROVES
TOWN COUNCIL MEETING
JANUARY 9, 2024, 6:30 P.M.**
audio available in the Town Clerk's Office

1. CALL TO ORDER

Mayor Danowski called the meeting to order at 6:31 p.m.

2. PLEDGE OF ALLEGIANCE

3. MOMENT OF SILENCE

4. ROLL CALL

Mayor Laura Danowski, Vice Mayor Robert Shorr, Councilmember Marge Herzog, Councilmember Phillis Maniglia, Councilmember Marianne Miles, Town Manager Francine Ramaglia, Town Attorney Glen Torcivia, Public Works Director Richard Gallant, and Public Works Coordinator Lexi Collegio were present.

5. ADDITIONS, DELETIONS AND MODIFICATIONS

None.

Motion made by Vice Mayor Shorr, seconded by Councilmember Maniglia, to approve the Agenda as written. The motion passed unanimously (5-0).

6. COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Resident Cassie Suchy requested that Town Meeting Agendas be published earlier than the Friday afternoon preceding a Council meeting, which would give the public more time to review them.

Resident Virginia Standish requested at least one crosswalk on Okeechobee Boulevard.

Resident Jo Siciliano reminded all present of the upcoming Candidates' Forum scheduled for Wednesday, January 31, 2024, from 6 p.m. to 7 p.m. at Town Hall.

7. CONSENT AGENDA

1. Consideration of approval of Meeting Minutes:

- a. September 19, 2023 Community Open Discussion Meeting

- | | |
|-----------------------|--|
| b. September 19, 2023 | Town Council Final Hearing / Regular Meeting |
| c. October 17, 2023 | Town Council Workshop Meeting |
| d. October 23, 2023 | Town Council Special Meeting |
| e. December 5, 2023 | Community Open Discussion Meeting |
| f. December 5, 2023 | Town Council Regular Meeting |
| g. December 18, 2023 | Town Council Special Meeting |

Vice Mayor Shorr pulled Item 1a for additional discussion.

Motion made by Vice Mayor Shorr, seconded by Councilmember Maniglia, to approve Items 1b, c, d, e, f, and g. The motion passed 4-1 (Vice Mayor Shorr dissenting).

Vice Mayor Shorr questioned the need to document late arrival at a workshop, as no business is conducted at those meetings. It was clarified that this was done because roll was taken, and can be reconsidered in the future.

Motion made by Vice Mayor Shorr, seconded by Councilmember Maniglia, to approve. The motion passed 4-1 (Vice Mayor Shorr dissenting).

2. Consideration of *Resolution No. 2024-01* approving the lease purchase of ILF Aspen from Energreen America.

Motion made by Vice Mayor Shorr, seconded by Councilmember Maniglia, to approve Item 2.

Town Manager Ramaglia gave a brief presentation on the Item.

At this time Mayor Danowski opened public comment on the Item.

Resident Cassie Suchy stated that she was not in favor of this expenditure, as the Town already has two machines used for mowing.

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

The Councilmembers discussed the Item. Town Manager Ramaglia explained that it was determined that Staff could do this work with the new equipment and attachment. It was confirmed that the equipment is included in the current year's budget. All Public Works Staff members will be cross-trained on use and maintenance.

The motion passed unanimously (5-0).

8. REGULAR AGENDA

3. Consideration of Resolutions for the B Road Culvert.

- a. *Resolution No. 2024-02* approving the Bill of Sale.

Town Manager Ramaglia gave a presentation on the Item.

Town Attorney Torcivia confirmed that Councilmember Miles may vote on this Item.

At this time Mayor Danowski opened public comment on the Item.

Resident Cassie Suchy commented that she felt this project should be entirely funded by the Federal Emergency Management Agency (FEMA).

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

The Councilmembers discussed the Item. Mayor Danowski noted that the deadline for action by the Town is February 23, 2024, and the delivery of culvert pipe is anticipated to take four to five weeks. She expressed concern that the culvert affects several properties to the north, which would add significantly to residents' tax bills until it is paid. Councilmember Maniglia was also concerned that the FEMA list of damaged culverts should be longer.

Town Manager Ramaglia advised that Town Staff and FEMA personnel had attempted to identify as much damage as possible which could be directly correlated with the hurricane. If the bill of sale is not accepted by the Town, the onus will be on property owners to pay for the work. If the culvert is not repaired, it will affect additional residents.

Motion made by Councilmember Maniglia, seconded by Councilmember Herzog, to approve Item 3a, Resolution 2024-02, accepting the bill of sale for the culvert located at 1823 and 1825 B Road. The motion passed 4-1 (Mayor Danowski dissenting).

b. *Resolution No. 2024-03* awarding piggy-back contract to Johnson & Davis.

Motion made by Councilmember Ramaglia, seconded by Vice Mayor Shorr, to approve Resolution 2024-03 approving work authorization for Johnson & Davis regarding bridge culvert at 1823 B at a total cost of \$127,600. The motion passed 4-1 (Mayor Danowski dissenting).

4. Consideration of *Resolution No. 2024-04* accepting a donation.

Town Manager Ramaglia explained that this \$250,000 donation from the Miami Dolphins organization would not be earmarked for any specific spending. If approved, the funds could be allocated toward two segments of road work. Additional items proposed by the donor may be brought forward in the future.

At this time Mayor Danowski opened public comment on the Item.

Resident Cassie Suchy addressed Items 4 and 5, stating there should be no strings attached to a donation. She did not feel the donation should move the desired work to an earlier position on the schedule.

Town Manager Ramaglia advised that there are no strings attached to the proposed donation, and the funds do not have to be allocated to the uses recommended by Staff.

Resident Virginia Standish felt the public should be aware that the sod farm is managed by an out-of-state entity. She concluded that the donation appeared to seek to establish goodwill for a future project, and was not in favor of accepting the money.

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

The Councilmembers discussed the Item, with Mayor Danowski agreeing that no company would make a donation of the proposed size without expecting something in return. Town Manager Ramaglia clarified that Town Staff had approached the Miami Dolphins organization to discuss a partnership, and would need to meet with them again to discuss additional conservation measures.

Town Manager Ramaglia described and answered questions regarding potential uses and locations for conservation easements, which would be documented in a lease agreement. She emphasized that negotiations are still underway.

Mayor Danowski advised that she would like to see a policy developed for the acceptance of gifts. Town Manager Ramaglia replied that this policy exists, recalling that it has been used in the past for acceptance of donations to the Town's scholarship fund. She further clarified that during budget discussions, Staff had asked if they could work with private landowners to discuss funding projects. This was the only direction received from the Council on this issue.

Councilmember Miles felt there would be no issues with accepting the donation if it was offered by a source other than the sod farm. She asked if, should the Council accept the donation and the donor then attempt to attach conditions, the Town would then be able to return the money. Town Manager Ramaglia confirmed this.

Motion made by Councilmember Maniglia, seconded by Councilmember Miles, to approve Resolution 2024-04, accepting the donation by South Florida Sod Farm, LLC or a rated party. The motion passed 4-1 (Mayor Danowski dissenting).

5. Consideration of *Resolution No. 2024-05* authorizing an agreement with J.W. Cheatham, LLC to provide Roadway Construction Services.

Councilmember Miles recused herself from discussing or voting on Item 5, as she lives on the road north of Okeechobee Boulevard.

At this time Mayor Danowski opened public comment.

Resident Frank Standish expressed concern with the paving of Town roads. He cited a number of roadways in need of repair and recommended addressing these needs before doing more work at other locations. He concluded that the Town should take another look at the proposal.

Resident Virginia Standish addressed Items 4 and 5 together, agreeing that there should be a policy for acceptance of larger donations from corporate entities. She pointed out that there are deficiencies near the South Canal Bank which should be addressed before the road, and asked if the scope of work would apply to regular automobile traffic only or large trucks as well.

Resident Jo Siciliano stated she was concerned with the safety of the canals, and felt paving roads was premature until the conditions of the canals are addressed.

Resident Cassie Suchy commented that a developer would not make a donation of the magnitude proposed in Item 4 without expecting something in return. She continued that the Town has approved a paving plan with a schedule, and other roadways have easements already in place but would be bypassed by the proposal. She concluded that the Town should follow its existing paving plan.

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

The Councilmembers discussed the Item, with Vice Mayor Shorr pointing out that there are no canal banks in the paving plan for 2024. He suggested bringing the paving plan back to a subsequent meeting to hear pricing for everything not completed in 2023 and scheduled in 2024, noting that the proposed work could be added to the paving plan at that time at the quoted costs.

Town Manager Ramaglia advised that Staff is concerned with canal banks and berms during culvert repairs. They have met with the sod farm to discuss repairs to culverts and banks and have recommended contractors for that work.

Motion made by Vice Mayor Shorr to deny Item 5 as written and request that Staff bring back a new contract that includes all the roads already committed to do, and any other roads that we can afford to do at this cost.

It was clarified that the **motion** would deny the Item as written and revamp the 2023-2024 paving plan to include the proposed segments. Vice Mayor Shorr explained that he wanted the contract proposed in Item 5 to be rewritten “to do everything” remaining from 2023 and through 2024 as well as the two roads cited in the proposal, using the proposed prices.

Town Attorney Torcivia advised that the contract can be brought back as a best interest contract. There was discussion that using the proposed contract would save enough money to add another road to the paving plan as well. Town Manager Ramaglia noted that this will be a two-step process: the paving plan for 2024 would be amended to add the additional roads agreed upon by the Council, and the Council would then be presented for a best interest contract for approval.

The motion was seconded by Councilmember Herzog. The motion failed 2-2 (Councilmember Miles recused).

Town Attorney Torcivia pointed out that Councilmember Miles would be able to vote on the motion, as it would bring back an entire paving plan rather than single roadways. Town Manager Ramaglia added that a second motion would address the contract to cover the paving plan.

Vice Mayor Shorr restated his motion as follows: **motion to direct Staff to bring back a contract using the quoted costs to complete the 2023 paving plan as well as the 2024 capital paving plan, and adding any of the other roads that we can afford to do using these costs. Councilmember Maniglia seconded the motion. The motion passed unanimously (5-0).**

Motion made by Mayor Danowski, seconded by Vice Mayor Shorr, to terminate and make moot Resolution 2024-05. The motion passed unanimously (4-0, Councilmember Miles recused).

9. PUBLIC HEARING

6. Consideration of *Ordinance No. 2023-08* on Second Reading.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY REPEALING ARTICLE I “GENERAL” OF CHAPTER 10 “BUILDINGS AND BUILDING REGULATIONS” IN ITS ENTIRETY; ENACTING A NEW ARTICLE I “GENERAL” OF CHAPTER 10 “BUILDINGS AND BUILDING REGULATIONS” REGARDING THE ADOPTION THE GROUP OF CODES KNOWN AS THE FLORIDA BUILDING CODE 8TH EDITION (2023) AND LOCAL AMENDMENTS, THE 2020 NATIONAL ELECTRICAL CODE AND THE FLORIDA FIRE PREVENTION CODE; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION AND THE EFFECTIVE DATE. (APPROVED ON FIRST READING ON DECEMBER 5, 2023)

Building Official Jacek Tomasik gave a brief overview of the Item, which adopts the most recent version of Florida Building Code.

Motion made by Councilmember Miles, seconded by Councilmember Maniglia, to approve Ordinance 2023-08 regarding the adoption of the Florida Building Code and Fire Prevention Code, following the public hearing and second reading. The motion passed unanimously (5-0).

10. DISCUSSION

7. Discussion on Building Department Activities

Building Official Tomasik and Town Manager Ramaglia reviewed improvements made by the Building Department to the Town’s permitting process, including new software and an upgrade of the Department’s website. The intent is to make the process easier for the public to obtain permits. Other agencies, such as the Fire Department, will be included in the permit review process as required. Staff is looking into grants available for the further development of the Building Department.

8. Continuation of the Discussion on the Evaluation Appraisal Report from the Meeting on December 5, 2023

Mayor Danowski noted an incorrect reference to the Local Planning Agency (LPA) in the Evaluation Appraisal Report (EAR). The document should refer to the Planning and Zoning Board (PZB) rather than the LPA: the LPA addresses development, while the PZB handles applications and transactional reviews. The Town Council serves as LPA for the purposes of the Town's Comprehensive Plan.

At this time Mayor Danowski opened public comment on the Item.

Resident Cassie Suchy pointed out that previous Agendas which listed a discussion of the Comprehensive Plan refer to the EAR rather than spelling out "Evaluation Appraisal Report," which may be less familiar to residents. She encouraged the Council to review the document, recalling that there were items discussed during the December 2023 conversation which the Council did not want to include. She concluded that there should be further discussion of the EAR.

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

The Councilmembers discussed the document. It was clarified that the Plan must also be presented for a formal first reading before it can be transmitted to the State. Because the Council serves as LPA, they would review the document. Once the Plan has been sent to the State, the State has 60 days in which to review it. The State would provide a letter with any objections or comments on the document. It would then be presented to the Council for second reading and adoption, and sent back to the State once more with an adoption package.

Mayor Danowski strongly recommended that all Councilmembers schedule a meeting with Staff to thoroughly review the Comprehensive Plan. It was determined that this review would be complete by the January 23, 2024 meeting. Residents will have an opportunity to comment on the document at that meeting.

Mayor Danowski further clarified the instances in which the Council or the PZB act as LPA, reiterating that the PZB serves as LPA in cases of development review and approval of applications. The Council serves as LPA in all other cases, including land use approvals and Comprehensive Plan review.

It was also noted that the Plan will be a discussion item on the January 23, 2024 meeting Agenda, as there is not sufficient time to advertise the first reading of the document and no motion has been made to establish first reading at that meeting. The first reading would be scheduled for the Tuesday, February 6, 2024 Council meeting.

9. Discussion Regarding Roadway and Drainage update

At this time Mayor Danowski opened public comment.

Resident Virginia Standish stated that the Town's map shows an incorrect location for the sewer main and recommended that this be corrected. She encouraged the Council to reach out to Palm Beach County to coordinate efforts and expressed concern that the County is not honoring its original agreement to allow residents to tie into the North Road water main.

Resident Frank Standish commented that while Public Works Staff is doing a good job, an existing problem remains regarding tree growth which hangs over the roadway, particularly on the north side of the Town. He felt Staff should be proactive in addressing this safety concern.

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

Public Works Director Gallant reviewed actions taken over the past month, including mowing on several roads and trimming of roadsides. Residents are given the opportunity to correct any nuisance elements, such as overhanging trees, before Staff takes action. Staff has also addressed potholes and pavement edges on a number of roads. Irrigation has been repaired at Town Hall and new landscaping has been installed there. Repairs and cleaning of canals are also planned.

Town Manager Ramaglia added that Staff is reviewing quotations for upcoming projects, some of which are relative to nuisance abatement efforts. They are also reviewing contracts for assessing and clearing of culverts.

The Councilmembers discussed the update, including the overgrown tree issue raised during public comment as well as areas being paved or left unpaved, mowing of canal banks, and an update of the grading schedule.

Councilmember Herzog suggested that older residents may be in need of hardship consideration when Staff addresses overgrowth on their properties. Town Manager Ramaglia advised that the Council would need to give policy direction before this could be considered.

There was additional discussion of the Town possibly removing exotic species that intrude into rights-of-way. Councilmember Miles recommended giving residents the option of removing exotic species themselves before the Town takes action, and advising the residents that they will be billed for the work if it is done by the Town.

The Council also discussed drainage and canal banks. Public Works Director Gallant advised that material removed from canals, once dried, can be reused. He continued that the Town currently has no road standard, and cannot use FDOT standards. He is working to develop a road standard for the Town. Town Manager Ramaglia noted that the Town may extrapolate a road standard from its road classifications.

At this time Mayor Danowski reopened public comment.

Resident Jo Siciliano asked how cuttings from mowing are disposed of. She also recommended that if easements are trimmed, this should include westerly easements as well.

It was clarified that cuttings go into the canal.

Resident Cassie Suchy stated that some canal and roadway edges are maintenance easements owned by residents, and urged Staff to be aware of these easements.

Resident Frank Standish recommended that Public Works generate a report showing the hours and miles spent on mowing and other maintenance. He added that he did not believe temporary work easements should have to come before the Council for approval, but should be generated immediately.

Town Manager Ramaglia confirmed that the easement policy can be brought forward at a future meeting for modification.

With no other individuals wishing to speak at this time, Mayor Danowski closed public comment.

11. TOWN STAFF COMMENTS

Town Manager Ramaglia noted that transitions are underway with new Staff, and acknowledged that tonight's Agenda was generated later than usual. Future Agendas will be issued with a simpler format. While few officials attended Palm Beach County Days in Tallahassee due to inclement weather, the Florida League of Cities is arranging a trip. All five elected officials may attend if they wish.

Town Manager Ramaglia concluded that she was pleased the Council has planned a special meeting on January 23, 2024 to discuss the EAR.

12. TOWN COUNCILMEMBER COMMENTS

Councilmember Herzog (Seat 5) requested that Staff remove signs that are leaning over Town canals so they do not fall into these waterways. It was clarified that these signs will be replaced once Staff has replaced the Town's Stop signs.

Councilmember Herzog continued that recent heavy winds have blown feed bags into canals on and near B Road, which could lead to blockages if not removed. She added that she would like the Town to revive its Finance Advisory and Audit Committee as well as the Trails Committee during the next budget year so the Council can hear more input from residents.

Councilmember Maniglia (Seat 1) stated she was not pleased that the upcoming Candidates' Forum is scheduled at a time when Councilmembers may be in Tallahassee, as this means she will not be able to attend the forum. She concluded that if a road is to be paved, the entire road should be paved.

Town Manager Ramaglia noted that she will attempt to change the date of the Candidates' Forum, as the event has not yet been advertised.

Councilmember Miles (Seat 3) advised that she would like to see the majority of signage removed from canal banks and placed on the roadside instead, if feasible. It was noted that State law requires signs to be placed 2.5 ft. off the edge of the roadway, which means there may not be sufficient room for signage within easements. Unstable signposts, however, can be replaced with more stable materials.

Councilmember Miles continued that during the rainy season, the area south of Okeechobee Boulevard holds more water than the north side. She asked why smaller culverts on the north end are not used to slow the flow of water to the south. Public Works Director Gallant explained that smaller culverts create artificial pressure on culvert walls, which can lead to culvert failure.

Vice Mayor Shorr (Seat 4) requested that guardrails be made a priority, and addressed the expense of roundabouts, which could cost the Town significantly. He recalled the success of previous visits to the State Legislature which have been successful, and recommended that the Mayor, at least, participate in the upcoming visit.

Councilmember Herzog commented that other Councilmembers should be able to participate in the Tallahassee visit as well if they feel they can contribute. It was determined that the Mayor would serve as the Town's primary representative in working with the lobbyist, and other Councilmembers who wish to attend may participate in other activities.

Mayor Danowski (Seat 2) recommended that speed bumps be painted so they are more visible to motorists. She expressed concern with the Town's purchase of a degraded culvert from a resident, with plans to use FEMA funds to repair it, which she felt could set an unwanted precedent.

13. ADJOURNMENT

The meeting was adjourned at 10:06 p.m.

TOWN OF LOXAHATCHEE GROVES, FLORIDA

ATTEST:

Mayor Laura Danowski

Vice Mayor Robert Shorr

Lexi Collegio, Public Works Coordinator

Councilmember Marge Herzog

Councilmember Phillis Maniglia

Councilmember Marianne Miles

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 8B

TO: Town Council of Town of Loxahatchee Groves

FROM: Francine L. Ramaglia, Town Manager

DATE: February 6, 2024

SUBJECT: Presentation of Quarterly Reports

Background:

Presentations of the Quarterly Reports will be given by the following:

- a. Palm Beach County Fire Rescue - District Chief Vomero
- b. Building Department - Jacek Tomacek, Building Official
- c. Code Enforcement - Andrew Armenti, Code Enforcement Officer
- d. Public Works Department - Richard Gallant, Public Works Director
- e. Engineering- Tara Bamber, Engenuity/Randy Wertepny, Keshevarz
- f. Planning and Zoning - James Fleischmann, Land Research Management/Kaitlyn Forbes, Complete Cities (formerly with Transystems)
- g. Information Technology - Node0
- h. Finance - Chris Wallace, Chief Financial Officer, Munilytics
- i. Town Attorney - Elizabeth Lenihan, Town Attorney

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1/30/2024

Palm Beach County Fire Rescue

Loxahatchee Groves

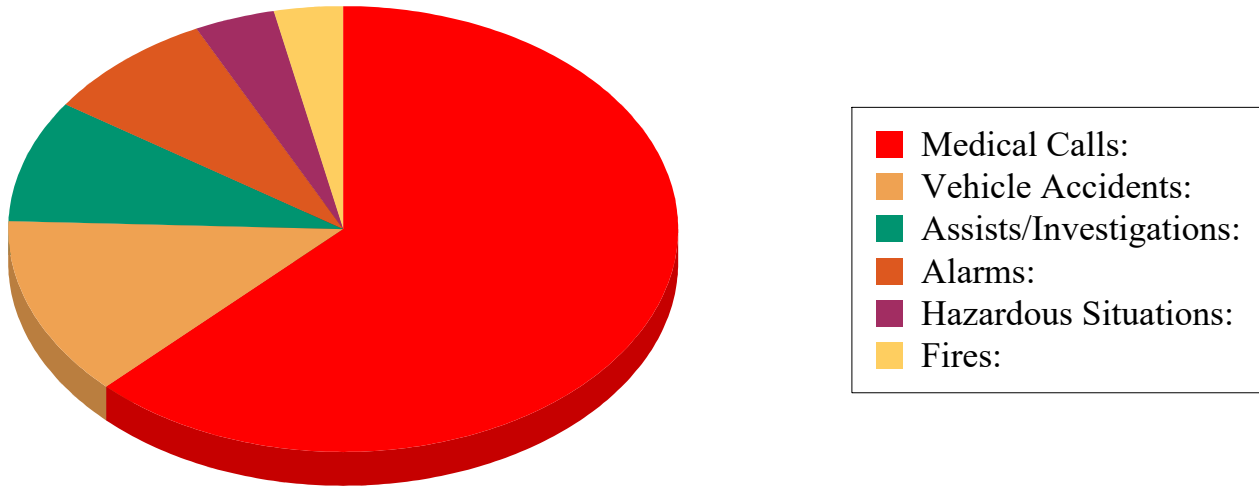
10/01/2023 to 12/31/2023

Average Response Times	Disp Hand	Turnout	Travel	Resp Time
Emergency Calls:	<u>0:00:46</u>	<u>0:00:45</u>	<u>0:06:27</u>	<u>0:07:58</u>

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>	<u>%</u>
Medical Calls:	113	62.43%
Vehicle Accidents:	24	13.26%
Assists/Investigations:	16	8.84%
Alarms:	15	8.29%
Hazardous Situations:	7	3.87%
Fires:	6	3.31%
Total	<u>181</u>	<u>100.00%</u>

Calls by Situation Dispatched

Loxahatchee Groves



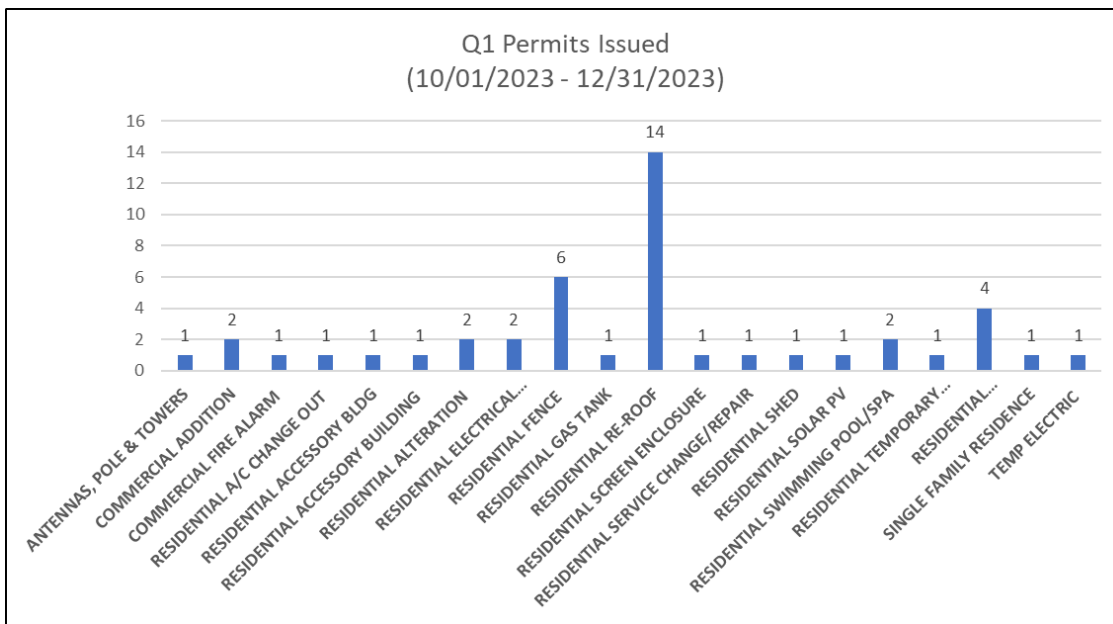
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The Building Department quarterly report is intended to inform the Town Council and the residents of various permitting activities as well as the most recent improvements in the overall permitting process

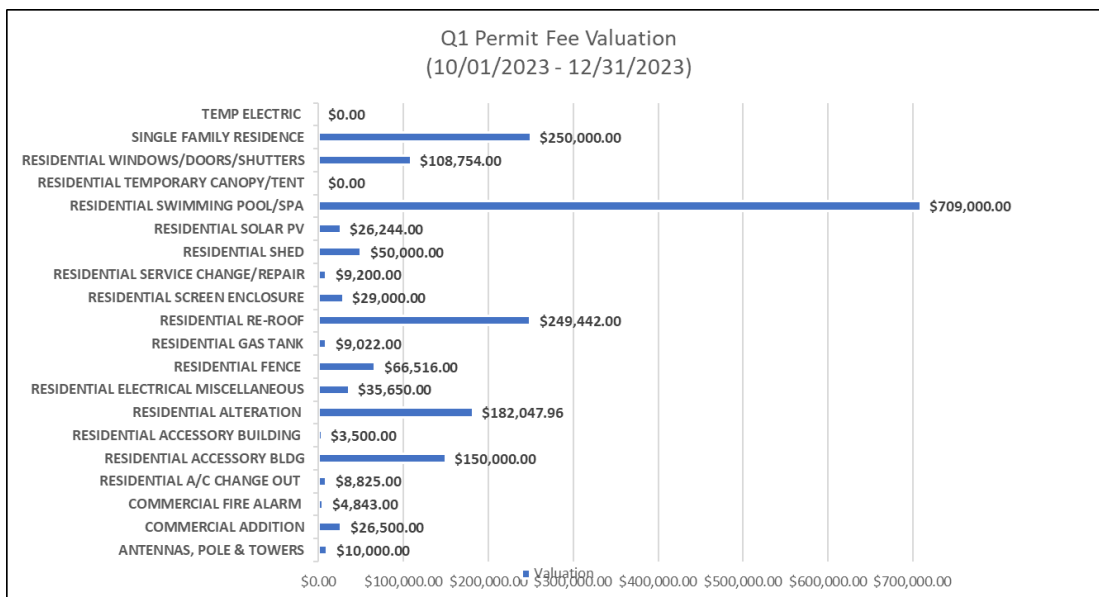
BUILDING PERMIT ACTIVITIES THIS QUARTER

- Issued **46** Building Permits
- Total Construction Improvement value **\$1,928,543.96**
- Collected **\$21,792.93** in permit fees

BUILDING PERMITS ISSUED BY PERMIT TYPE

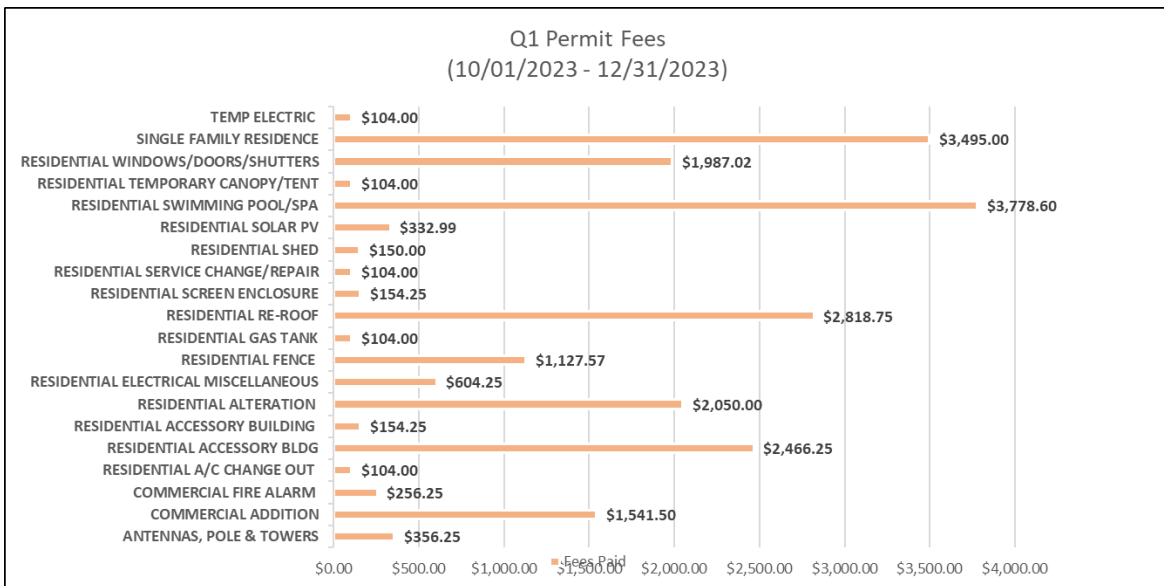


VALUE OF IMPROVEMENTS AS REPORTED IN THE PERMIT APPLICATION



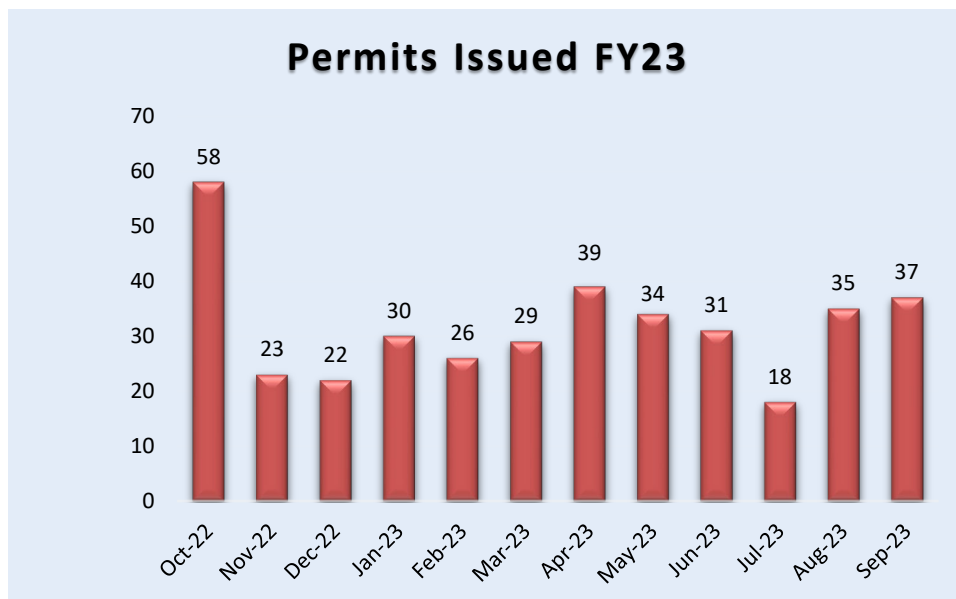
For permitting purposes, permit valuations shall include total replacement value of work, including materials and labor, for which the permit is being issued, such as structural, electrical, gas, mechanical, plumbing equipment, interior finish, related site work, architectural and design fees, marketing costs, overhead, and profit, excluding only land value.

PERMIT FEES COLLECTED BASED ON THE VALUE OF IMPROVEMENTS REPORTED ON THE PERMIT APPLICATION

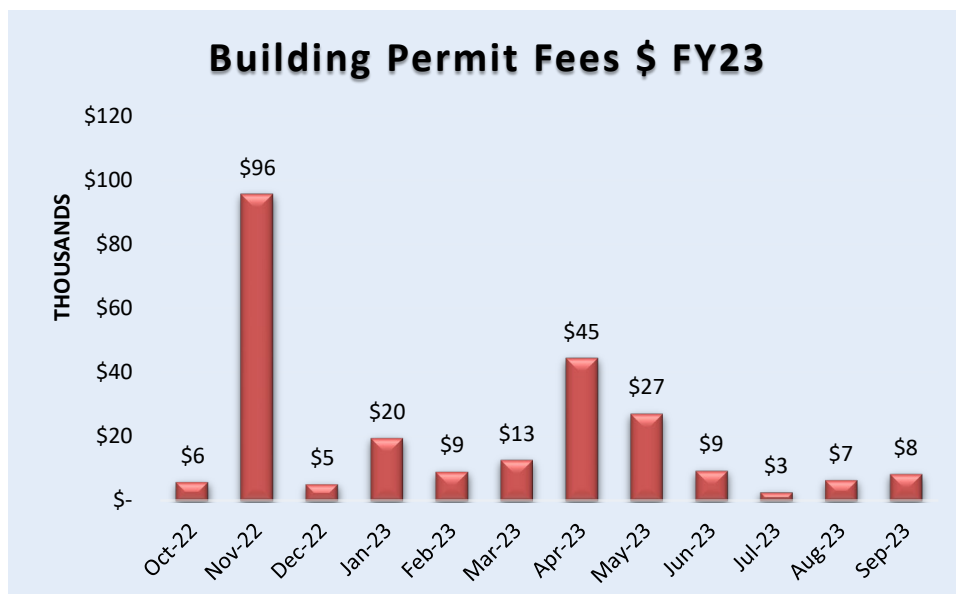


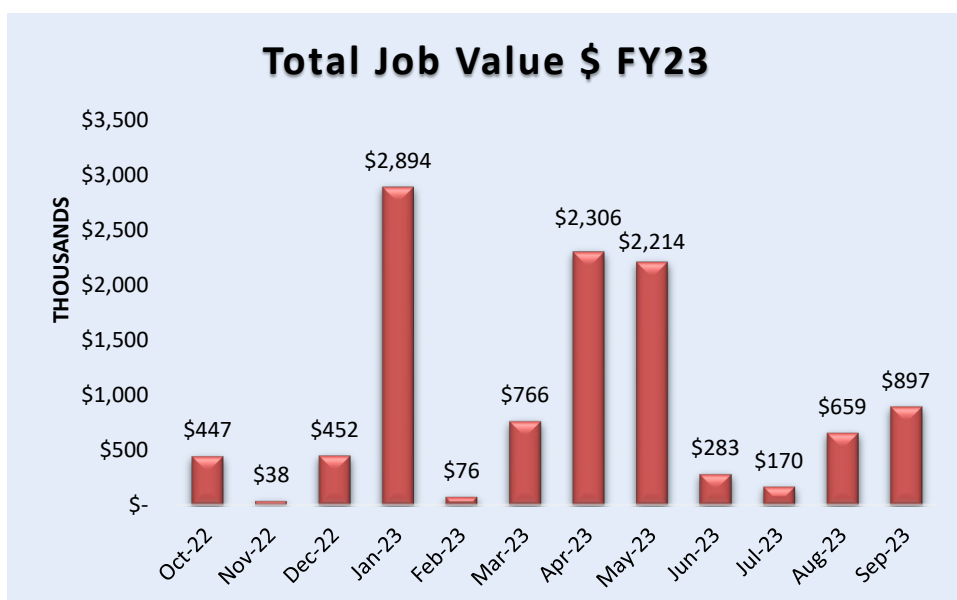
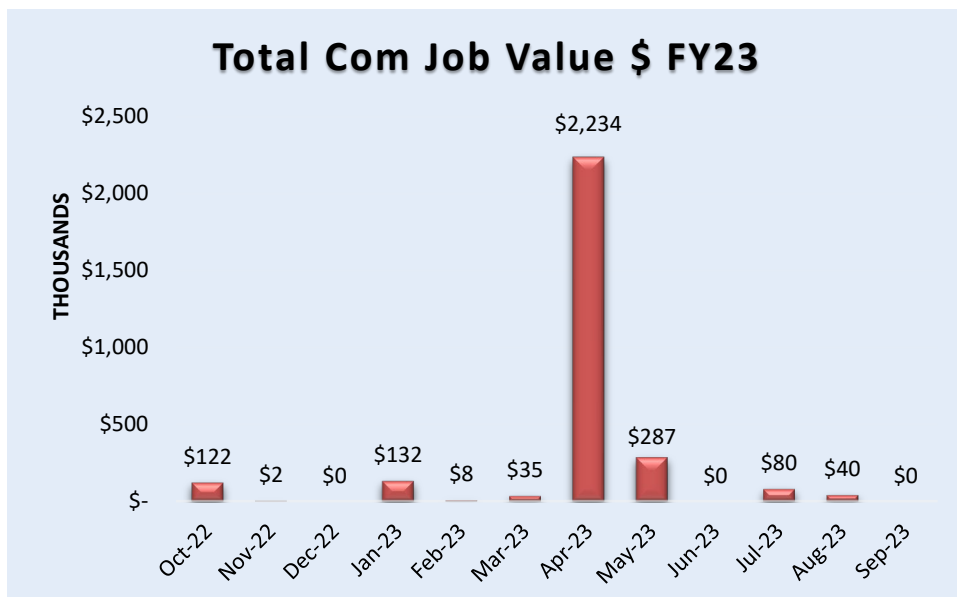
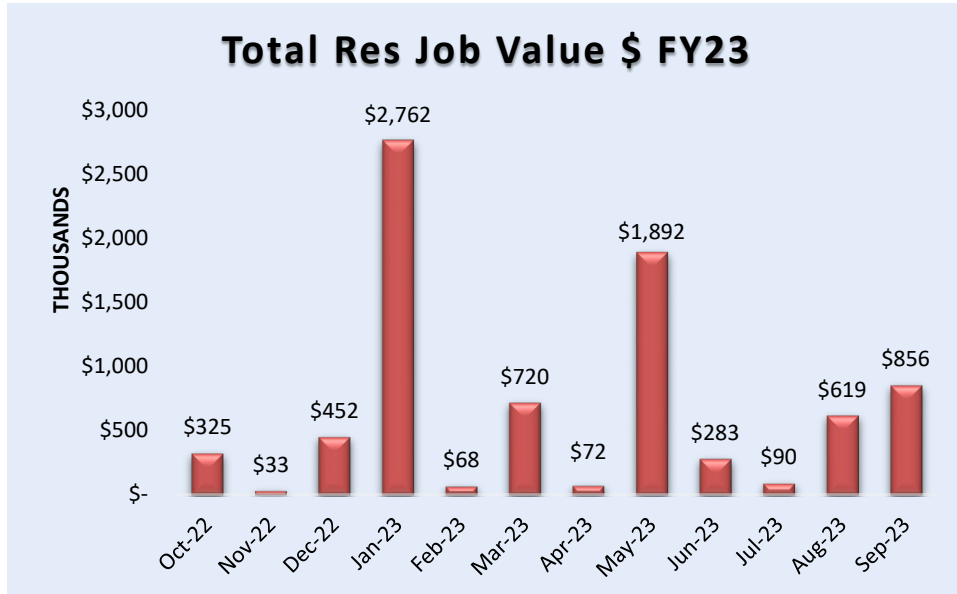
BUILDING PERMIT ACTIVITY AND FEES FY 2023

382 PERMITS ISSUED FY 2023

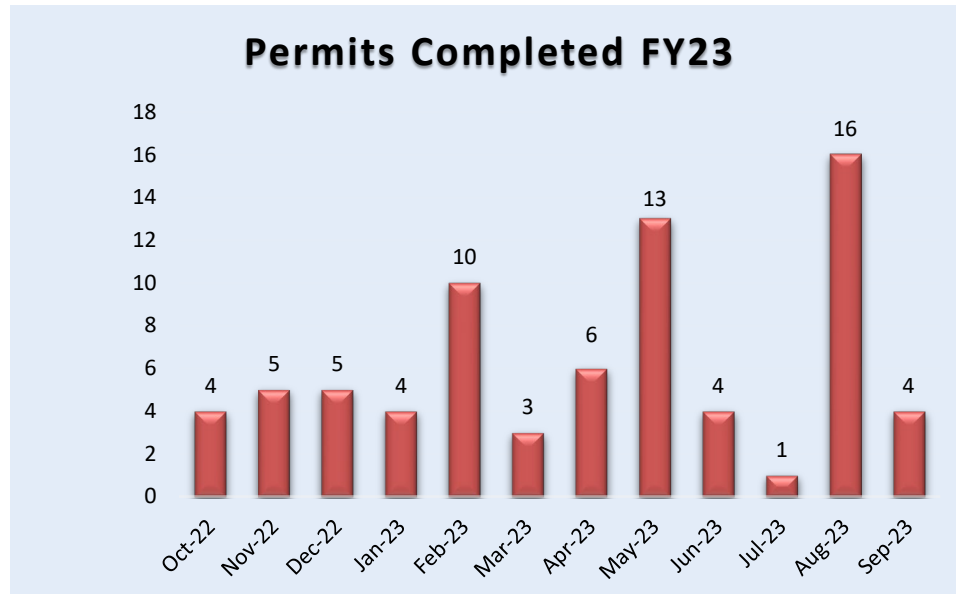


\$247,934.33 PERMIT FEES COLLECTED FY 2023

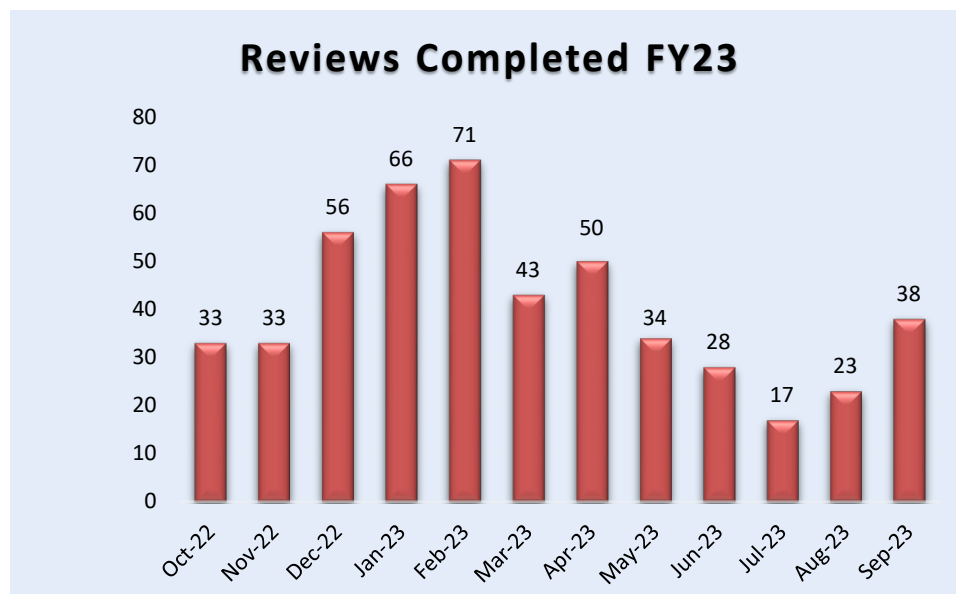




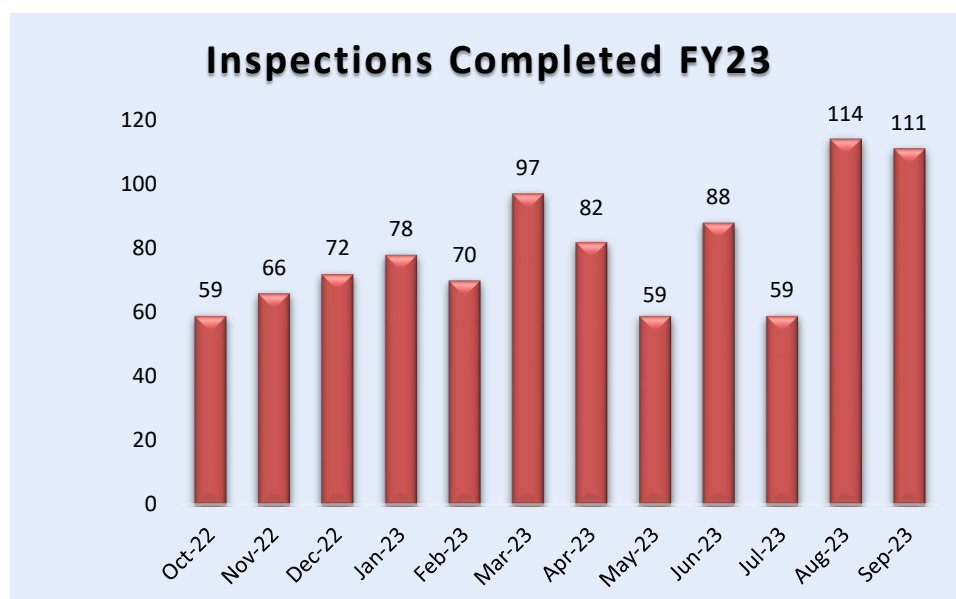
75 BUILDING PERMIT COMPLETED IN FY 2023



492 PLAN REVIEWS COMPLETED IN FY 2023



955 INSPECTIONS COMPLETED FY 2023



PERMIT PROCESS AND CUSTOMER-FRIENDLY WEBSITE IMPROVEMENTS

Recent changes and training in the department provided the opportunity to work on the improvement of the permitting process. The ultimate goal is to enact a one-step digital submittal system that would allow all involved departments to perform simultaneous reviews of permits and the same time expedite the permit issuance process. With the newly initiated changes to the website, a new checklist and submittal instructions were placed on the permitting page allowing applicants to easily select the documents needed for the submittal. Based on the type of the proposed constructions each permit type can be selected with a complete checklist and documents needed for review. The checklists and specific applications will eliminate the rejection of permit applications and progress directly to the project review. This process is planned to expand beyond the building permits and include; Non-Residential Ag-Exempt Structures as well as BTR's permits for Land Development Right-Of-Way Temporary Events, RV's, and others. Working with our consultants similar improvements will be implemented for the Development Review Committee (DRC) process. Staff is also evaluating permitting and financial software that would better serve the customers and staff. New programs reviewed to date would significantly streamline the permitting, inspection, and payment processes as well as accommodate current challenges and opportunities in the department's technology.

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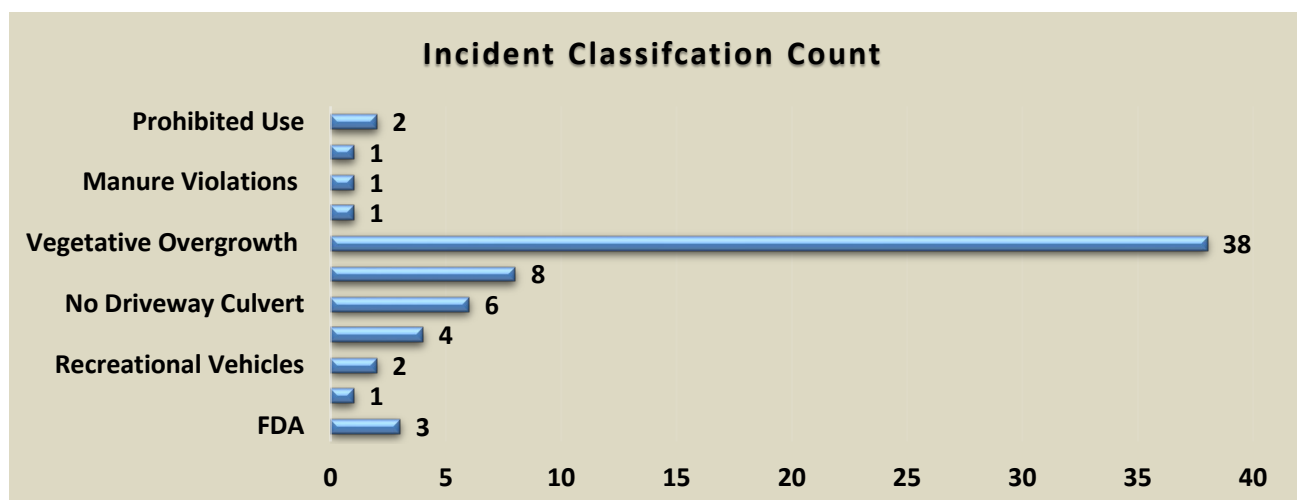
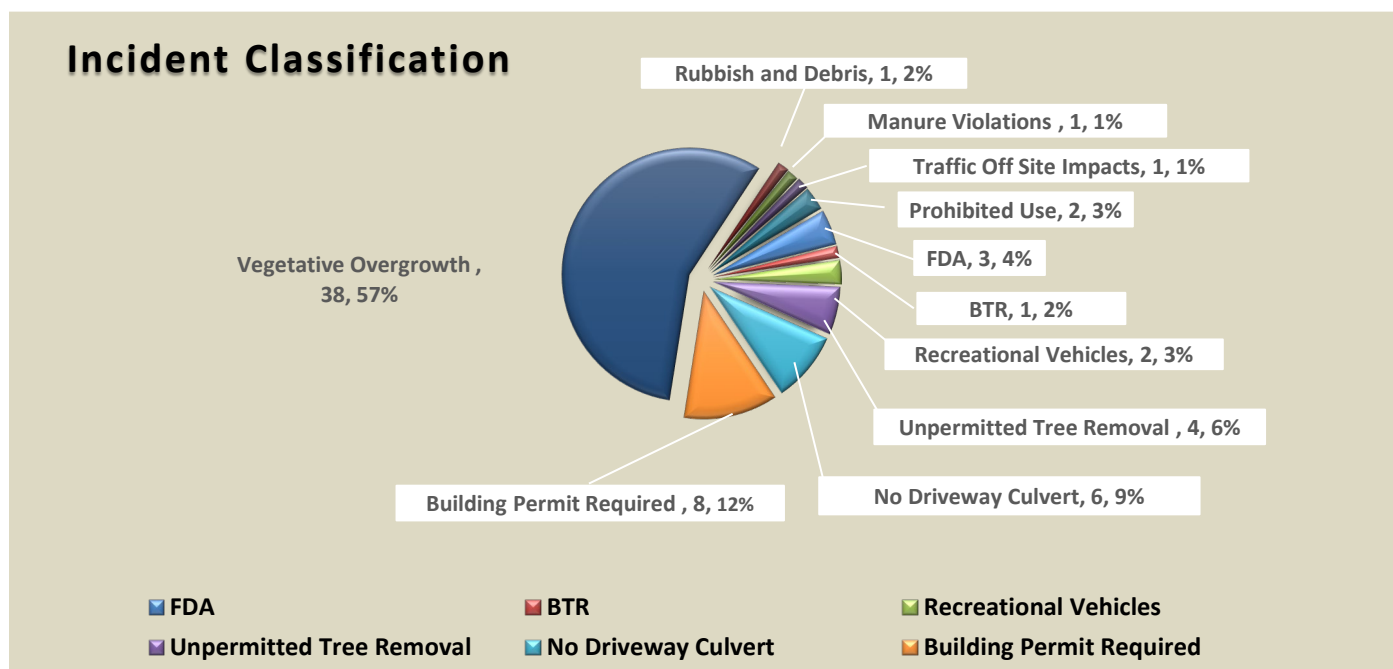
The Code Compliance Department quarterly report is intended to inform the Town Council and the residents of various code enforcement activities as well as the most recent improvements and information about the department.

CASE ACTIVITIES DURING THIS QUARTER

Incident Classification	Quantity	%
FDA	3	4%
BTR	1	1%
Recreational Vehicles	2	3%
Unpermitted Tree Removal	4	6%
No Driveway Culvert	6	9%
Building Permit Required	8	12%
Vegetative Overgrowth	38	57%
Rubbish and Debris	1	1%
Manure Violations	1	1%
Traffic Off Site Impacts	1	1%
Prohibited Use	2	3%
<i>Total Cases</i>	67	100%

The goal of code compliance is to gain compliance and maintain property standards and regulations. Code staff are dedicated to preventing unsafe neighborhood conditions by educating residents and investigating complaints to ensure compliance with all applicable regulations and ordinances.

INCIDENT CLASSIFICATION TYPE & COUNT

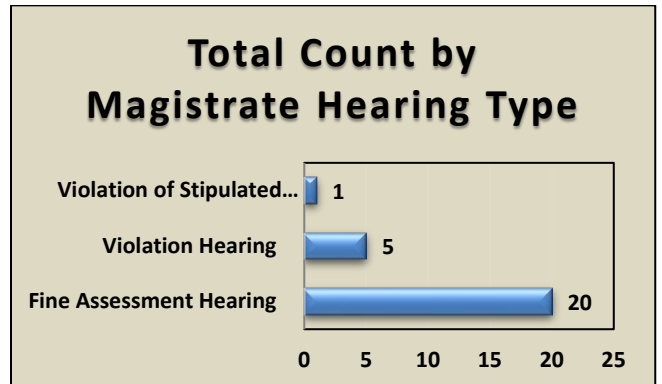
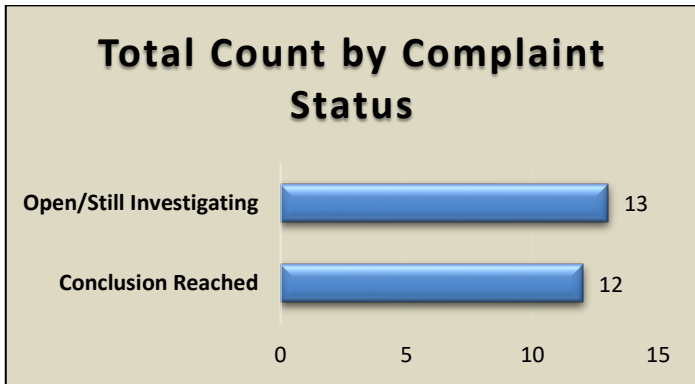


CASES INITIATED BY COMPLAINT

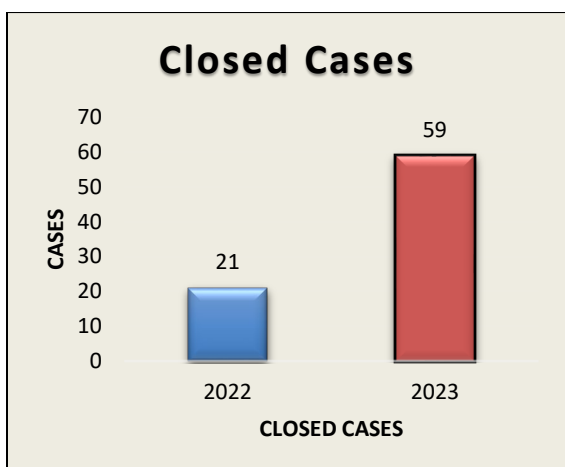
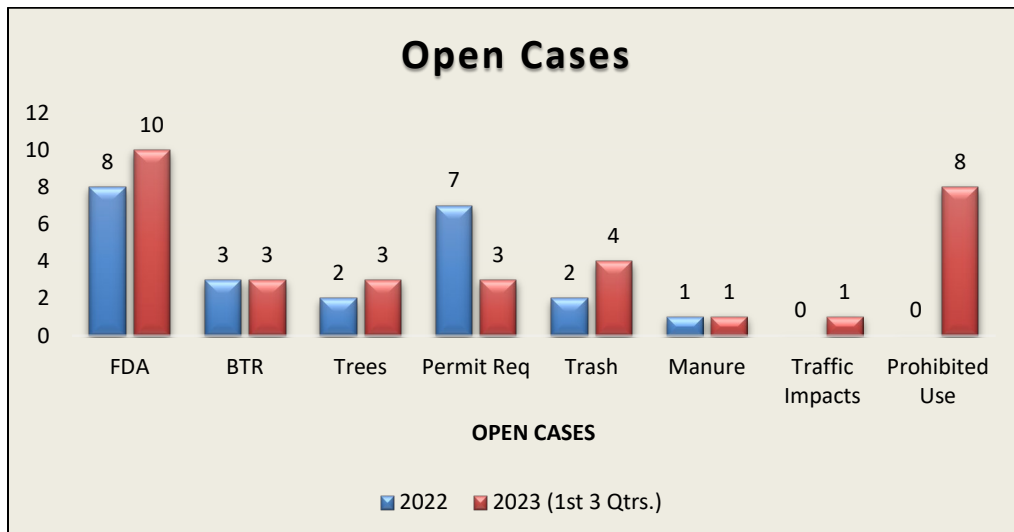
The majority of cases are initiated by internal or external complaints. In response to the amended Florida Statute, the Code Compliance Division no longer accepts anonymous code complaints. Individuals to provide their name and address

MAGISTRATE HEARINGS

Failure to correct violations results in a case proceeding to the Special Magistrate with the potential for fines being levied; costs incurred being charged and a lien being placed against the property



OPEN AND CLOSED CASES FISCAL YEAR 2022 & 2023



In the next reporting period Code Compliance staff will focus on streamlining the case processing times and identifying existing cases to receive compliance and/or being promptly forwarded to the hearings by Special Magistrate.

Staff is currently working on updating the Code Compliance portion of the Town website including providing additional compliance information and reporting options.



Town of Loxahatchee Groves

155 F Rd. • Loxahatchee Groves, Florida 33470 • (561) 793-2418 Phone • (561) 793-2420 Fax • www.loxahatchcegrovesfl.gov

Public Works Quarterly Report for the Fourth Quarter 2023

Richard Gallant EI – Public Works Director

Craig Lower – Public Works Superintendent

Grading:

The total number of miles graded by Public Works in the month of October is: 87.344.

The total number of miles graded by Public Works in the month of November is: 60.214.

The total number of miles graded by Public Works in the month of December is: 75.697.

During the fourth quarter Public Works graded a total of 223.255 miles of dirt roads.

Mowing along roads and canal banks

During the fourth quarter of 2023 the accessible areas of all of the lettered roads Folsom, north Okeechobee, and the Royal Palm Beach Pines Natural Area canal banks and flat surfaces were mowed by our crews. During this period they also cut back a large amount of over growth from the canal side properties so our equipment could better access the canal banks.

Roads Repairs:

The Public Works department has traversed the entire section of paved road north of Okeechobee Blvd. and, utilizing four tons of hot asphalt, repaired all of the potholes and edge breaks.

Additionally, the Public Works staff began preparing the paved roads south of Okeechobee Blvd and all paved roads should be free of potholes and edges breaks before the end of January.

Public Works staff also repaired and stabilized 11th Trace (off F Rd), Tangerine, 147th Ave, and 6th Ct N using over 1,000 tons of material.

Miscellaneous Items:

Staff began cleaning the swales on Casey to improve drainage. Additional work will be required to restore proper draining.

Staff removed close to 100 pounds of signs located along the roadways of the Town. Staff has been directed to remove any signs not located on private property at least weekly.

The irrigation system at Town Hall has been repaired and the landscaping improved to increase the aesthetics of the property.

The potable water line to Town Hall has been replaced and made larger to increase flow to the building.

Staffing

The Public Works Department is currently staffed by 16 employees. There is currently one opening for a General Maintenance Worker. The list of positions are listed below:

- 1 – Director of Public Works
- 1 – Superintendent of Public Works
- 3 – Public Service Worker III
- 3 – Public Service Worker II
- 1 - Public Service Worker I
- 3 – General Maintenance Worker
- 1 – Public Works Coordinator
- 1 – Public Works Staff Assistant (Part Time Temporary)
- 2 – Public Works Consultant (Part Time Temporary)

Crews are divided into four teams. Ground Maintenance, Draining Improvements, Road

Stabilization and Grading, and Canal Bank Stabilization.

Ground Maintenance will be responsible for mowing all canal banks and right of way paths and equestrian paths. They are further responsible for trimming and grubbing areas of the town that impede equipment, equestrian, or vehicle traffic throughout the Town. A portion of their responsibility is to assist in the maintenance of equipment and inventory of rolling assets as well as consumable items used by Public Works staff.

The Drainage Improvement team is responsible for the maintenance and installation of culverts throughout the Town. They are further responsible for the removal of sediment in the drainage system. This team also responds to drainage structure issues and necessitates any repairs and maintenance to those structures.

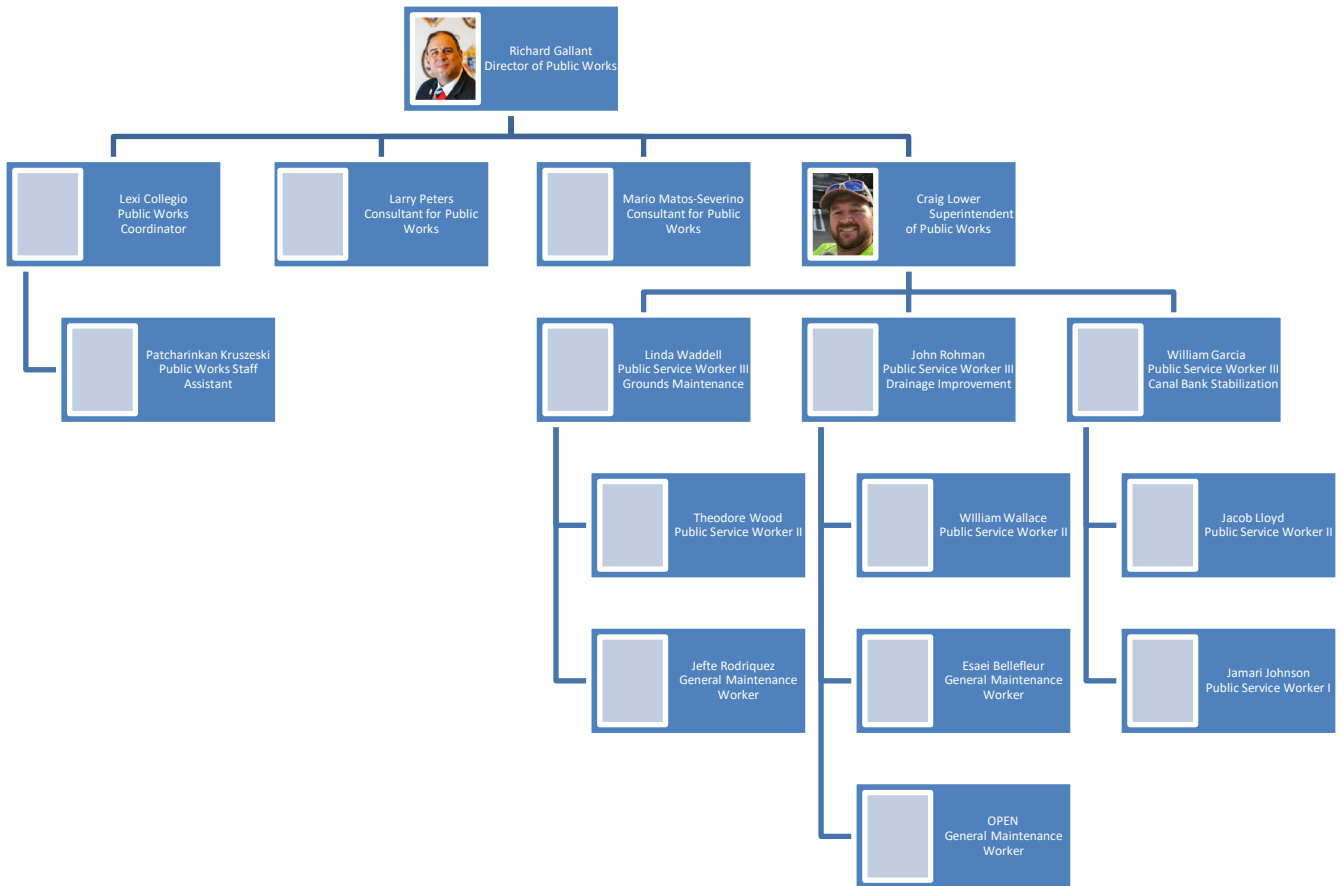
The Canal Bank Stabilization crew is responsible for the upkeep and maintenance of the canal banks. They are to identify failures and expedite repairs to those failures. A portion of their responsibility is to inspect the canal banks in an attempt to proactively identify failures before they become a wash out.

The Road Stabilization and Grading crew is responsible for the timely grading of all unpaved roads in the Town. They are responsible for advising supervision of potential failures and areas where added material is required. Once scheduled by supervision, the Road Stabilization and Grading crew is charged with the application of the material to increase the stabilization of the road.

The Public Works Department currently has two part time consultants that are completing projects they were working on when they advised of their departure. Larry Peters is completing the 2023 paving projects and certifying the roadway and drainage improvements completed during the time he was the Public Works Director. Mario Matos is completing the permitting

process for the 2023 Public Works projects, cleaning up the work order software currently in use by the Town, developing a transition report of incomplete items, developing standard operating procedures, working with vendors to procure and deploy video recording devices in specific areas to aid in the reduction in illegal trash disposal throughout the Town.

The Director of Public Works is responsible for everything and aided by the Superintendent of Public Works who is responsible for the individual crews. The Director and Superintendent work closely to establish priorities considering the health, welfare, and safety of the residents and visitors first. Public Works also employs a Public Works Coordinator who assists the Director and Superintendent with the administrative functions of the department. Public Works has enlisted the services of a part time Public Works Consultant to assist the department with the backlog of items and to assist in the digitalization of the department.



Equipment Mileage or Hours:

The water pump did not operate during the fourth quarter of 2023. The water pump currently has 2108.9 hours on it.

During that time Public Works consumed 1,746 gallons of Off-Road Diesel, 312 gallons of Ultra Low Sulfur Diesel, and 171 gallons of 87 Octane Unleaded Fuel.

2024 Outlook

The next twelve months in the Town of Loxahatchee Groves will see some significant improvements under the leadership of its new Public Works Director, Superintendent, and staff.

Below is the list of items that the Department is focusing on completing prior to the end of the fiscal year.

- Acquire replacement vehicle for Code Enforcement.
- Supplement existing fleet by procuring new more fuel efficient vehicle for the Director.
- Enhance the communication with the field staff by either procuring radios for the existing 400 MHz system or looking into systems like First Net.
- Create a fleet maintenance system to ensure the rolling assets the Town owns is properly maintained and documented.
- Public Works staff will be preparing the 2024 paving plan project roads through enhancing and stabilizing the existing road base as well as removing of exotic trees and bushes.
- Public Works staff will be working closely with FPL to complete the repairs of the damaged culverts caused by FPL's directional boring efforts.
- Public Works staff has contracted with WBI to complete 2,000 linear feet of canal bank stabilization along Collecting Canal Road.

- Public Works staff will be completing 8,000 feet of canal bank stabilization after WBI has completed their work.
- Public Works staff will be working with our finance and legal department to procure the services of a contractor to complete the paving work for 2024.
- Public Works staff is working on establishing master agreements for various services including, exotic tree removal, irrigation services, fuel procurement, culvert cleaning, canal cleaning, computer and media components, communication services, FHWA MUTCD sign and supporting equipment procurement, equipment rentals, as well as other items to make purchasing more streamlined.

To facilitate this work Public Works will have to temporarily close roads and lower the canal levels. It is the intent of Public Works management to use multiple methods to notify the public of these activities. These methods include an all staff email, including Town Council members, our current reverse 911 call/text system, the Town's Facebook page or other social media used by the Town.

Service interruptions will be minimized to the best of the ability of the crews completing the work. There will be times in which roads may need to be closed during an unscheduled repair. It is the intent of staff to provide as much notification as possible during such events.

Town of Loxahatchee Groves Vehicle and Rolling Equipment Inventory

Vehicle Number	Vehicle Year	Manufacture Date	Date Aquired	Purchase Price	Vehicle Make	Vehicle Model		Vehicle Identification Number Serial Number	Tag Number	Status	Starting Hours	Ending Hours	Total Hours
0010	2000		3/24/2000		Sterling	L9500	Dump Truck	2FZXEECB0YAH16977	YU853	In Repair	93486.5	93486.5	0
0510	2006	8/1/2005	4/13/2006	\$25,000.00	Ford	F250	Utility (Code)	1FTSX21P46EA93368	27036	In Service	178474	179379	905
0710	2007	3/3/2007			John Deere	5325	Tractor	LV5325S330273		In Service			0
1010	2010		11/5/2021	\$65,319.00	Gradall	XL5100		5100000579		In Service	1482	1517.1	35.1
1110	2011	6/1/2011	2/16/2022	\$19,302.00	Ford	F450	Utility	1FDUF4HT5BEC95801	XI4113	In Service	81196.9	82226	1029.1
1111	2011	2/1/2011	4/28/2021	\$10,345.00	Ford	F250	Ext Cab	1FT7X2B62BEC16638	XH5295	In Service	50694	51275	581
1310	2013	4/5/2013			John Deere	6105M	Tractor	1L06105MVDH758904		In Service	6698	6779	81
1311	2013		1/22/2014	\$375,000.00	John Deere	220D W	Excavator	1FF220DWPDD041191		In Service	1674.7	1678	3.3
1410	2014		9/30/2020	\$60,000.00	Ledwell/Freightliner	LW4000 WT	Water Truck	1FVHCYCY1FHGA5510		In Service	O/S	O/S	
1411	2014				John Deere	5055E	Bush hog	1LV5055ELEY245963		In Service	3097	3186	89
1412	2014		5/17/2022	\$24,523.00	New Holland	L225	Loader	JAF0L225JEM473795		In Service	390.6	399.7	9.1
1510	2015		4/18/2015		John Deere	XUV855D	XUV	1M0855DSVFM100619		In Service	5371	5499	128
1511	2015	4/1/2015	3/16/2022	\$19,302.00		F250	Single	1FTBF2B67FED43761	XI0868	In Service	57520	59479	1959
1512	2015				John Deere	D105		1500227ZA42346		In Service			
1513	2015		5/17/2022	\$3,032.00	Scag	SH61V-25KVD	K1B00179			In Service			
1610	2016	5/1/2016			Ford	F250	Crew Cab	1FT7W2B67GED00318	XI2792	In Service	96905.7	98264	1358.3
1611	2016	4/1/2016	1/18/2024	\$12,333.00	Ford	Explorer	SUV	1FM5K8B86GGC91621	XH7394	In Service		62029	62029
1710	2017	4/1/2016	1/18/2024	\$10,125.00	Ford	Escape	SUV	1FMCU9GD1HUA29652	XH7393	In Service		81844	81844
1910	2019	1/5/2019		\$50,578.15	John Deere	5075E	Box Blade	1PY5075EAKK409946		In Service	1439.6	1454	14.4
2110	2021		4/26/2021	\$55,425.92	Kubota	M6S111D	Tractor	KBUMJBDCPM1C52531		In Service	826.1	1090	263.9
2210	2022		5/4/2022		Caterpillar	450		CAT00450ADYN00320		In Service	1170.7	1313	142.3
2211	2022		7/5/2022	\$147,061.74	John Deere	620G	Grader	1DW620GXPPF716840		In Service	2665.1	4172	1506.9
2212	2022	2/23/2022			Novae, LLC	Trailer	Duel Axle	5JW2D1626N4365322	78BXTM	In Service			
					John Deere		Loader	T0710GX935028		Auction	O/S	O/S	

Work Order #	Source Location	Work requested	Title	Completed
00210	B ROAD	Please remove sign located in the ROW on B Rd - Picture attached	Sign removal	10/02/2023 11:37:00 AM
00229	161st TER N	Resident called in - Please fill & grade 161st Terr	Resident Concern	10/05/2023 01:56:00 PM
00242	C Rd	Clean culvert on C Rd	Culvert Maintenance	10/05/2023 02:15:00 PM
00013	245 w d rd	Please complete the maintenance on the grader and change the oil and filters to return it to Dobbs	Oil and filter replacement on Grader JD 620(old)	10/10/2023 03:08:00 PM
00035	North rd	Please grade North Road between F Rd. and G Rd.	Road Grading	10/10/2023 03:08:00 PM
00077	22nd RD	Please fill, grade and clean out the drainage ditch as needed	Fill, grade and check drainage ditch	10/10/2023 03:09:00 PM
00055	WEST 'G' RD	Plas repair the canal bank and the berm along the West canal bank of West 'G' Rd.	Repair canal bank and berm	10/10/2023 03:10:00 PM
00172	3571 d rd	Please fill and Grade the ENTIRE ROAD.	Please fill and Grade the ENTIRE ROAD	10/10/2023 03:10:00 PM
00034	NORTH FOLSOM	Please grade N. Folsom to 25th St. N	Road Grading	10/10/2023 03:11:00 PM
00094	APRIL DR	Please fill and grade April Dr.	Please fill and grade Rd	10/10/2023 03:11:00 PM
00101	22ND CT N	Please repair, fill & grade on 22nd Ct N. off Folsom (add material if needed)	Repair, fill, & grade	10/10/2023 03:14:00 PM
00115	Okeechobee Blvd	Please install (3) Signs on the trash cans located on Okeechobee Blvd	Install Signage	10/10/2023 03:19:00 PM
00194	24th Ct	Please clean out culvert(s) on 24th Ct - as per residents complaint of flooding up to the driveways Please reference Wo on activity log, Ty!	Culvert Maintenance	10/10/2023 03:20:00 PM
00214	13667 edith rd	Please finish filling and grading Edith Rd	Fill and grade the end of Edith rd	10/10/2023 03:23:00 PM
00147	e road and southern blvd	Please fill and grade E rd near Southern blvd	Fill and grade road	10/10/2023 03:25:00 PM
00126	22nd RD	Please clear draining ditch of 22nd Rd off C (C Rd to Okee/22nd) - Managers office received a call from Connie Bell	Maintenance (ATTN LINDA)	10/10/2023 03:30:00 PM
00209	24th CIR NORTH (off C rd)	Please fill and grade 24th Cir N	Fill and grade 24th Cir N.	10/10/2023 03:32:00 PM
00100	43rd Rd.	Please install a new road sign (43rd N) at the intersection of 145th & 43rd.	Road Sign Installation	10/11/2023 10:58:00 AM
00178	Valencia Dr	Website report: (see attached for further details) Please fill & repair potholes & grade Valencia Dr. Please address sign post, it is damaged & sign is missing. Resident also mentions exposed utility cables, possibly an issue for the utility company.	Road repairs & grading	10/11/2023 02:17:00 PM
00500	Casey Rd.	Cleaned the ditch on Casey Rd	Worked on Casey Rd	11/28/2023 09:33:00 AM
00359	Casey Rd.	Check Equip. Kubota and Crease transport cut back on Casey Rd	Check Equip. Kubota & Crease transport on Casey Rd	11/28/2023 10:00:00 AM
00360	155 F Rd		Meeting at Town Hall	11/28/2023 10:09:00 AM
00361	Casey Rd (Folsom & F Rd)	Hedged at Casey Rd. (near Folsom cut back on F Rd)	Hedged at Casey Rd.	11/28/2023 10:13:00 AM
00351	Casey Rd.	Clean and brush out out ditch on Casey Rd	Clean and brush out out ditch on Casey Rd	11/28/2023 01:38:00 PM
00352	245 w d rd	Hauled 2 trailer load of brushes back to the yard	Hauled load of brush back to the yard	11/28/2023 01:40:00 PM
00499	245 w d rd	Fueled the backhoe and cleaned up on the yard	Fueled the backhoe & cleaned up on the yard	11/28/2023 01:57:00 PM
00362	245 w d rd	Check Equipment Kubota	Check Equip Kubota	11/29/2023 10:23:00 AM
00363	D Rd to North 21St Rd	Flogged on D Rd and Mowed Canal on D Rd (From North 21st Rd)	Flogged and Mowed canal on D Rd	11/29/2023 10:30:00 AM
00364	West Bank	Hedged on West Bank	Hedged on West Bank	11/29/2023 10:43:00 AM
00365	B Rd and North Rd	Sight Distance, cut and mowed on B Rd and North Rd	Sight Distance, cut and mowed on B Rd & N Rd	11/29/2023 10:53:00 AM

Work Order #	Source Location	Work requested	Title	Completed
00314	F RD	Fixed wash out at Folsom & Compton / Stood up cones on Collecting Canal / Cleaned out & Fixed man hole cover in the yard / Removed on F Rd / Dag out cones out of collecting canal	Worked at Folsom&Compton / Collecting Canal & F Rd	11/29/2023 12:24:00 PM
00347	Folsom and Compton	Fixed wash out on Folsom Rd and Compton Rd	Fixed wash out on Folsom Rd & Compton Rd	11/29/2023 01:24:00 PM
00348	Collecting canal Rd.	Stood cones up on collecting canal Rd.	Stood cones up on collecting canal Rd.	11/29/2023 01:28:00 PM
00349	245 w d rd	Fixed culvert in the yard	Fixed culvert in the yard	11/29/2023 01:34:00 PM
00350	F RD	Removed fence from F Rd Bank	Removed fence from F Rd Bank	11/29/2023 01:37:00 PM
00495	Folsom Rd	Fixed the wash out on Folsom Rd	Fixed the wash out on Folsom Rd	11/29/2023 01:50:00 PM
00496	245 w d rd	Fixed cover on the yard	Fixed cover on the yard	
00497	Collecting canal	Fixed the cone on Collecting canal	Fixed the cone on Collecting canal	11/29/2023 01:53:00 PM
00498	F RD	Took the fence out on F Rd	Took the fence out on F Rd	11/29/2023 01:55:00 PM
00367	245 w d rd	Checked Scada (Load tools in truck)	Checked Scada in truck	11/30/2023 10:56:00 AM
00368	B Rd and Southern Blvd to Horse Trail	Cleaned medium and picked up trash on B Rd and Southern to Horse trail.	Cleaned on B Rd & Southern to Horse trail	11/30/2023 11:02:00 AM
00369	B Rd and Okeechobee Blvd	Cuted back trees (Braches blocking sight line on Northwest) on B Rd & Okeechobee Blvd	Cuted trees on B Rd & Okeechobee Blvd	11/30/2023 11:08:00 AM
00370	155 F Rd	Bush hog and drop off gas on Town Hall	Bush hog and drop off gas on Town Hall	11/30/2023 11:19:00 AM
00371	B Rd and Collecting Canal	Transport to B Rd and Collecting Canal (7 mi)	Transport to B Rd & Collecting Canal	11/30/2023 11:30:00 AM
00372	B Rd and Horse Trail	Bush hog by college on B Rd and some by horse trail	Bush hog on B Rd and some horse trail	11/30/2023 11:32:00 AM
00373	B Rd, Collecting Canal and Okeechobee Blvd	Bush Hog on B Rd & Collecting Canal to Okeechobee Blvd	Bush Hog on B Rd, Collecting Canal & Okeechobee	11/30/2023 11:36:00 AM
00374	B Rd, North Rd and Collecting canal	Bush hog on B Rd and Collecting Canel to North Rd	Bush hog on B Rd, Collecting Canel & North Rd	11/30/2023 11:39:00 AM
00375	245 w d rd	Vacuum tractor, Fuel, Started equipment inventory for month and paperwork at the yard	Vacuum, Fuel, paperwork & Equip inventory the yard	11/30/2023 11:44:00 AM
00313	Town Hall area, D Rd & South C Rd	Removed bushes, Cleaned Dumpster area, Blew off dirt on D Rd at Town Hall / Dumped dirt South C Rd from Town Hall	Cleaned Town hall (D Rd) / Dumped dirt South C Rd	11/30/2023 12:16:00 PM
00346	155 F Rd	Remove bushes, cleaned the road (in front of office), fixed the fence and cleaned out garbage around dumpster area at the Town Hall	Remove, cleaned and fixed fence on Town Hall	11/30/2023 01:19:00 PM
00490	155 F Rd	Pulled all the plant at Town Hall	Pulled all the plant at Town Hall	11/30/2023 01:39:00 PM
00491	245 w d rd	Worked and Cleaned the dumpster at the yard	Worked and Cleaned the dumpster at the yard	11/30/2023 01:44:00 PM
00492	F RD	Cleaned on F Rd	Cleaned on F Rd	11/30/2023 01:45:00 PM
00493	245 w d rd	Brought all the debris to the yard	Brought all the debris to the yard	11/30/2023 01:46:00 PM
00494	3508 N A Rd	Brimmed 4 cones to 3508 North A Rd	Brimmed 4 cones to North A Rd	11/30/2023 01:48:00 PM
00343	155 F Rd	Check the irritation system at City Hall	Check the irritation system at City Hall	12/01/2023 01:05:00 PM
00344	245 w d rd	Clean and Filled the dumpster on the yard	Clean and Filled dumpster on the yard	12/01/2023 01:12:00 PM
00345	F Rd and N E Rd	Pickup tire and take out 20 tires in canal on F Rd and North E Rd	Pickup & take out tires in canal on F Rd & N E Rd	12/01/2023 01:14:00 PM
00376	245 w d rd	Checked Scada & Kubota at the yard	Checked Scada & Kubota at the yard	12/04/2023 11:57:00 AM
00377	A Rd, Collecting Canal, Okeechobee Blvd and North	Mowed A Rd, Collecting Canal, Okeechobee Blvd and North Rd	Mowed A Rd, Collecting Canal, Okeechobee & N Rd	12/04/2023 12:00:00 PM
00312	North Rd, A Rd, Collecting and D Rd	Slope mower from North Rd on A Rd to collecting canal / pass from A Rd and collecting to D Rd and collecting canal.	Slope mower N Rd, A Rd, collecting canal and D Rd	12/04/2023 12:10:00 PM
00378	161st Terrace N Rd, Corner and North Rd	Mowed on 161st Terrace N Rd, Corner to North Rd	Mowed on 161st Ter N, Corner & N Rd	12/04/2023 12:19:00 PM
00379	245 w d rd	Paperwork, Map and Mowed report at the yard	Paperwork, Map & Mowed report at the yard	12/04/2023 12:20:00 PM
00487	A Rd	Bushed hog A Rd (South to North)	Bushed hog A Rd (South to North)	12/04/2023 01:33:00 PM

	Source Location	Work requested	Title	Completed
00488	C Rd	Bushed hog on C (South to North)	Bushed hog on C (South to North)	12/04/2023 01:36:00 PM
00489	Collecting canal	Picked up all the cone on Collecting canal	Picked up all the cone on Collecting canal	12/04/2023 01:37:00 PM
00311	W D RD	Slope B mower from Rd and North Rd to B Rd and collecting canal / Safety meeting / Loaded & Delivered 5 mini dumps to F Rd & 11th lane of base rock / Slope mower on West D Rd	Slope B Rd & N Rd & W D Rd/Loaded F Rd & 11th lane	12/05/2023 12:00:00 PM
00381	A Rd, Okeechobee Blvd and 1600 Block	Hedged and Mowed on A Rd, Okeechobee Blvd to 1600 Block and Heavy Brush on Canal	Hedged, Mowed & Brush on A Rd, Okee Block & Canal	12/05/2023 12:29:00 PM
00341	245 w d rd	Plant trees and put the light up at Town Hall office	Plant Trees & Put Light up at Town Hall	12/05/2023 12:59:00 PM
00342	Casey Rd.	Clean out ditch on Casey Rd	Clean out on Casey Rd	12/05/2023 01:03:00 PM
00481	155 F Rd	Fixed the light at Town Hall	Fixed the light at Town Hall	12/05/2023 01:12:00 PM
00482	155 F Rd	Fixed the light at Town Hall	Fixed the light at Town Hall	12/05/2023 01:13:00 PM
00483	Collecting canal	Picked up the cone on Collecting canal	Picked up the cone on Collecting canal	12/05/2023 01:16:00 PM
00484	West G Rd	Picked up the sign on West G Rd	Picked up the sign on West G Rd	12/05/2023 01:19:00 PM
00485	Casey Rd.	Cleaned up on Casey Rd	Cleaned up on Casey Rd	12/05/2023 01:23:00 PM
00486	245 w d rd	Brought 3 loads of debris to the yard	Brought 3 loads of debris to the yard	12/05/2023 01:23:00 PM
00382	A Rd, Okeechobee Blvd and 1600 Block	Continue hedged and mowed on A Rd, Okeechobee Blvd to 1600 Block and heavy brush on canal	Cont.Hedged, mowed & Brush A Rd, Okee & 1600 Block	12/05/2023 01:26:00 PM
00383	245 w d rd	Transport, paperwork and Log on the yard	Transport, paperwork & Log on the yard	12/05/2023 01:31:00 PM
00310	FOLSOM RD CANAL	Cleaned trees out of easement on Folsom canal	Cleaned trees of easement on Folsom canal	12/06/2023 11:58:00 AM
00338	Casey Rd.	Clean out Ditch and Hauled 5 load of woods on Casey Rd	Clean out and Hauled woods on Casey Rd	12/06/2023 12:17:00 PM
00340	Folsom Rd	Pickup 1 load of tires on Folsom Rd by school	Pickup tires on Folsom Rd	12/06/2023 12:56:00 PM
00477	Collecting canal	Picked up all the cone on collecting canal	Picked up all the cone on collecting canal	12/06/2023 12:57:00 PM
00478	Casey Rd.	Worked, cleaned and picked up trash on Casey Rd.	Worked, cleaned and picked up trash on Casey Rd.	12/06/2023 12:59:00 PM
00479	245 w d rd	Picked up 6 loads of debris on the yard	Picked up 6 loads of debris on the yard	12/06/2023 01:06:00 PM
00480	Folsom Rd	Picked up tires on Folsom Rd	Picked up tires on Folsom Rd	12/06/2023 01:07:00 PM
00384	245 w d rd	Check Scada and Equipment Kubota at the yard	Check Scada & Equip Kubota at the yard	12/06/2023 01:45:00 PM
00385	A Rd, Okeechobee Blvd, 1400 block and A Canal	Transport and Hedged A Rd, Okeechobee Blvd, 1400 block and A Canal	Transport & Hedged A Rd, Okee, 1400 block & Canal	12/06/2023 01:51:00 PM
00386	A Rd, Okee Blvd & 1400 to 1000 block on canal	Continue hedged A Rd, Okeechobee Blvd and 1400 block to 1000 block on Canal	Cont. hedged A Rd, Okee & 1400 to 1000 block Canal	12/06/2023 01:52:00 PM
00387	245 w d rd	Transport, Paperwork and Mapt log on the yard	Transport, Paperwork & Mapt log on yard	12/06/2023 01:56:00 PM
00458	245 w d rd	Checked Scada and Equip, Cleaned motor, Greased tractor and cleaned full of fibers and dust at the yard	Checked Scada, Cleaned motor etc. at the yard	12/07/2023 10:20:00 AM
00459	A canal, 1000 Block & Southern Blvd	Hedged on A canal (1000 Block to Southern Blvd)	Hedged on A canal (1000 Block to Southern Blvd)	12/07/2023 10:27:00 AM
00460	A canal	Continue hedged on A Canal	Continue hedged on A Canal	12/07/2023 10:32:00 AM
00309	North Rd to 40th St - G Square	Cut branches & Slope Mowed on easement of Persevere on North Rd, 40th St & G Square	Cut branches/Slope Mowed North Rd, 40th St&G Squar	12/07/2023 11:40:00 AM
00335	D Rd and Okeechobee Blvd	Pickup 1 load of debris at D Rd and Okeechobee Rd / Clean up, cut, brush and hauled 3 load of debris at Southern Blvd and A Rd / Hauled 16 rolls of sod from sod farm and filled dumpster with debris	Work at D Rd, Okeechobee Rd, Southern Blvd & A Rd	12/07/2023 11:53:00 AM
00326	Casey Rd.	Work on Casey Rd / Clean, Cut the trees and bring 3 load of debris on A Rd to the yard /Brimming North E Rd / fix all the cone to Collecting canal	Work on Casey Rd, A Rd, N E Rd & Collecting canal	12/07/2023 01:58:00 PM
00334	Casey Rd.	Filled up Dumpster with debris / Lay 13 load of sod to West E Rd / Clean out ditch on Casey Rd	Lay sod to W E Rd / Clean Casey Rd etc.	12/08/2023 10:57:00 AM
00336	West E Rd	Lay 13 rolls of sod on West E Rd	Lay sod on West E Rd	12/08/2023 11:54:00 AM

	Source Location	Work requested	Title	Completed
00337	Casey Rd.	Clean out ditch on Casey Rd	Clean out on Casey Rd	12/08/2023 12:10:00 PM
00339	North E rd	Filled up dumpster with debris on North E Rd	Filled up dumpster with debris on N E Rd	12/08/2023 12:21:00 PM
00325	north c rd	Work (Lay 13 load of sod, Water the sod) on North C Rd / Pickup cone from collecting canal / pick up the cone from police	Work on N C Rd / Pickup cone from collecting canal	12/08/2023 01:52:00 PM
00453	245 w d rd	Checked Equip Kubota, Fueled Kubota and made paperwork for Sunday and faxed at the yard	Checked Equip Kubota, paperwork at the yard	12/11/2023 09:57:00 AM
00454	A canal	Hedged canal overgrowth back on Westside of canal to Southern at A canal	Hedged canal on West to South at A canal	12/11/2023 10:02:00 AM
00455	North rd	Mowed on N Rd	Mowed on N Rd	12/11/2023 10:09:00 AM
00456	A Rd, Southern Blvd & Okeechobee Blvd	Sloped and 1 passed on A Rd, Southern Blvd to Okeechobee Blvd	Sloped & 1 passed on A Rd, Southern to Okeechobee	12/11/2023 10:12:00 AM
00457	245 w d rd	Cleaned tractor and engine with air hose and mower deck, Rinsed off, paperwork, map and mowed log at the yard	Clean tractor, paperwork, map & mow log at yard	12/11/2023 10:16:00 AM
00308	A, B, South E Rd and Southern Blvd	Slope mowed from B Rd to A Rd on South Side of collecting canal 2 passes, East Side from collecting canal to Southern Blvd 3 passes / Cut back branches on West Side of South E Rd and then picked up & Returned tractor to John Deere & removed heavy debris from dumpster	Slope mowed on B Rd, A Rd, Southern Blvd & S E Rd	12/11/2023 11:27:00 AM
00356	D Rd and Bridge Rd to Southern Blvd	Check Equipment and mowing on D Rd and Bridge Rd to Southern Blvd (Westside of Canal)	Check Equip&mowing on D Rd & bridge Rd to Southern	12/12/2023 09:21:00 AM
00357	155 F Rd	Insurance meeting at Town Hall	Meeting at Town Hall	12/12/2023 09:49:00 AM
00305	B Rd and North Rd	Cleaned, cut branch out of easement and bush hogged on B Rd & North Rd	Cleaned, Cut easement &bush hogged B Rd & North Rd	12/12/2023 10:08:00 AM
00333	245 w d rd	Work around the shop (Cut the grass) / Picking up the garbage	Work around the shop (Cut grass / Cleanup)	12/12/2023 10:54:00 AM
00307	South West D Rd	Cut grass & weedeated around yard / Safety meeting with Christmas party on lunch time / Ran 4 loads from minidump to SW D Rd and trimmed trees	Cut grass, weedeated yard/Trimmed trees SW D Rd	12/12/2023 11:07:00 AM
00324	TANGERINE DR	Bring 4 pipes to North E Rd / Bring 4 load of dirt to Tangerine Rd / meeting at Town Hall / Clean the yard	Bring pipes to N E Rd/Load dirt to Tangerine Rd	12/12/2023 01:47:00 PM
00332	E Rd and North Rd	Hauled Junk from E Rd & Okeechobee to yard / Hauled 3 load of Dirt from E Rd & Okeechobee to South C Rd / Hauled 3 load of Dirt from E Rd & North Rd to South C Rd / Hauled load of dirt from E Rd & North Rd to South C Rd and Cleanup South C Rd	Cleanup E Rd, North Rd & Okeechobee to South C Rd	12/13/2023 10:16:00 AM
00306	A Rd	Pick up roller from E Rd & North Rd to Rolled W D Rd, Pineapple, Tangerine, Temple &6Ct N and then bush hogged 2 passes down A Rd canal from Southern to Okeechobee West Side.	Rolled W D Rd, Pineapple, Tangerine, Temple &6Ct N	12/13/2023 10:58:00 AM
00323	North E rd	Work on N E Rd / Brims 7 loaded on North C and South C Rd / Clean up the yard / Pickup the cone on Collecting canal	Work on N E Rd/Brims on N C and S C Rd	12/13/2023 01:46:00 PM
00353	245 w d rd	Equip check Kubota and check Manuel service at the yard	Equip check Kubota & Manuel service at the yard	12/13/2023 01:46:00 PM
00354	C rd and Okeechobee to N Rd	Mowing and slope in 3mi on C Rd and Okeechobee to North Rd	Mowing & slope on C Rd & Okeechobee to N Rd	12/13/2023 01:53:00 PM
00355	C rd and Okeechobee to N Rd	Continue mowing on C Rd and Okeechobee to N Rd	Cont. mowing on C Rd & Okeechobee to N Rd	12/13/2023 02:00:00 PM
00331	B rd, North Rd and Canal Bank	Cleanup B Rd., North Rd. and Canal Bank / Remove & Brush trees from canal bank / Hauled 2 load of brushes	Cleanup B Rd., North Rd. and Canal Bank	12/14/2023 09:53:00 AM

	Source Location	Work requested	Title	Completed
00322	B Rd and North Rd	Cleanup B Rd & North Rd / Safety meeting / Cleanup and Brims & Loaded of debris to the yard	Cleanup B Rd & North Rd / Safety meeting	12/14/2023 01:18:00 PM
00330	B Rd and North Rd	Cleanup on B Rd, North Rd and Bank Cannel / Hauled the trees from Bank canal (3 load of them) to the yard	Cleanup on B Rd, North Rd and Bank Cannel	12/15/2023 09:48:00 AM
00321	B ROAD	Work on bank of B Rd / Cut, Cleanup trees on B Rd /Bring 3 Loaded of debris to the yard	Cut,Cleanup trees on B Rd/Loaded of debris to yard	12/15/2023 01:17:00 PM
00304	A Rd	Remove hydraulic hose from Slope mower to make hose, rubber & replaced back to Slope mower / Went to Napa auto part store and bought def fluid and back to shop and then loaded dumpster / For Mow A Rd canal, Bush hog needs to be fixed then loaded dumpster again.	Remove hydraulic hose, rubber & replaced/Mow A Rd	12/18/2023 09:56:00 AM
00439	245 w d rd	Work Kubota and Scada in the yard	Work Kubota and Scada in the yard	12/18/2023 01:37:00 PM
00440	C Rd (2140 to 3701)	1 pass sloped Canal on C Rd (2140 to 3701)	1 pass sloped Canal on C Rd (2140 to 3701)	12/18/2023 01:43:00 PM
00441	C Rd (3701 to Okeechobee Blvd)	1 pass sloped Road on C Rd (3701 to Okeechobee Blvd)	1 pass sloped Road on C Rd (3701 to Okeechobee)	12/18/2023 01:44:00 PM
00442	C Rd, North C Rd & Okeechobee Blvd	Sloped 1 pass Rd on C Rd, North C Rd to Okeechobee Blvd	Sloped 1 pass Rd on C Rd, N C Rd to Okeechobee	12/18/2023 01:47:00 PM
00443	C Rd, Okeechobee Blvd & Gruber Ln	Sloped canal on C Rd from Okeechobee Blvd to Gruber Ln	Canal mowing on C Road from Okee Blvd to Gruber Ln	12/18/2023 01:52:00 PM
00444	W C Rd, S of Forest Ln & Gruber Ln	3 pass canal on W C Rd, S of Forest Ln to Gruber Ln	3 pass canal on W C Rd, S of Forest Ln to Gruber	12/18/2023 01:57:00 PM
00445	245 w d rd	Transport and Paperwork at the yard	Transport and Paperwork at the yard	12/18/2023 02:01:00 PM
00329	B Rd and North Rd	Work canal bank on B Rd & North Rd / Cleaned brush off canal bank / Hauled 5 load of brush to the shop	Work canal bank on B Rd&N Rd / Cleaned Bruslt off	12/19/2023 09:47:00 AM
00303	NORTH B RD	Trimmed back trees on North B Rd.	Trimmed back trees on North B Rd.	12/19/2023 09:52:00 AM
00320	North E rd	Clean, Cut trees & 5 Loaded of debris on North E Rd / Brims them to the yard	Clean, Cut trees & Loaded of debris on North E Rd	12/19/2023 01:10:00 PM
00430	245 w d rd	Equip checked Kubota at the yard	Equip checked Kubota at the yard	12/19/2023 01:13:00 PM
00431	C Rd, Forest Ln & Gruber Ln	1 Pass berm on C Rd, Forest Ln to Gruber Ln	1 Pass berm on C Rd, Forest Ln to Gruber Ln	12/19/2023 01:15:00 PM
00432	C Rd, Gruber Ln & Collecting Canal	1 pass sloped on C Rd, Gruber Ln to Collecting Canal	1 pass sloped on C Rd, Gruber to Collecting Canal	12/19/2023 01:18:00 PM
00433	245 w d rd	Checked tractor and paperwork at the yard	Checked tractor and paperwork at the yard	12/19/2023 01:22:00 PM
00434	155 F Rd	Dropped off paperwork at Town Hall, Picked Up Palm Fronds to put in dumpster.	Dropped off paperwork & Picked Up at Town Hall	12/19/2023 01:22:00 PM
00435	D Rd and Okeechobee Blvd	Transport Palm Fronds to D Rd and Okeechobee Blvd	Transport Palm Fronds to D Rd and Okeechobee Blvd	12/19/2023 01:27:00 PM
00436	D Rd, Okeechobee & Gruber Ln	2 pass on D Rd, Okeechobee to Gruber Ln	2 pass on D Rd, Okeechobee to Gruber Ln	12/19/2023 01:30:00 PM
00437	W D Rd, Bunny Ln & Gruber Ln)	2 pass W D Rd, Gruber Ln to Bunny Ln	2 pass W D Rd, Gruber Ln to Bunny Ln	12/19/2023 01:32:00 PM
00438	D Rd, Gruber Ln & Bridge	1 pass to D Rd, Gruber Ln to Bridge	1 pass to D Rd, Gruber Ln to Bridge	12/19/2023 01:34:00 PM
00328	C Rd	Clean up Bruslt on C Rd and Hauled 3 loaded of them out / Meeting	Cleanup on C Rd / Meeting	12/20/2023 09:26:00 AM
00302	north c rd	Cut back trees on canal bank on North C Rd.	Cut back trees on canal bank on North C Rd.	12/20/2023 09:46:00 AM
00421	C Rd, Collecting Canal & N Rd	Trimmed on C Rd, Collecting Canal, N Rd and Daryl's area	Trimmed on C Rd, Collecting Canal, N Rd & Daryls'	12/20/2023 12:22:00 PM
00422	245 w d rd	Checked Kubota tractor, greased boom and turned table at the yard	Checked Kubota tractor, greased boom etc. at yard	12/20/2023 12:29:00 PM
00423	D Rd, Collecting Canal to Bridge	Sloped 1 pass on D Rd, Collecting Canal to Bridge	Sloped 1 pass on D Rd, Collecting Canal to Bridge	12/20/2023 12:34:00 PM
00424	B Rd and North Rd	Transport to B Rd and N Rd (Cut canal bank)	Transport to B Rd & N Rd (Cut canal bank)	12/20/2023 12:44:00 PM
00425	B Rd, 3700 Block to North Rd	Mowed B Rd, 3700 Block to North Rd	Mowed B Rd, 3700 Block to North Rd	12/20/2023 12:47:00 PM

	Source Location	Work requested	Title	Completed
00426	245 w d rd	Transport to the yard and paperwork	Transport to the yard and paperwork	12/20/2023 12:49:00 PM
00427	155 F Rd	Meeting at Town Hall	Meeting at Town Hall	12/20/2023 12:58:00 PM
00428	W D Rd, Bunny Ln & Gruber Ln)	Overgrown picked up excess put on side and mulch on W D Rd (Bunny Ln to Gruber Ln)	Overgrown picked up excess & mulch on W D Rd	12/20/2023 01:01:00 PM
00429	245 w d rd	Blew out air filter motor 4 Deck on Tractor, swept cab and paperwork at the yard	Cleaned out tractor & Paperwork at the yard	12/20/2023 01:09:00 PM
00319	C Rd and Town hall	Cleanup C Rd and cut back trees on bank /Bring 3 loaded to the yard / Meeting at Town Hall	Cleanup C Rd / Loaded the yard / Meeting Town Hall	12/20/2023 01:10:00 PM
00327	North E rd	Hauled 5 load of sods (25 Rolls) from farm to North E Rd	Hauled sods from farm to North E Rd	12/21/2023 09:11:00 AM
00417	245 w d rd	Checked Kubota at the yard	Checked Kubota at the yard	12/21/2023 12:11:00 PM
00418	D Rd, North Rd and 40th St N	Mowed on D Rd, 3700 Block and 25 PI N (3 pass)	Mowed on D Rd, 3700 Block and 25 PI N	12/21/2023 12:13:00 PM
00419	D Rd, 3800 Block & 25 PI N	Continue mowed on D Rd, 3800 Block to 25 PI N (Canal 4 road & 3 Pass Canal)	Cont. mowed on D Rd, 3800 Block to 25 PI N	12/21/2023 12:17:00 PM
00420	245 w d rd	Fueled tractor, Swept out and Rinsed off at the yard	Fueled tractor, Swept out & Rinsed off at the yard	12/21/2023 12:20:00 PM
00318	North E rd	Pink up 25 Rolls sod & brims ins at North E Rd / Clean the Yard / Pick gator at John Deer shop	brims ins at N E Rd/Clean Yard/pick gator at shop	12/21/2023 12:54:00 PM
00301	North E rd	Layed 24 rolls of sod on North E rd cannel and berm.	Layed 24 rolls of sod on North E rd cannel & berm	12/27/2023 09:36:00 AM
00412	245 w d rd	Equipped maint.& Check Kubota (replaced with new part & Hardware etc.) at the yard	Equipped maint.& Check Kubota at the yard	12/27/2023 11:31:00 AM
00413	3160 D Rd & 34 PI	Hedged and Mowed on D Rd (3160 D Rd to 34 PI)	Hedged & Mowed on D Rd (3160 D Rd to 34 PI)	12/27/2023 11:31:00 AM
00414	D Rd, North Rd and 40th St N	Hedged and Mowed on D Rd, North Rd and 40th St N	Hedged and Mowed on D Rd , North Rd & 40th St N	12/27/2023 11:38:00 AM
00415	N 145 Ave, North Rd & N 43rd Rd	2 pass on N 145 Ave, North Rd and N 43rd Rd	2 pass on N 145 Ave, North Rd and N 43rd Rd	12/27/2023 12:05:00 PM
00416	D Rd & 27th Ln N	Bushed hog on D Rd, 27th Ln N to Fripp	Bushed hog on D Rd, 27th Ln N to Fripp	12/27/2023 12:06:00 PM
00317	E RD	Lay 24 Rolls of sod on North E Rd and E Rd	Lay 24 Rolls of sod on North E Rd and E Rd	12/27/2023 12:50:00 PM
00300	E Rd and N Rd	Trailer Picked up Scrap Pieces of grass & back bladed it on E Rd. & N Rd. / Changed Oil in Bush hog (Around Yard) / Cleaned Larry's old Truck / Cleaned backhoe / Removed & disposed of 12 signs on B Rd & Southern Blvd.	Picked up Scrap Pieces of grass, Washed truck etc.	12/28/2023 09:15:00 AM
00411	245 w d rd	Work at the shop all day (Cleaned, Washed, Cleaned Equip, changed the oil, Vacuumed, detailed indoor, Charged Hyd. filter & Air filter, Cleaned engine compartment and cleaned around the shop)	Work at the shop all day	12/28/2023 11:21:00 AM
00316	245 w d rd	Work in the yard / Service all the equipment / Cleanup, Change oil & Grease the machine	Work, Service, Cleanup, Change oil & Grease machine	12/28/2023 12:44:00 PM

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To: Loxahatchee Groves Town Council
Francine Ramaglia, Town Manager

From: Tara Bamber, P.E., Town Engineer

Subject: Quarterly Report – Oct. 1 to Dec. 31, 2023

Date: January 22, 2024

Below is a condensed version of the work that Engenuity Group, Inc. provided within October 1st to December 31st as the Town Engineer.

- 1. Land Development Fee-Based Applications: Total projects 31**
 - a. Site Development **23**; Approvals **10**
 - b. Right of Way **3**
 - c. Project Closeout **3**
 - d. Pre-Construction **2**
- 2. Code Compliance: Cases 3**
- 3. Construction Assistance/Pre-App: 3**
- 4. Assistance with Drainage (without permits) projects: 1**
- 5. Water Use Program Initiation: Meetings; Process Research; Documents**
- 6. Townwide Resiliency Vulnerability Assessment: Meeting**
- 7. Development Review Committee: Meetings**
- 8. General Services:**
 - a. Permit submittals for Culvert Replacements: **2**
 - b. Assistance with Drainage RFP
 - c. Assistance with Culvert Permit Agreement
 - d. Quarterly Report & Council Meeting

Surface Water Management System Assessment

A signed agreement has been received from FDEP under the Resilient Florida Grant Program. The first required grant program Quarterly Progress Report has been submitted to FDEP

Task 1

A kickoff meeting was held with consultants and Town staff to discuss the grant program requirements, timeline, activities, and deliverables.

Task 2

A DRAFT letter of invitation and tentative membership list have been prepared for a Steering Committee to provide technical guidance during the assessment and reporting process.

Task 4

The first round of collaborative field survey and data collection (Grant Task 4) is in progress.

Stormwater assets to be surveyed include:

- Pipes/ culverts >6" in diameter
- Span bridge locations
- Targeted topographic cross-sections of canals and adjacent roadways

A first review of sample data sets for each asset classification has been reviewed for quality control and conformance to the intent of final deliverables. Successful test runs of the initial data have been completed for digital surface modeling and use in a GIS system for generation of maps and exhibits.

Other Funding and Appropriations

A progress report has been submitted for appropriations from the State for funding assistance with the installation of additional stormwater management features dedicated to extending the useful life of (and protecting public investments in) the Town's local roadway system.

Randy Wertepny

Keshavarz & Associates, Inc.

Tel: (561) 689-8600

Mob: (561) 329-8762



155 F Road Loxahatchee Groves, FL 33470

QUARTERLY REPORT: October – December 2023

Town Planning Consultant
Jim Fleischmann

- A. Planner on Call Telephone and Email Responses: 86 Phone and/or email responses** to Owners (25), Potential Buyers, (16), Realestate Agents (21), and Agents/Consultants (24). Topics included a large variety. Topics with several inquiries included: Equestrian PUD; Vegetation Removal Permits; Landscape Maintenance Business; Accessory Dwellings/Tiny Homes; Fence Requirements and Setbacks; Shooting Range; RV/Mobile Homes.
- B. Fee-Based Applications: 27:** Clearing Exemption – **9**; Clearing Waiver – **3**; Clearing Exemption and Waiver – **1**; Lot Combination/Split – **6**; Address Assignment – **2**; Zoning Confirmation Response – **4**; Administrative Site Plan approval – **1**; Sign Permit – **1**.
- C. Cost Recovery Vegetation Removal Permits: 5:** 3556 B Road; 15211 Okeechobee Blvd.; Solar Sports (Groves Town Center - 2); 13961 Okeechobee (\$150/hr)
- D. Planner on Call Meetings:** Manager, Project Coordinator, Attorney, Code Enforcement Directed, and Council Meeting Agenda Items, or Request by Manager to attend meetings with Owners, Potential Buyers, Realestate Agents or Developers: **59.0 hours** (\$125/hr.).
- E. EAR-Based Comp Plan Amendments: 79.05 hours** (\$125/hr.)
- F. Private Sector Cost Recovery Projects \$150/hr):** Brier Comp Plan Amendment; Palm Beach Orthopedic Institute Site Plan; Southern Palms Car Wash Public Information Request

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Node 0 It FY 2024 Quarterly Report – October 1, 2024 – December 31, 2024

- Node 0 IT recently conducted a comprehensive assessment of the hardware requirements for Loxahatchee Groves, a process that involved updating several PCs to enhance efficiency and performance.
- The town's commitment to cybersecurity is noteworthy, with impressive results observed from their participation in KnowBe4 cybersecurity training as seen here:

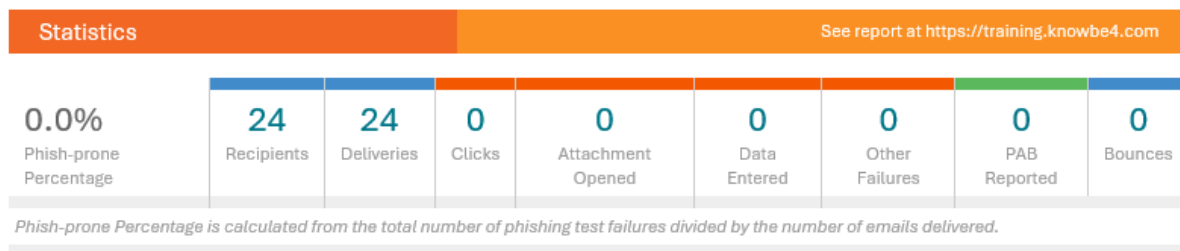
Phishing Security Test Report

01/04/2024 - 01/12/2024

Campaign: Ongoing Campaign 2023

Monthly from category: Social Networking, IT, Government, Current Events, Phishing For Sensitive Information, Business, Human Resources, Reported Phishes of the Week, Mail Notifications, Data Breach, Current Event of the Month, Current Event of the Week

Groups: All users



Phishing Email Sent		See report at https://training.knowbe4.com
Phishing email was sent to 24 recipients. Each recipient received a different email. Go to this Phishing Security Test's users page to see which user received which email.		

- Recognizing the importance of seamless connectivity, Node 0 IT is currently collaborating with Public Works to explore potential upgrades to their network infrastructure and cabling systems, aiming to further optimize operational processes and technology utilization within the community.

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**TORCIVIA, DONLON,
GODDEAU & RUBIN, P.A.**

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Glen J. Torcivia
Lara Donlon
Christy L. Goddeau*
Leonard G. Rubin*

*FLORIDA BAR BOARD CERTIFIED
CITY COUNTY AND LOCAL GOVERNMENT ATTORNEY

Jennifer H.R. Hunecke
Susan M. Garrett
Elizabeth V. Lenihan*
Ruth A. Holmes
Ben Saver
Tanya M. Earley
Daniel Harrell, Of Counsel

January 24, 2024

VIA ELECTRONIC MAIL ONLY

Town Council
Town of Loxahatchee Groves
155 F Road
Loxahatchee Groves, FL 33470

RE: Quarterly Report 2023-2024 Q1

Dear Town Council:

In the 2023-2024 fiscal year, our office continued our representation of the Town as Town Attorney. In this capacity, in the first quarter of the fiscal year, we provided over 438 hours of legal work to the Town, generally comprised of the activities below.

- Attended:
 - 7 Town Council meetings
 - 2 Code Enforcement Special Magistrate Hearings
 - 30 meetings with Council Members, staff, and residents

- Drafted/Reviewed for legal sufficiency, approximately:
 - 19 Resolutions
 - 11 Ordinances
 - 30 Agenda Items/Supplemental staff reports
 - 22 Contracts
 - 12 Code Enforcement cases
 - 27 Development matters
 - 1 Litigation matter
 - 4 Comprehensive Plan matters
 - 3 Competitive solicitations/procurement matters
 - 1 Business Tax Receipt matters

January 24, 2024

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- **Counseled:**
 - Town Manager in personnel matters and legal notices
 - Council Members in Form 6, election, rules of procedure, and ethics matters
 - Town Manager and staff regarding public records requests
 - Staff for Special Magistrate case presentations and testimony

If you have any questions regarding the services provided to the Town by our office as Town Attorney, please contact Glen or Elizabeth at 561-686-8700.

Sincerely,

A handwritten signature in blue ink that reads "Elizabeth V. Lenihan". The signature is written in a cursive style with a clear, legible font.

Elizabeth V. Lenihan



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 8C

TO: Town Council of Town of Loxahatchee Groves
FROM: Francine L. Ramaglia, Town Manager
DATE: February 6, 2024
SUBJECT: Consideration of Resolution No. 2024-09 approving Mass Communication SOW with CivicPlus.

Background:

It was asked by Lakisha Burch along with CPG Agency to move our mass communication to CivicPlus, the reason for this is due to CodeRED continues to present issues - *we are currently not able to notify our community database unless we only use the polygon figure (Not optimal, reliable, and time-consuming)*. This is the temporary solution CodeRED's support team has given us as an alternative to the normal functionality.

CodeRED constantly presents issues that we have to work around. CivicPlus's mass notification system offers us a modern, updated platform that is consistent with all our other web tools. It is a higher price, but I feel it's an investment the town will eventually need to make. CodeRed is becoming outdated and slowly falling behind. Now support is lacking.

Attached you will find:

- Quote for CivicPlus system
- Current CodeRED contract
- Note: Please be aware that this agreement is what we refer to as an "auto-renewal" as well. So, no action needs to be taken for the contract to be renewed for its next term on 07/06/2024. Should the Town of Loxahatchee decide not to renew their subscription you would want to be sure to provide written notice 60days prior to the renewal date of 07/06.

Recommendation:

Move that Town Council approve and adopt **Resolution No. 2024-09** approving mass communication SOW with CivicPlus.

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TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2024-09

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

WHEREAS, on May 7, 2019, the Town Council of the Town of Loxahatchee Groves (“Town”) approved a Master Service Agreement, including a Master Service Agreement and Statement of Work Addendum, with Contractor that allows for various Statements of Work to be added from time to time that include a term and price specific to that Statement of Work (“Agreement”); and

WHEREAS, the parties amended the Agreement on _____ to comply with changes in law; and

WHEREAS, the Town desires to add full supplement subscription and mass communications services to the Agreement through additional Statements of Work; and

WHEREAS, the Town and the Contractor desire to amend the Agreement to include the new Statements of Work and associated pricing; and

WHEREAS, the Town has determined the amendments to the Agreement serve a public purpose.

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

Section 1. The above recitals are hereby adopted as if fully set forth herein.

Section 2. The Town Council of the Town of Loxahatchee Groves, Florida hereby approves the Statement of Work for Full Service Supplement Subscription and the Statement of Work for CivicReady services to be added to the Agreement with CivicPlus, LLC.; and authorizes the Town Manager to execute the documents, as provided.

Section 3. This Resolution shall take effect immediately upon adoption.

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

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
LAURA DANOWSKI, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARIANNE MILES, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS-__ DAY OF _____, 2024.

**TOWN OF LOXAHATCHEE GROVES
FLORIDA**

ATTEST:

Mayor Laura Danowski

Town Clerk

Vice Mayor Robert Shorr

APPROVED AS TO LEGAL FORM:

Councilmember Margaret Herzog

Councilmember Marianne Miles

Office of the Town Attorney

Councilmember Phillis Maniglia

**FIRST AMENDMENT TO MASTER SERVICE AGREEMENT
AND STATEMENT OF WORK ADDENDUM
BETWEEN CIVICPLUS, LLC AND TOWN OF LOXAHATCHEE GROVES**

This First Amendment is made as of the 2nd day of January, 202~~3~~⁴, by and between the **Town of Loxahatchee Groves**, located at 155 F Road, Loxahatchee Groves, FL 33470, a Florida Municipal Corporation (“Client”) and **CivicPlus, LLC., d/b/a CivicPlus**, a Kansas limited liability company authorized to do business in the State of Florida, located at 302 S. 4th Street, Suite 500, Manhattan, KS 66502 (“CivicPlus”).

This First Amendment sets forth additional terms and conditions to or amendments to the terms and conditions of the Master Services Agreement and Statement of Work Addendum (“Addendum”). The terms of this First Amendment shall be deemed to amend, modify, supplement, replace, and/or supersede (as applicable) any inconsistent provisions in the Addendum, to the extent of the inconsistency. The parties agree as follows:

1. Section 1 “Additional Terms” of the Addendum is hereby amended by adding thereto a new paragraph 43, to read as follows:
 43. Pursuant to Section 448.095(2), Florida Statutes, CivicPlus shall:
 - a. Register with and use the E-Verify system to verify the work authorization status of all newly hired employees and require all subcontractors (providing services or receiving funding under the Contract Documents) to register with and use the E-Verify system to verify the work authorization status of all the subcontractors’ newly hired employees;
 - b. Secure an affidavit from all subcontractors (providing services or receiving funding under this Agreement) stating that the subcontractor does not employ, contract with, or subcontract with an “unauthorized alien” as defined in Section 448.095(1)(k), Florida Statutes;
 - c. Maintain copies of all subcontractor affidavits for the duration of the Agreements and provide the same to Client upon request;
 - d. Comply fully, and ensure all of its subcontractors comply fully, with Section 448.095, Florida Statutes;
 - e. Be aware that a violation of Section 448.09, Florida Statutes (Unauthorized aliens; employment prohibited) shall be grounds for termination of the Agreements; and
 - f. Be aware that if Town terminates the Agreements under Section 448.095(2)(e), Florida Statutes, CivicPlus may not be awarded a contract for at least one (1) year after the date on which the Agreements are terminated

and will be liable for any additional costs incurred by Client as a result of termination of the Agreements.

2. Section 1 “Additional Terms” of the Addendum is hereby amended by adding thereto a new paragraph 44, to read as follows:

44. CivicPlus will defend or settle at its expense a claim or suit brought by a third party against the Client arising out of a claim asserting that the work, services, software, repair, materials or other deliverables (“deliverables” hereafter) provided by CivicPlus under the Agreements (if any) infringes any U.S. copyright or any U.S. patent or misappropriates a trade secret. CivicPlus will indemnify and hold harmless the Client against and from damages, costs, and reasonable attorneys’ fees, if any and at all levels of trial and appeal or mediation or arbitration, finally awarded in such suit or the amount of the settlement thereof; provided that (i) CivicPlus is promptly notified in writing of such claim or suit, (ii) CivicPlus will have the sole control of the defense and settlement thereof, and (iii) Client furnishes CivicPlus, on reasonable request, information available to Client for such defense. The Client will not admit any such claim without prior consent of CivicPlus.

- a. In the event of a claim of infringement, CivicPlus shall, at its option:
1. procure for Client the right to continue using the deliverables provided under the Agreements; or
 2. replace or modify the deliverables so that the same becomes non-infringing but substantially equivalent in functionality and performance.
 3. If neither of the above actions is reasonably feasible, CivicPlus will refund to Client the fee actually paid by Client under the Agreements (as amortized on a straight-line basis over the time in which the Client was able to use the deliverables.
- b. CivicPlus will have no obligation under this section for infringement if and to the extent that such claim arises from:
1. modification of the deliverables other than by CivicPlus or by its recommendation; or
 2. combination of the deliverables with products other than those supplied by CivicPlus;
 3. the alleged infringement or misappropriation relates to such modification or combination; and/or
 4. the specifications or written direction of the Client directs CivicPlus to construct, fabricate or otherwise provide the infringing deliverables, design, apparatus or, article, with CivicPlus’ products, services, or work product.
- c. CivicPlus will also not have any indemnification obligation with respect to a claim: (i) if it has provided Client with reasonable changes that would have avoided the problem and the reasonable changes are not fully implemented by Client within a reasonable time or (ii) arising out use of the deliverables not in accordance with the Agreements.

- d. CivicPlus' obligation to indemnify, defend and hold harmless shall remain in effect and shall be binding upon CivicPlus whether such injury or damage shall accrue, or may be discovered, before or after termination or expiration of the Agreements.
3. Section 1 "Additional Terms" of the Addendum is hereby amended by adding thereto a new paragraph 45, to read as follows:
45. CivicPlus shall procure and maintain and shall cause any subcontractor of CivicPlus to procure and maintain, the minimum insurance coverages listed below throughout the term of the Agreements. Such coverages shall be procured and maintained with forms and insurers acceptable to Client. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- a. Cyber Liability with limits not less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as set forth in the Agreements and shall include, but not be limited to, claims involving data breach, media content, infringement of intellectual property, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with sufficient limits to respond to these obligations.
 - b. CivicPlus shall insure that sub-consultants used under the Agreements, maintain adequate levels of the above-required Insurance.
 - c. Client shall be named as an additional insured on the required insurance coverage.
 - d. CivicPlus' policy shall contribute as primary and non-contributory and shall include a waiver of subrogation.
 - e. Within thirty (30) days of the date of this First Amendment, CivicPlus shall submit to Client a certificate of insurance evidencing the required insurance as stated herein.
4. Section 2 "Amendments" of the Addendum is hereby amended as follows:
- A. MSA #7 is further amended to include the following: "Invoices and payments shall be in accordance with the Local Government Prompt Payment Act."
 - B. MSA #22 is deleted in its entirety and amended to read as follows: "The liability of either party arising out of or related to this Agreement, or any associated SOW, will not exceed the Annual Service Fees under contract between the parties in the year prior to such claim of liability."

- C. MSA #23 is deleted in its entirety and amended to read as follows: “ In no event will either party be liable to the other party for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement.”
- D. MSA #24 is amended to replace “Client” and “CivicPlus” with “either party”.

ALL TERMS AND CONDITIONS OF THE ADDENDUM NOT EXPRESSLY MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be executed as of the day and year set forth above.

TOWN OF LOXAHATCHEE GROVES

ATTEST:

By: _____
Lakisha Burch, Clerk

By: _____
Francine L. Ramaglia, Town Manager

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: _____
Office of the Town Attorney

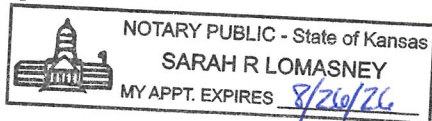
CIVICPLUS, LLC.

By: Amy Vikander
Print Name: Amy Vikander
Print Position: SVP of Customer Success

STATE OF Kansas)
COUNTY OF Riley)

The foregoing instrument was acknowledged before me by means of physical presence this 2nd day of January 2027, by Amy Vikander, as SVP Customer Success of CivicPlus, LLC., a company authorized to do business in the State of Florida, and who is personally known to me or who has produced the following drivers license as identification.

[SEAL]



Notary Public:
Sarah Lomasney



CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
Date:
Customer:

Q-50456-1
9/18/2023 6:47 PM
LOXAHATCHEE
GROVES, FLORIDA

Product Name	DESCRIPTION	QTY	TOTAL
Full-Service Supplementation Subscription	Full Service Supplement Subscription	1.00	USD 1,496.00
Printed Copies and Freight Included – up to [#] copies	Up to 8 copies	1.00	USD 0.00
Semi-Annual Print Supplementation Service Included	Print Schedule - 1, 6	1.00	USD 0.00
Printed Copies and Freight Included – up to [#] copies	Up to 8 copies	1.00	USD 0.00
Semi-Annual Print Supplementation Service Included	Print Schedule - 1, 6	1.00	USD 0.00
Annual Recurring Supplement Services - Initial Term		USD 1,496.00	

1. This Statement of Work (“SOW”) is between Loxahatchee Groves Florida (“Customer”) and CivicPlus, LLC (“CivicPlus”), the acquirer and sole owner of Municode, LLC f/k/a Municipal Code Corporation, and shall be subject to the terms and conditions of the CivicPlus Master Services Agreement dated June 13, 2019, as amended by the Addendum dated June 13, 2019 and the First Amendment to Addendum dated January 2, 2024, and the terms and conditions contained herein (collectively, the “Binding Terms”). The parties agree that once executed, this SOW shall be attached to and become part of the Agreement between the parties. By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

2. This SOW shall begin on 10/1/2023 (“Effective Date”) and all the services provided to Customer listed in the above line items (the “Services”) shall align to renew annually on each anniversary of the Effective Date (“Renewal Date”). Unless terminated, Customer shall be invoiced for the Annual Recurring Services on each Renewal Date of each calendar year subject to 5% annual increase. Customer will pay all invoices within 30 days of the date of such invoice.

Acceptance

By signing below, the parties are agreeing to be bound by the covenants and obligations specified in this SOW. For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>.

IN WITNESS WHEREOF, the parties have caused this SOW to be executed by their duly authorized representatives as of the dates below.

Client

CivicPlus

By:

By:



Name:

Name:

Amy Vikander

Title:

Title:

Senior Vice President of Customer Success

Date:

Date:

Addendum 1

<p>This agreement ("Agreement") is explicitly agreed to by the Customer listed on the Statement of Work. All terms used in this Agreement that are not otherwise defined shall have the definition ascribed to it in the Statement of Work.</p> <p>1. Scope of Services. The Services provided to Customer under this Agreement are set forth in the CivicPlus Statement of Work signed by the parties (the "SOW"). Customer may purchase additional services for additional cost at any time upon mutual written consent of the Parties, including but not limited to updating the frequency of Supplement updates, additional labor required because of delays, errors or omissions on the part of Customer.</p> <p>2. Limitations of Services. Annual Recurring Supplement Service does NOT include:</p> <ul style="list-style-type: none">a. Additional copies, reprints, binders and tab orders;b. Documents drafted in InDesign or that contain form-based code requirements, are subject to additional editorial fees;c. Legal work, creation of fee schedules, gender neutral review/ implementation, external linking;d. Codifying a newly adopted term change legislation. This may be subject to a one-time additional editorial fee. Material to be reviewed upon receipt;e. Online Code hosting and online features, this is listed separately. <p>For services outside the scope of the Annual Recurring Supplement Services, a per page rate of \$23 will be applied.</p> <p>3. Each document for processing should be its own individual file, named by its ordinance number. Customer should send in all documents to CivicPlus as MS WORD versions or a convertible PDF version.</p>	<p>4. Term and Termination. This Agreement shall remain in full force and effect for an initial period of one year commencing on the Effective Date ("Initial Term"), at the end of the Initial Term, this Agreement shall automatically renew for additional one-year terms (each a "Renewal Term"). If either Party does not intend to renew this Agreement, they shall provide sixty days prior notice to the end of the then-current term. Either party may terminate this Agreement for cause in the event the other party materially breaches any term of this Agreement and does not substantially cure such breach within thirty days after receiving notice of such breach. A delinquent Customer account remaining past due for longer than 90 days is a material breach by Customer and is grounds for CivicPlus termination.</p> <p>5. Compensation. Unless otherwise stated in an SOW signed by the Customer, the Customer shall pay CivicPlus for the Services annually at the start of each Renewal Term, within 30 days of the date an invoice is sent.</p> <p>6. Integration. The Binding Terms sets forth the entire agreement between and among the parties with respect to the Services. This Agreement supersedes all prior written or oral agreements between the parties or their predecessors-in-interest with respect to all or any part of the subject matter hereof, with the exception of any documents included in the definition of Binding Terms herein.</p> <p>7. Limitation of Liability. CivicPlus' liability arising out of or related to this Agreement, or any associated SOW, will not exceed five times the amounts paid by Customer for the Services in the year prior to such claim of liability. In no event will CivicPlus be liable to Customer for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement. If applicable law limits the application of the provisions of this Limitation of Liability section, CivicPlus' liability will be limited to the maximum extent permissible.</p> <p>8. Ownership. Customer shall own all right, title, and interest in and to the code created under this Agreement. Customer is responsible for providing all necessary and correct documentation, materials and communication in a timely manner in order to enable CivicPlus to perform the Services and acknowledges CivicPlus cannot begin performance of the Services until all necessary documentation, materials and communication is received.</p> <p>9. Customer acknowledges that any legal analysis provided by CivicPlus is provided to Customer for their use and direction. However, Customer agrees the Services provided for herein do not review legal codes for legal sufficiency, draw legal conclusions, provide legal advice, opinions or recommendations about Customer's legal rights, remedies, defenses, options, selection of forms, or strategies, or apply the law to the facts of any particular situation or establish an attorney-Customer relationship. CivicPlus is not a law firm and may not perform services performed by an attorney, and the Services contemplated herein do not constitute a substitute for the advice or services of an attorney.</p> <p>10. In the event either party is unable to perform its obligations under the terms of this Agreement because of acts of God, strikes, damage or other causes reasonably beyond its control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes.</p>
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Contact Information

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources: _____

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax



CivicPlus

302 South 4th St. Suite 500
 Manhattan, KS 66502
 US

Quote #:
Date:
Expires On:

Statement of Work
 Q-40638-1
 3/28/2023 8:08 AM
 12/31/2023

Client:
 LOXAHATCHEE GROVES, FLORIDA

Bill To:
 LOXAHATCHEE GROVES, FLORIDA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Dan Dobrosielski		dan.dobrosielski@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	Mass Notification Standard Implementation	CivicReady Standard Implementation	One-time
1.00	Communicator Unlimited SMS + Unlimited Emergency Voice	Emergency and Mass Notification platform with multi-channel alerting, geo-targeting, polling, mobile apps. Unlimited SMS for all communications. Voice minutes for emergencies. Includes NOAA integration, IPAWS, and white/yellow page data for emergencies.	Renewable
1.00	Mass Notification Year 1 Annual Fee Discount	Year 1 Annual Fee Discount.	
1.00	Mass Notification Implementation Marketing Tools	Access to client branded marketing tools, including Social Media Graphics, Marketing Flyer, Customized Graphic Button and News Flash Graphic.	One-time

List Price - Year 1 Total	USD 5,905.00
Total Investment - Initial Term	USD 4,805.00
Annual Recurring Services - Year 2	USD 4,400.00

Initial Term & Renewal Date	12 Months
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Renewal Invoice Schedule	Annually on date of signing
Annual Uplift	5% starting in Year 3

This Statement of Work (“SOW”) shall be subject to the terms and conditions of the CivicPlus Master Services Agreement dated June 13, 2019, as amended by the Addendum dated June 13, 2019 and the First Amendment to Addendum dated January 2, 2024 (collectively, the “Agreement”), and the attached Solution and Services terms and conditions (collectively, the “Binding Terms”). The parties agree that once executed, this SOW shall be attached to and become part of the Agreement between the parties. By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

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49.

Appropriate and Acceptable Use of Service

The Mass Notification System (CivicReady) Services provides the ability for the Customer to generate high-speed notifications to listed databases through an internet-hosted software application. The Customer's database(s) shall be limited to containing contact data located within the geographic boundaries of the Customer's legal locality. The Customer may only place calls via the system to telephone numbers assigned within the 48 contiguous United States of America.

The Customer agrees not to make any attempt to gain unauthorized access to the Services or any of CivicPlus' systems or networks. The Customer agrees that CivicPlus shall not be responsible or liable for the content of messages created by the Customer, or by those who access the Service, or otherwise delivered by the Service on behalf of the Customer.

The Customer shall be solely responsible for compliance with, and any violations of, all applicable laws regarding outbound telemarketing including the CAN-SPAM ACT, State, and Local telemarketing laws and requirements.

Customer's Annual Recurring Services Fees agreed upon herein are based on current carrier transactional costs for SMS and voice usage ("Transactional Costs") as well average CivicPlus historical customer usage patterns ("Assumed Usage"). CivicPlus reserves the right to audit Customer's actual usage ("Actual Usage") to determine whether Customer's Actual Usage exceeds the Assumed Usage. In the event Customer's Actual Usage exceeds the Assumed Usage or the Transaction Costs increase, CivicPlus will notify the client of such usage or cost increase and give the Customer 90 days to reduce usage or CivicPlus will increase the Annual Fees resulting from such increase in transactional costs or actual usage. The increase in the Annual Recurring Services Fees shall be implemented on the first of the month following the expiration of the 90-day cure period.

Emergencies: Unlimited Voice packages shall apply to Emergency Messages only. For the purposes of the Services, "Emergency Messages" shall be defined as an imminent threat to life or property, including NOAA Warnings. NOAA Watches and Test messages shall not be considered Emergency Messages, but may be added upon written request by Client to CivicPlus, for an additional fee. In case of dispute, CivicPlus shall have the sole discretion as to whether any communication shall constitute an Emergency Message.

IPAWS: The Customer shall be responsible for obtaining and maintaining Alerting Authority, as defined at <https://www.fema.gov/emergency-managers/practitioners/integrated-public-alert-warning-system/public-safety-officials/alerting-authorities>, with the Federal Emergency Management Agency in order to utilize the IPAWS software provided by CivicPlus.

Usage Limits:

Message Plans	
Communicator Unlimited SMS	Unlimited
Communicator Unlimited Emergency Voice	Unlimited

Message Plans	
Communicator Flex	annual calendar year usage will be tracked against Customer's purchased plan
Non-Emergency Voice Minutes	annual calendar year usage will be tracked against Customer's purchased plan

Any overages will be billed in 10,000 Message Unit increments at the then current CivicPlus rates.

Type of Message	Message Unit
Voice	Sixty (:60) seconds of connected voice call time deducted in six (:06) second increments
SMS	Text segments of up to 160 characters

Account Information and Privacy

CivicPlus does not own any Customer Data and the Customer, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Data, and CivicPlus shall not be responsible or liable for the deletion, correction, destruction, damage, loss or failure to store any Customer Data. CivicPlus reserves the right to withhold, remove, and/or discard Customer Data without notice for any breach, including, without limitation, the Customer's non-payment. Upon termination for cause, the Customer's right to access or use Customer Data immediately ceases, and CivicPlus shall have no obligation to maintain or forward any Customer Data.

Disclaimer of Warranties and Limitation of Liability

The Customer is responsible for implementing sufficient procedures and checkpoints to satisfy the Customer's particular requirements for anti-virus protection and accuracy of data input and output, and for maintaining a means external to our Services for any reconstruction of any lost data. CivicPlus will not be liable for any loss or damage caused by a distributed Denial-of-Service Attack, viruses, or other technologically harmful material that may infect the Customer's computer equipment, computer programs, data, or other proprietary material due to the Customer's use of the Services or to the Customer's downloading of any material posted on it or any website linked to it.

The Customer's use of these Services is at the Customer's own risk. The Services are provided on an "As Is" and "As Available" basis, without any warranties of any kind, either express or implied. Neither CivicPlus nor any person associated with CivicPlus makes any warranty or representation with respect to the completeness, security, reliability, quality, accuracy, or availability of the services without limiting the foregoing, neither CivicPlus nor anyone associated with CivicPlus represents or warrants that the Services will be accurate, reliable, error-free or uninterrupted, that defects will be corrected, that the services or the server that makes it available are free of viruses or other harmful components or that the services will otherwise meet the Customer's needs or expectations.

To the fullest extent permitted by Law, in no event shall CivicPlus, its officers, directors, employees, agents, vendors, or suppliers be liable:

1. for any indirect, special, incidental, consequential, exemplary, or punitive damages related to or arising from the Customer's use, misuse, or inability to use the Services, including but not limited to, damages for lost data, lost profits, or cost of procurement of substitute goods or services, personal injury, or property damage of any nature resulting from the Customer's use of the Services, unauthorized access to our servers, server unavailability and any personal information stored therein, any delays or interruptions due to electronic or mechanical equipment failures, Denial of Service attacks, data processing failures, telecommunications or internet problems or utility failures, however cause under any theory of liability, including but not limited, to contract, tort, strict liability or negligence and whether or not CivicPlus was or should have been aware or advised of the possibility of such damage or even if a remedy fails of its essential purpose; or
2. for any claim attributable to errors, omissions or other inaccuracies in the Services or destructive properties of the Service. In no event shall CivicPlus's aggregate liability under these terms of use exceed the total sum of monies paid from the Customer to CivicPlus as consideration for use of the services during the twelve (12) months immediately preceding the event giving rise to such liability.

[Go to Article Navigation](#)

Internet Delays

CivicPlus' Services may be subject to limitations, delays, and other problems inherent in the use of the internet and electronic communications. CivicPlus is not responsible for any delays, delivery failures, or other damage resulting from such problems.

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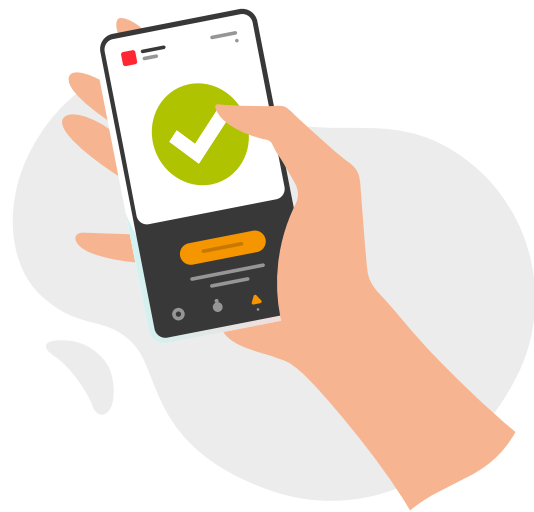
CIVICREADY[®] mass notification system

Loxahatchee Groves, Florida

PRESENTED BY:

Dan Dobrosielski, Account Manager II

April 27, 2023



CivicPlus Company Overview

CivicPlus History

CivicPlus began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. Over the years, CivicPlus has continued to implement new technologies and merge with industry forerunners to maintain the highest standards of excellence and efficiency for our customers.



Our portfolio includes solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, 311 and CRM, process automation and digital services, codification, licensing and permits, web governance and ADA remediation, social media archiving, and FOIA management.

EXPERIENCE

20+ Years
12,000+ Customers
900+ Employees

RECOGNITION

Inc. 5000 11-time Honoree
GovTech 2023 Top 100 Company
Stevie® Awards Recognized with multiple, global awards for

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We are proud to have earned the trust of our over 12,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.

Primary Office

302 S. 4th Street Suite 500
Manhattan, KS 66502
Toll Free: 888.228.2233 | Fax: 785.587.8951
civicplus.com



Contact

Dan Dobrosielski
Account Manager II
785.706.9401
dan.dobrosielski@civicplus.com



Powering & Empowering Government

We empower municipal leaders to transform interactions between residents and government into consistently positive experiences that elevate resident satisfaction, increase revenue, and streamline operations.

Government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services; however, they struggle with budget cutbacks and technology constraints. CivicPlus enables civic leaders to solve these problems, making consistently positive interactions between residents and government possible.

What sets us apart is our Civic Experience Platform. CivicPlus is the only government technology company exclusively committed to powering and empowering governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among residents.



Features & Functionality

Communication with your residents is essential to every aspect of local government, so our Mass Notification system ensures your capacity to communicate with your residents is not limited. Our system allows you to send unlimited SMS text, email, as well as Text-to-Speech (TTS) and text-to-voice messages for emergency and routine notifications at high rates of speed.

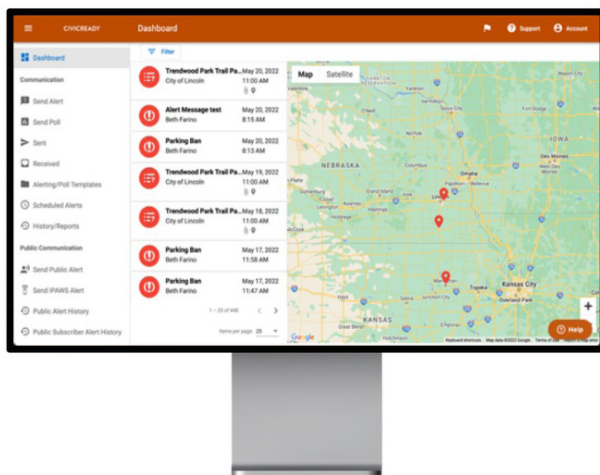
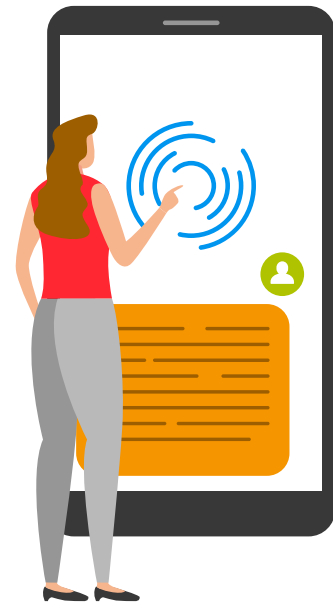
An easy-to-use, intuitive web interface lets you launch critical alerts to all communication channels and devices you leverage during emergencies. Simply select the applicable contact paths, compose a message or upload a pre-designed alert, and click send. Critical messages will then be transmitted simultaneously to all those selected.

Our Mass Notification system is unsurpassed by any other vendor in the industry in sending and receiving capabilities. Your unlimited messages will be sent at the following minimum per-minute rates:

- Text-to-Speech messages and voice alerts – 12,000 per minute
- SMS text messages – 60,000 per minute
- Email messages – 50,000 per minute

No two people have the exact same preferences for sending and receiving messages. We provide you with unlimited contact paths and devices, enabling you to effectively and efficiently reach all intended recipients.

With its speed and growing number of ways to send and receive communications, the possibilities to reach residents with our system are virtually limitless.



Public Alerting Channels

- Email
- SMS Text
- Voice Call (ETN)
- Twitter
- Facebook
- Mobile App

In addition, APIs can be utilized via webhooks to activate a variety of devices when an alert is sent. Sirens and public signage devices can also be activated by consuming CAP messages from both Atom and RSS feeds.

MULTILINGUAL VOICE & TEXT TRANSLATION

With our Mass Notification system's multilingual functionality, your voice alerts and text posts can be automatically translated for residents that speak a variety of languages. Subscribers can easily select to receive text messages, voice messages, and/or emails in their preferred language. You compose and send messages the same way and messages are translated automatically.

To ensure all of your residents are connected and informed with our software, multilingual messages are translated into over 60 different languages for email and text and over 25 different languages for voice. The most often requested are:

- Spanish
- Chinese
- French
- German
- Russian
- Italian
- Portuguese
- Polish
- Thai
- Arabic
- Hindi

SOCIAL MEDIA INTEGRATION

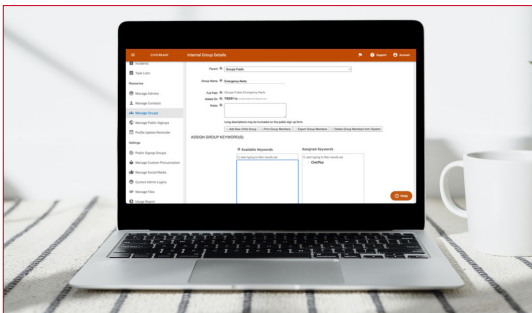
social media messages to all of your accounts. Accounts can be integrated to automatically post all notifications and group notifications can post to different accounts.

GEO-TARGETED NOTIFICATIONS

Our Mass Notification system provides intelligent communication with the ability to easily digest local geographic details with robust, yet easy-to-use ESRI-integrated tools. Geo-targeted messaging enables you to:

- Draw a multi-point polygon shape
- Import Esri shapefiles or hosted feature URL
- Save drawn regions as templates for future use
- Remove specific areas from a notification
- Draw complex geospatial shapes of varying sizes with buffered areas, as desired

Simply draw a multi-point or freehand polygon on the map or click on a central point and enter corresponding radial distance you wish to alert, and our system will notify your residents within that area using their stored addresses.



GROUP/USER MANAGEMENT

The Mass Notification system provides extensive administrator rights and detailed group settings with unlimited user groups. You can utilize granular permissions rendering the solution easily shared with multiple staff members and agencies. Users can then communicate with all members in the system or targeted notifications by group to reach only those affected.

Once contacts have been entered, administrators may search membership files by multiple criteria, including name, phone number, email, or street address. Using a contact list directory, administrators may message contacts through any of the unlimited groups which have been created.



SIGN-UP

Our Mass Notification's versatile system offers residents with opt-in and opt-out capabilities to meet the specific goals of your organization. When users sign up, they can opt-in to available unique groups such as road closure and recreations. Our powerful platform offers a simple, user-friendly interface with a robust selection of group and network options.

Residents can also sign-up for notifications to one or multiple groups with our text-to-join feature. To join a group, they can simply text a "keyword" to the specified number. Your staff can set up unlimited keywords, allowing you to create keywords for multi-use categories or one-time events, such as a parade.

EMERGENCY TELEPHONE NOTIFICATION (ETN)

With CivicPlus' ETN, you will be able to send an emergency voice call with white and yellow page landline data. This data is seamlessly updated daily. These contacts are available for you to send alerts about life-threatening emergencies.

REAL-TIME REPORTING

The Mass Notification solution offers administrators analytics for each message sent. Reporting within the system allows administrators to view and capture engagement statistics, including the status of delivered messages and the percentage of confirmed contacts.

You'll have comprehensive analytics to provide real-time reporting and create paper trails to more easily comply with applicable notification and reporting requirements, and satisfy the National Preparedness Plan, NIMS, Homeland Security Target Capabilities, including citizen evacuation and shelter-in-place protection, along with other requirements for remaining compliant.

Following the onset of a crisis and broadcasting critical alerts, easily and quickly confirm, in real time, the status of critical alerts sent via text, TTS, voice and email to ensure alerts have been delivered to all intended recipients. Real-time analytics enable you to take alternative steps to reach recipients who experienced a delivery failure.



POLLING

Utilize polls to assess personal safety and your organization's status. All results are visible in an easy-to-read report on all platforms.

MOBILE APP FOR RESIDENTS

The My Alerts mobile app empowers your residents to sign up, manage their notification settings, and receive notifications all from the palm of their hand. Residents can even receive geo-located notifications pertaining to their current location. It improves the citizen experience in receiving communications from **Loxahatchee Groves** while also improving the effectiveness of your emergency communication capabilities. My Alerts allows residents to quickly and easily:

- Sign-up to receive notifications
- Set their notification preferences
- See all the latest sent posts
- Enable alerts from other locations based on their priority and type

MOBILE APP FOR ADMINISTRATORS

The mobile app allows administrative users to send alerts, report incidents from the scene, collaborate, and coordinate your team's response with the easy-to-use mobile app on iOS and Android.

Alert employees when a crisis occurs and send instructions for how to proceed. View role-specific procedures for a variety of emergencies and disruptions

to daily operations. Documents such as business continuity plans or safety procedures can be added and visible in a static view for your staff to view.

NOAA WEATHER ALERTS

Through an integration with NOAA weather, distribute urgent news, instructions, and mandates the NOAA distributing to our network. Automation integration uses the polygon provided from NOAA to deliver notifications to the right person. The Mass Notification system can also automatically send alerts to your social media accounts. You'll also have the option to configure location-based weather alerts or county-based weather alerts.



The Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and every service, the Civic Experience Platform includes technology innovations that deliver frictionless, one-stop, and personalized citizen interactions. Local governments that leverage our Civic Experience Platform also benefit from:

- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities

INTEGRATION HUB

Integration Hub is a tool that can help you unify your disparate cloud-based solutions and your CivicPlus solutions, assemble powerful workflows, and setup complex automations—without the need for a developer.

With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus solutions or with third parties (for an additional fee) without the need for a developer.

CivicPlus customers can utilize the Integration Hub to trigger an alert sent from our Mass Notification solution to automatically complete any of the following actions:

- Create a content item in the HCMS for a post to a CivicPlus Municipal Websites Evolve webpage
- Send a message to a specified Slack channel (third-party integration rates apply)



Integration CivicPlus Municipal Websites Central

- Create an Alert in CivicPlus Municipal Websites Central (Web Central) Alert Center
- Create an Event in Web Central Calendar
- Create a Web Central News Flash Item

This can enable quick action when a customer wants to get information out to their residents in a seamless, uniform fashion.

Implementation

Project Timeline

Current average implementation can be completed within 4-6 weeks. This timeline can adjust based on data migration needs and overall availability of the customer. Development timelines can vary due to scope, customer availability, milestones set, and other factors. However, your exact implementation timeline can be customized dependent on your launch goals and expectations. We will work with you until your system is up and running and your staff has reached a level of comfort to confidently maintain your new system.

PHASE 1: INITIATE	<ul style="list-style-type: none">• Project Initiation & Review• Project Kickoff Meeting
PHASE 2: OPTIMIZE	<ul style="list-style-type: none">• Complete Assessment Form• Request System Creation• Schedule Virtual Training
PHASE 3: EDUCATE	<ul style="list-style-type: none">• Network Admin Training• System Test & Build• Teach Back Training for Mass Notification system
PHASE 4: LAUNCH	<ul style="list-style-type: none">• Website Display• Launch Preparation• Launch Day
PHASE 5: GO LIVE & BEYOND	<ul style="list-style-type: none">• Customer transitioned to dedicated customer success manager

Implementation Approach

KICKOFF MEETING

Identify lead personnel to work with CivicPlus on implementation project including:

- Project main contact
- Database administrator to provide user data
- Emergency management communications and engagement staff



We will assist Loxahatchee Groves in developing and mapping out the initial groups you would like to create including which will be designated for emergency messages or routine messaging.

Your dedicated project team will discuss possible embeds to be placed on your website for registration and we will schedule training for your network and group administrators based on the final scope of work developed.

TRAINING

During this step in the process, Loxahatchee Groves will create your user groups with assistance and guidance from CivicPlus for your default settings. This step of the process will also involve optimizing and uploading user data to efficiently and effectively communicate at Go Live.

This step in the implementation involves identifying and creating your internal User Groups, as well as training on the system. We will assist you in identifying and setting up:

- Super Administrators who will have full control over all settings within the system and will be able to post to any group within the network
- General Admins can send messages to and manage their respective groups and contacts without being able to access network level settings
- Send-Only Administrators who will only be able to send messages to designated groups and contacts

Super Administrators will be trained first to ensure complete familiarity with the system and a comfortable confidence level for implementation once the system is launched. Trainings will also be held for other administrators to the level required for their roles.

Finally, during this step, we will hold discussions with your key stakeholders to provide usage and guidelines policies and help prepare your organization's CivicPlus communication protocol.



GO LIVE & BEYOND

This is where the rubber meets the road – the launch of your new system! Should Loxahatchee Groves desire, CivicPlus can schedule and coordinate an introductory notification to residents, departments, groups, etc. This will allow your end users to experience first-hand how the system works. It is a great way to validate your phone number database and gather feedback from your organization.

CivicPlus doesn't implement and run. We will continually support (available 24/7/365) and guide you through best practices to maximize the value of the system. Additional virtual training and support is always available. We stand behind our product and behind our customers.



Continuing Services

Technical Support & Services

With technology, unlimited support is crucial. Our live support engineers based in North America are ready to answer your staff members' questions and ensure their confidence.

TECHNICAL SUPPORT

- Technical support engineers available 8 a.m. – 6 p.m. (CST) Monday – Friday (excluding holidays)
-
- 4-hour response during normal hours
- 24/7 emergency support for named points of contact



AWARD-WINNING

CivicPlus has been honored with two Gold Stevie® Awards, three Silver Stevie® Awards, and seven Bronze Stevie® Awards in the categories of Front-Line Customer Service Team of the Year – Technology Industries, Customer Service Training or Coaching Program of the Year – Technology Industries, Customer Service Department of the Year – Computer Software – Up to 1,000 Employees, Most Valuable Response by a Customer Service Team (COVID-19), Best Customer Satisfaction Strategy, and Remote Customer Service Innovation of the Year. The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

CIVICPLUS HELP CENTER

CivicPlus customers have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. Our Help Center is continually monitored and updated by our dedicated Knowledge Management Team to ensure we are providing the information and resources you need to optimize your solution. In addition, the Help Center provides our release notes to keep your staff informed of upcoming enhancements and maintenance.

CONTINUING PARTNERSHIP

We won't disappear after your website is launched. You'll be assigned a dedicated customer success manager. They will partner with you by providing information on best practices and how to utilize the tools of your new system to most effectively engage your residents.



Hosting & Security

Redundant power sources and internet access ensures consistent and stable connections. We invest over \$1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled.

Maintaining the highest level of security for our customers' systems and protecting the privacy of their data is the cornerstone of our Mass Notification system's philosophy. CivicPlus ensures the safety of its Mass Notification application and the privacy of the data housed therein. Just as you protect your residents, we protect your investment. Our 30 geographically distributed servers make storage limitations a non-issue. CivicPlus ensures the safety of its equipment and guarantees compliance with all network and website vulnerability tests.

Your administrative team can be confident that our Mass Notification system will accommodate your department needs with privacy and security. Customizable administrative access settings and reliable hosting means in times of emergency, system security will be your last concern.

Security & Availability Features	<ul style="list-style-type: none">• 99.9% guaranteed uptime• Protected department information and internal communications• Cloud-based and geographically distributed• Simultaneous use by multiple departments and agencies• Role-based authorization• Attribute-based authorization (content, task lists)• In-transit and at-rest encryption• Complete workload security (IDPS, firewall, monitoring/alerting)• Security vulnerability testing, monitoring and remediation (OWASP)• Additional security and server hardening measures
High Security Standards	<ul style="list-style-type: none">• SSL security• OS-level firewall• Authorization bypass security• Cross-site request forgery (CSRF) security and cross-site scripting (XSS) security• SQL injection security• Multiple data centers and redundancies• Additional security and server hardening measures

Investment Proposal

CivicPlus can appreciate the monetary constraints facing our governments each day. To help ease these concerns and assist with budgeting and planning, our proposed project and pricing are valid for 60 days from April 27, 2023.

Features & Functionality

- Emergency And Mass Notification Platform
 - Multi-Channel Alerting
 - Alerting Templates
 - Geo-Targeting Alert
 - Polling
 - Mobile App For Residents
 - Mobile App For Administrators
 - Civicplus Single Sign On
 - Unlimited Administrators, Users, Groups, Subscribers, SMS, Voice Call, Email, And Social Media Notifications; Unlimited Quick Launch Templates
- NOAA Weather Alerts

Implementation

- Standard Implementation

Annual Recurring Services

- Fully Redundant Solution Hosting With 99.9% Uptime
- 24/7 Technical Support And Access To The Civicplus Community
- Dedicated Customer Success Manager

Loxahatchee Groves' Investment	
Year 1 List Price	\$7,655.00
Year 1 Total Discount	(\$3,155.00)
Total Investment - Year 1 (includes one-time fees and Year 1 annual services)	\$4,500.00
Annual Recurring Services - Year 2	\$5,500.00



CivicPlus Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis (stated in U.S. dollars). This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our customers. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality, custom development, security, escrow requirements, or other design or project enhancements, outside of the included scope, are added prior to contract signing.

CIVICPLUS OFFERS:

Standard Invoicing

- Year 1 fees are due at contract signing
- First-year Annual Services fee is included with your Year 1 cost
- Subsequent annual invoicing occurs on the anniversary of the contract signing date, and is subject to a 5 percent technology fee uplift each year starting Year 3 of your contract

Customized Billing/Invoicing

- Other billing options can be discussed before contract signing and, if feasible, a plan developed that works for all parties
- Not available with all CivicPlus products—please contact your customer success manager for more details

We will work with you before contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with Loxahatchee Groves.



Optional Enhancements

The following items are not included in your project, but can be added to your scope of work to enhance your services:

Identity Provider (IdP) Integration

More often, local government IT teams are looking to implement single sign-on (SSO) functionality to simplify user access to all web and cloud-based applications without requiring individual authentication. The CivicPlus' Custom IdP Integration capabilities provide local governments with the following conveniences:

Faster and easier access to vital third-party solutions that integrate with your CivicPlus unified applications, such as CivicPlus Municipal Websites, Agenda and Meeting Management Select, and Recreation Management solutions

- Reduced password and account maintenance
- The ability to log into your CivicPlus software accounts from any device with an Active Directory username and password
- We offer integration with these third-party IdPs:
 - Microsoft's Azure Active Directory (AD)
 - Microsoft's Active Directory Federation Services (AD FS) versions 3.0, 4.0, and 5

IPAWS

During an emergency, alert and warning officials need to provide the public with life-saving information quickly, regardless of whether they have subscribed for alerts. The Integrated Public Alert and Warning System (IPAWS) is a modernization and integration of the nation's alert and warning infrastructure and will save time when time matters most, protecting life and property. Local government can use IPAWS and integrate local systems that use Common Alerting Protocol (CAP) standards with the IPAWS infrastructure. Our Mass Notification system's IPAWS integration provides an effective way to alert the public not only through wireless networks, but also through landlines, cable and satellite TV, AM/FM radio, digital signage, PA systems, websites, social media, and, if power goes out, NOAA weather radio. IPAWS can be used to handle any kind of threat to the public, including overturned vehicles containing hazardous chemicals, severe weather alerts, missing children, or even terrorists on the loose. The more local, state, and tribal authorities adopt IPAWS, the more communities will be safe and strengthened by good communication.

NOAA Weather Alerts

Through an integration with NOAA weather, distribute urgent news, instructions, and mandates the NOAA distributing to our network. Automation integration uses the polygon provided from NOAA to deliver notifications to the right person. Our Mass Notification system can also automatically send alerts to your social media accounts. You'll also have the option to configure location-based weather alerts or county-based weather alerts.



ORDER FORM

This Order Form documents the purchase of Subscription Services and other Services being purchased by the customer listed below ("Customer") from OnSolve, LLC ("OnSolve"), and is entered into as of the date the Customer signs (the "Effective Date").

Initial Term: 1.00 year(s) commencing on the Effective Date

Renewal Term: 1.00 year(s)

Customer Information	Company Name:	Loxahatchee Groves FL
	Street Address:	155 F Road
	City, State, Zip, Country:	Loxahatchee Groves, FL, 33470, US
Billing Contact Purchase Order Number	Company Name:	Loxahatchee Groves FL
	Name:	Francine Ramaglia
	Street Address:	155 F Road
	City, State, Zip, Country:	Loxahatchee Groves, FL, 33470, US
	Phone:	+1.561.793.2418
	Email:	framaglia@loxahatcheegrovesfl.gov
Primary Contact <i>Note: this contact will be setup in the Services as an Administrator.</i>	Name:	Francine Ramaglia
	Title:	Town Manager
	Phone:	+1.561.793.2418
	Email:	framaglia@loxahatcheegrovesfl.gov

Subscription Service Fees

Critical Communications

Item/Description	Order Term*	Qty	Annual Price**	Term Total
CodeRED Standard Unlimited Package	07/25/2022 - 07/24/2023	1	\$3,400.00	\$3,400.00
CodeRED Weather Warning	07/25/2022 - 07/24/2023	1	\$0.00	\$0.00
CodeRED Premium Data	07/25/2022 - 07/24/2023	1	\$0.00	\$0.00
Critical Communications Subscription Fees				\$3,400.00

ORDER TOTAL

\$3,400.00

Annual Fees

Year 1 Subscription Fees + Non-Recurring Service Fees	\$3,400.00
--	-------------------

*Without increasing the Fees, OnSolve may adjust the Order Term dates above based on the Effective Date, provided that the length of the Term does not change.

**The Fees shown above may have been rounded to two decimal places for display purposes. As many as ten decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the Fees displayed above, and are the true and binding totals for this order.

All pricing is in US Dollars unless otherwise specified

Service Description – Critical Communications

CODE-Unlimited Pkg

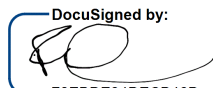
- CodeRED Subscription Service
- Emergency and non-Emergency use
- Unlimited voice minutes, SMS Text, Email, RSS, TTY and Social Media messages
- Unlimited CodeRED Mobile Alert application push notifications
- Unlimited initiators
- Role based initiator permissions
- Esri based mapping
- Custom geocoding
- Managed Data Services with one (1) annual Data Load
- Two-Way messaging for contacts
- Dedicated public enrollment web page with branding
- Unlimited Opt-in categories
- Contact enrollment web page
- Web widget with enrollment link
- Voice based polling
- Reporting and analytics
- Resource Library
- Solution setup
- Base System Updates and Maintenance
- One (1) annual live web-based training – client dedicated
- Unlimited access to monthly web-based live and recorded trainings
- 24/7/365 support

Service Terms

- Use of the Subscription Service is intended for **Loxahatchee Groves FL**
- Population: **3,184**. A population increase above 10% may result in increased pricing.
- Emergency means threat to life and/or property.
- "Message Unit" equals sixty (:60) seconds of connected voice or TTY call time deducted in six (:06) second increments and/or SMS Text segments of 140 characters. Unused Message Units do not carry over year-to-year.

All Services being purchased by Customer in this Order Form shall be exclusively governed under the OnSolve standard terms and conditions set forth at the following URL: <https://www.onsolve.com/legal/TC-Government/> (the "Terms"). In the event of a conflict between the Terms and this Order Form, the terms of this Order Form shall control.

Loxahatchee Groves FL

DocuSigned by:

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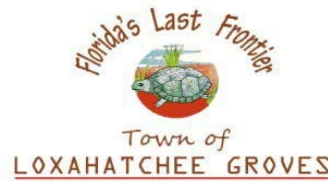
By:

Name: Francine Ramaglia

Title:

Date: 7/6/2022 | 2:36 PM EDT

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155 F Road Loxahatchee Groves, FL 33470

TO: Town Council of the Town of Loxahatchee Groves
FROM: Jim Fleischmann, Town Planning Consultant
VIA: Francine L. Ramaglia, Town Manager
DATE: February 06, 2024

SUBJECT: Ordinance 2024-01, Transmittal Hearing for Evaluation and Appraisal Report (EAR) Comprehensive Plan Amendments

Background

Pursuant to Chapter 163, Part II, Florida Statutes, the Town has conducted an extensive Evaluation and Appraisal Review to update its Comprehensive Plan. The process began with a content Notification Letter to the Florida Department of Economic Opportunity (FDEO) in January of 2021. FDEO acknowledged the Notification in July of 2021.

Recent Activity

The Town Council commenced a detailed element-by-element review of the current Comprehensive Plan, beginning in December of 2022. Following a seven-month review by the Town Council, the Town's Local Planning Agency (LPA) conducted its required review in September and October of 2023. The combined review schedule of the Town Council and the LPA is attached as Exhibit 4.

During the Council's seven-month review, twelve public workshop meetings were conducted. The Planning and Zoning Board (PZB) convened two public meetings to discuss the proposed revisions and, sitting as the LPA, held the required advertised public hearing prior to recommending approval, with revisions, of the amended Comprehensive Plan elements.

Subsequently, on January 23, 2024, the Town Council held a special meeting to consider additional revisions.

Copies of the Comprehensive Plan Evaluation and Appraisal Amendments 2024 Data and Analysis report and proposed Comprehensive Plan Evaluation and Appraisal Amendments 2024 Goals, Objectives and Policies document (2024 Amendments) are attached as Exhibits 2 and 3, respectively.

The 2024 Amendments include revisions to the current Comprehensive Plan elements recommended by the Town Council, the LPA and staff. All revisions are presented in underline (additions to text) and ~~strike through~~ (deletions to text) format.

Revisions made after the January 23, 2024 special meeting are shown in yellow highlight on Exhibit 3. The following changes, which are recommended by staff, are also highlighted:

1. Element 1, Future Land Use: the amendment of Table FLU-1, Commercial Low Uses, to clarify certain references in the Density and Uses columns.
2. Element 6, Housing Policy: removal of Policy 6.3.4, because it is regulated by state law (Chapter 419, Florida Statutes).

Council Action

Based on its review of the 2024 Amendments and supporting data and analysis, the Town Council may approve, approve with revisions, or deny Ordinance 2024-01 on first reading, which shall constitute the transmittal hearing for purposes of section 163.3184, Florida Statutes.

Ordinance 2024-01 directs staff to submit, within ten working days of the transmittal hearing, the complete proposed 2024 Amendments, along with the supporting data and analysis, to all reviewing agencies and to any other unit of local government or state agency that has filed a written request for the same.

Recommended Action

Staff recommends approval of Ordinance 2024-01.

Exhibits

1. Ordinance 2024-01
2. Comprehensive Plan Evaluation and Appraisal Amendments 2024 Data and Analysis report
3. Comprehensive Plan Evaluation and Appraisal Amendments 2024 Goals, Objectives and Policies document (2024 Amendments with latest revisions highlighted)
4. Town Council and Local Planning Agency Review Schedule

ORDINANCE NO. 2024-01

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

WHEREAS, pursuant to section 163.3167(1), Florida Statutes, the Town has the responsibility to adopt and amend a comprehensive plan; and

WHEREAS, pursuant to section 163.3184(3), Florida Statutes, the Town has adopted and amended a comprehensive plan; and

WHEREAS, section 163.3191(1), Florida Statutes, requires the Town to complete an evaluation and appraisal of the comprehensive plan at least once every seven years to determine if amendments are necessary; and

WHEREAS, on June 18, 2021, the Town submitted the Evaluation and Appraisal Notification letter to the state Land Planning Agency identifying amendments to be incorporated within the Comprehensive Plan; and

WHEREAS, on July 15, 2021, the state Land Planning Agency acknowledged receipt of the Evaluation and Appraisal Notification letter; and

WHEREAS, the subject amendments are based upon the data and analysis report entitled: "Comprehensive Plan Evaluation and Appraisal Amendments 2024 Data and Analysis"; and

WHEREAS, approval of the subject amendments will update the Town's Comprehensive Plan in compliance with state regulations and the Town's Evaluation and Appraisal Notification

letter; and

WHEREAS, the Local Planning Agency (LPA) conducted a duly advertised public hearing related to the subject amendments to the Town’s Comprehensive Plan; and

WHEREAS, the LPA recommended approval of the proposed amendments, together with additional revisions; and

WHEREAS, on first reading of this Ordinance, the Town Council held a duly advertised, public “transmittal” hearing in accordance with the requirements of section 163.3184, Florida Statutes; and

WHEREAS, on second reading of this Ordinance, the Town Council held a duly advertised, public “adoption” hearing in accordance with the requirements of section 163.3184 Florida Statutes; and

WHEREAS, The Town Council has considered the findings in the staff report dated January 24, 2024 and the recommendations of the LPA and has deemed it to be in the best interest of the residents of the Town of Loxahatchee Groves to adopt the subject amendments to the Loxahatchee Groves Comprehensive Plan.

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

Section 1. The foregoing "Whereas" clauses are true and correct and incorporated herein by this reference.

Section 2. The Town Council of the Town of Loxahatchee Groves, Florida, hereby adopts the Comprehensive Plan Amendments, which are attached hereto as Exhibit A “Comprehensive Plan Evaluation and Appraisal Amendments 2024 Goals, Objectives and Policies” based upon the report entitled "Comprehensive Plan Evaluation and Appraisal Amendments 2024 Data and Analysis" a copy of which is incorporated herein by reference.

Section 3. Within ten (10) working days of the transmittal hearing, the Town Manager or her designee shall submit the complete proposed Comprehensive Plan Amendments, along with the supporting data and analysis, to all reviewing agencies and to any other unit of local government or state agency that has filed a written request for the same.

Section 4. Within ten (10) working days of the adoption hearing, the Town Manager or her designee shall submit the complete proposed Comprehensive Plan Amendments, along with

the supporting data and analysis, to the state land planning agency and any other agency or local government that provided timely comments after the transmittal hearing.

Section 5. All laws and ordinances in conflict with any provisions of this Ordinance are hereby repealed.

Section 6. Should any section or provision of this Ordinance or any portion thereof be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the remainder of this Ordinance.

Section 7. The provisions of this Ordinance shall become effective thirty-one (31) days after the State Land Planning Agency has determined that the amendment package is complete and provided that no challenge petition has been properly filed with the State Division of Administrative Hearings within thirty (30) days of adoption.

[Signatures follow on the next page.]

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF
LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS ____ DAY OF
_____ 2024.**

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

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
LAURA DANOWSKI, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARIANNE MILES, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF
LOXAHATCHEE GROVES, FLORIDA, ON SECOND READING, THIS ____ DAY OF
_____ 2024.**

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

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
LAURA DANOWSKI, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, COUNCI MEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARIANNE MILES, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Mayor Laura Danowski

Town Clerk

Vice Mayor Robert Shorr

APPROVED AS TO LEGAL FORM:

Councilmember Margaret Herzog

Office of the Town Attorney

Councilmember Phillis Maniglia

Councilmember Marianne Miles

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**COMPREHENSIVE PLAN
EVALUATION AND APPRAISAL AMENDMENTS
2024 Goals, Objectives and Policies**



Town of Loxahatchee Groves

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INTRODUCTION

(underline areas are additions to the current Comprehensive Plan)

Included within the Evaluation and Appraisal Report update of the Loxahatchee Groves Comprehensive Plan, the Town has opted to adopt a separate Goals, Objectives and Policies document entitled: "Comprehensive Plan Evaluation and Appraisal Amendments 2024 Town of Loxahatchee Groves Comprehensive Plan".

The following 2024 Goals, Objectives and Policies (GOPs) document consists of goals, objectives and policies for each of the Comprehensive Plan Elements extracted from the 2009 Town of Loxahatchee Groves Comprehensive Plan, as amended (2009 Plan), and updated, where necessary, from the results of the 2024 Town of Loxahatchee Groves Evaluation and Appraisal Update. GOP updates to the 2009 Plan included herein, are presented in underline and strikethrough format so that the revisions can be easily tracked. The GOPs are adopted by Ordinance, per Florida Statutes requirements.

GENERAL REQUIREMENTS

Chapter 163.3161-163.3197, Florida Statutes (Community Planning Act) establishes requirements for the format and content of the Comprehensive Plan.

Chapter 163.3164(4), Florida Statutes defines comprehensive plan as ". . . a plan that meets the requirements of Sections 163.3177 and 163.3178". Section 163.3177 lists required conditions, studies, surveys and elements of the Comprehensive Plan. Further, the following two provisions of Chapter 163, Florida Statutes are emphasized by the State:

1. Loxahatchee Groves is charged with setting levels of service for public facilities in the Comprehensive Plan in accordance with which development must occur and permits will be issued; and
2. Public facilities and services needed to support development in Loxahatchee Groves shall be available concurrent with the impacts of such development.

DATA AND ANALYSIS REQUIREMENTS

All goals, objectives, policies, standards, findings and conclusions within the Town's Comprehensive Plan shall be based upon relevant and appropriate data. The Town is not required to collect original data; however, it is encouraged to utilize any original data necessary to update or refine the Comprehensive Plan data base, as long as methodologies are professionally accepted.

Data used shall be the best available, unless the Town desires original data or special studies. Where data augmentation, updates, special studies or surveys are deemed necessary, appropriate methodologies shall be clearly described or referenced and shall meet professionally accepted standards for such methodologies.

The Comprehensive Plan shall be based on population estimates and projections. Population estimates and projections shall be either those provided by the U.S. Bureau of the Census, the University of Florida Bureau of Economic and Business Research, or those generated by the Palm Beach County Planning Division (Population Model projections), or the Town

PROCEDURAL REQUIREMENTS

The Town's comprehensive plan shall be adopted and amended pursuant to the procedural requirements of Sections 163.3184 and 163.3187, Florida Statutes.

GOALS OBJECTIVES AND POLICIES

The following sections of this document shall comprise the goals, objectives and policies component of the Loxahatchee Groves Comprehensive Plan:

<u>Element</u>	<u>Chapter</u>
<u>Future Land Use</u>	<u>1</u>
<u>Transportation</u>	<u>2</u>
<u>Infrastructure</u>	<u>3</u>
<u>Conservation</u>	<u>4</u>
<u>Recreation/Open Space</u>	<u>5</u>
<u>Housing</u>	<u>6</u>
<u>Intergovernmental Coordination</u>	<u>7</u>
<u>Capital Improvements</u>	<u>8</u>
<u>Property Rights</u>	<u>9</u>

When the Town begins the adoption or amendment process, it is required by State law that appropriate public hearings be held. Procedures presented in Chapter 163, Part II, Florida Statutes are closely followed and adhered to at that time. As particular issues or matters of an expressed community concern arise, the Local Planning Agency (LPA) may hold additional public meetings or hearings, to address such concerns. Copies of public meeting legal notices are published pursuant to Chapter 166.04 (3) (a), Florida Statutes.

The Town shall review, and revise, as required, the Five-Year Schedule of Capital Improvements, pursuant to Objective 8.6 of the Capital Improvements Element each year.

MAPS SHOWING FUTURE CONDITIONS

Maps showing future conditions and/or illustrating Comprehensive Plan directives, as necessary, are included within each Element.

ADOPTION ORDINANCE

The 2024 Town of Loxahatchee Groves Comprehensive Plan Goals, Objectives and Policies document adoption ordinance is included herein by reference. Copies of ordinances and legal notices, published pursuant to Chapter 163, Florida Statutes are on file with the Town Clerk.

SUPPORT DOCUMENTATION

Support documentation that forms the basis for the Comprehensive Plan, as well as future amendments and updates shall be included within each successive amendment and/or EAR-based comprehensive plan update.

PLANNING PERIOD

The Town's comprehensive plan must include a planning period for at least a ten-year period. On this basis, the 2024 – 2035 period is utilized in the 2024 Loxahatchee Groves Comprehensive Plan Goals, Objectives and Policies document.

POPULATION PROJECTIONS

The 2020 Census population of Loxahatchee Groves was established at 3,355 residents. Future Town population generated by the Palm Beach County Planning Division Population Model is projected at 4,322 residents by 2035 and 4,908 residents by 2045.

MONITORING AND EVALUATION

The role of monitoring and evaluation is vital to the effectiveness of any planning program and particularly for the Capital Improvements Element. This is largely because the Town's revenue and expenditure streams are subject to fluctuations every year. In order to maintain the effectiveness and relevance of the Capital Improvements Schedule, the Capital Improvements Element requires a continuous program for monitoring and evaluation.

The annual review will be the responsibility of the Town Council. The Town Manager will serve as principal advisor at all formal deliberations related to capital improvement monitoring and evaluation. The Town Council will direct the Town Manager to take appropriate action based upon its findings.

COMMUNITY CHARACTER GOAL

The community character goal is a vision statement toward which all Comprehensive Plan goals, objectives and policies are directed. Ultimately, the development of plans, enforcement of regulations, and operations of the Town are directed toward this end. The vision for the future of the community is as follows:

Loxahatchee Groves will protect its natural environment and rural character in the midst of an urbanizing region. The Town will continue to be a rural residential and agricultural community that has great respect for lifestyle choices balanced with historical community needs. This is reflected in a cost effective, minimal government structure that strives to protect the environment and our quality of traditional lifestyles.

PREVIOUS COMPREHENSIVE PLAN AMENDMENT ORDINANCES

2012-04

2012-05

2013-08

2014-06

2016-03

2016-08

2016-09

2017-01

2017-02

2018-01

2018-10

FUTURE LAND USE
GOALS, OBJECTIVES AND POLICIES (Rev: Ord. 2012-04; 2012-05; 2014-06; 2016-03;
2016-08; 2016-09; 2017-01; 2017-02; 2018-01)

GOAL I: FUTURE LAND USE

Loxahatchee Groves will continue to protect its natural environment and rural character in the midst of an urbanizing region. The Town will continue to be a rural residential and agricultural community that has a great respect for lifestyle choices balanced with historical changing community needs.

~~1.1A Objective~~

~~The Town shall protect its rural character by maintaining Okeechobee Boulevard as a two-lane section.~~

~~1.1A.1 Policy:~~

~~In order to maintain the two-lane section, the Town shall support implementation of the following Okeechobee Boulevard improvements:~~

~~a) Coordinate with Palm Beach County to designate the section of Okeechobee Boulevard within Loxahatchee Groves a Rural Parkway; specifically, expansion to a two-lane divided median enhanced rural parkway with properly-spaced left-turn lanes.~~

~~b) Traffic calming features, to include but not limited to roundabouts at Folsom Road and the Letter Road intersections with Okeechobee Boulevard.~~

~~c) Implementation and enforcement of reduced speed limits.~~

~~1.1A.2. Policy:~~

~~On an annual basis, work with Palm Beach County to incorporate future roadway improvements that implement the Town's Okeechobee Boulevard planning policy within the Five-Year Transportation Improvement Program (TIP). In this regard, the Town Council shall be represented at Metropolitan Planning Organization (MPO) meetings in preparation of the TIP.~~

~~1.1A.3. Policy: (Incorporate within Objective 2~~

~~To provide a center of accessible shopping, recreation, and employment opportunities for Loxahatchee Groves' residents, the Town shall create a rural-style commercial center along the Southern Boulevard corridor~~

1.1B Objective:

The Town shall designate future land uses with appropriate uses, densities and intensities that will protect residential and agricultural land uses and encourage limited economic development.

1.1.B.1 Policy:

Land use shall be determined by a the Future Land Use Map FLUM-1.

- 1.1B.2 Policy:
The Town shall regulate density and intensity of land uses as noted in Table 4-8-~~FLU-1~~.
- 1.1B.3 Policy:
The Town shall ensure that future land use designations are compatible with adjacent land uses within and outside of the Town boundary.
- 1.1B.4 Policy:
The Town shall encourage the use of Residential Enterprise and Home Office, as provided in Florida Statutes Section 559.955, ~~approve~~ as a tools to promote limited economic development while preserving its rural character.
- 1.1B.5 Policy:
Land development regulations will, at a minimum:
- A. Regulate the subdivision of land;
 - B. Regulate the use of land and water consistent with this Comprehensive Plan and ensure the compatibility of adjacent land uses and provide for open space;
 - C. Regulate areas subject to seasonal and periodic flooding and provide for drainage and storm water management;
 - D. Protect potable water wellfields and aquifer recharge areas;
 - E. Regulate the placement, size and design of signs in the ~~zoning code~~ ULDC in order to enhance local businesses and prevent sign pollution;
 - F. Ensure safe and convenient on-site traffic flow and vehicle parking needs;
 - G. Provide that development orders and permits shall not be issued which result in a reduction of the level of services for the affected public facilities below the level of service standards adopted in this Comprehensive Plan;
 - H. Create codes allowing diverse low impact home-based businesses;
 - I. Establish codes to regulate uses that create large scale places of assembly;
 - J. Buffer residential uses from non-residential ~~uses~~ uses and associated impacts using mechanisms to promote and enhance the rural natural environment; and.
 - K. Direct future commercial low and commercial low office development to the Southern Boulevard corridor.
- 1.1B.6 Policy:
In reviewing applications for development permits, the Town shall consider all relevant factors, including but not limited to, consistency and compatibility with the Future Land Use Element of the Comprehensive Plan, together with all other Comprehensive Plan elements. The Town shall also consider

compatibility with adjacent zoning, approved plats and existing land uses, including occupied residential areas.

1.1B.7 Policy:

The Town shall encourage the use of innovative land development regulations that enhance the rural atmosphere, reduce energy usage and reduce greenhouse gas emissions.

1.1B.8 Policy:

The Town will discourage and assess potential for urban sprawl in formal review of development proposals utilizing criteria in ~~Rule 9J-5.006(5)(g) F.A.C.~~ Florida Statutes Section 163.3177(6) (a) 2 h.

1.1B.9 Policy:

The Town shall continue to maintain the rural zoning regulations for areas designated Rural Residential in order to protect and preserve the rural communities of present and future residents of these areas. The regulations shall, at a minimum:

A1. Retain an agricultural/residential zoning category and the agricultural uses, including agritourism uses, permitted by the Town's land development code and Florida Statutes Sections 193.461, 570.85 and 570.87.

B2. Provide for zoning districts, which appropriately accommodate residential ~~and/or agricultural~~ and/or agricultural uses, which are consistent with the Rural Residential Future Land Use designation;

C3. Provide assurances that allowed agricultural uses shall be compatible with a rural residential neighborhood in the land development code;

D4. Guarantee the keeping of livestock;

E5. Maintain specific regulations to restrict the types of non-residential and nonagricultural uses allowed and promote the rural character through design,

~~6. Allow home occupation uses that will not degrade the rural character of the area;~~

F7. Include provisions for legal non-conforming agricultural uses consistent with this Plan, while not violating the Right-to-Farm Act; and,

G8. Include provisions that: encourage maximizing the preservation of open space and protection of native vegetation and tree canopy in front, rear, and side yards; preserve environmental systems; protect wildlife; and retain the rural character.

1.1B.10 Policy:

Define accessory uses while recognizing the protections provided in the Right to Farm Act and minimize adverse impacts on neighboring properties including the use of Best Management Practices where available.

1.1B.11 Policy:

The Town shall ~~investigate~~ coordinate with the Palm Beach County Property Conservation land use or easement and when the land is dedicated to natural resource protection, ~~by December 2010.~~

1.1B.12 Policy:

The Town shall regulate in the ~~land development code~~ ULDC accessory dwelling units, which may include and shall not be limited to caretaker quarters, and groom's quarters.

- ~~A. The Town shall allow accessory dwelling units limited to one bedroom and one bathroom.~~
- ~~b. Caretaker quarters shall be allowed on parcels with bona fide agricultural uses.~~
- ~~c. Groom's quarters shall be allowed on parcels where there are equestrian uses.~~

1.1B.13 Policy:

The Town shall base all future land use decisions upon and consistent consistency with the adopted Comprehensive Plan.

1.1B.14 Policy:

Town will continue to adopt and enforce ~~a set of~~ land development regulations that are consistent with and implement the Town's Comprehensive Plan, within one year of adoption of the Comprehensive Plan and submit them to DCA for review.

1.1B.15 Policy:

The Multiple Land Use (MLU) land use designation may be assigned to parcels which are planned to incorporate more than one land use category within a unified plan of development in order to implement Comprehensive Plan directives, including: promotion of sustainable living concepts, preservation of the natural environment, joint traffic impacts assessment; encouragement of alternative transportation modes and economic growth, and mitigation of potential adverse impacts to surrounding areas. In order to be approved by the Town for an MLU designation, a parcel of land shall meet the following criteria:

- A. Minimum Parcel Size: 50 acres;
- B. Road Frontage and Primary Access: A minimum of 1,000 linear feet on an arterial roadway, as defined in Table TRN 1 Local Roads Functional Classification System and illustrated on Map TRN 1 Local Roads Classification Map on Map TRN 2.3 of the Comprehensive Plan;
- C. Maximum Parcel Depth from Road Frontage: 2,000 linear feet;

- D. Mix of Land Uses: Each parcel assigned an MLU land use designation shall contain a combination of three (3) or more land uses from those listed in Table 1-8 FLU-1;
- E. Development Intensity: The maximum aggregate development potential for an MLU-designated parcel shall be determined by multiplying the acreage of each included land use category by its intensity, as defined in Table 4-8, FLU-1 and summing the result. However, based upon the infrastructure impact assessments performed during the approval process, or voluntarily by an applicant, development potential may be limited by the Town Council;
- F. Conditions of Approval: Any conditions of approval limiting development intensity of an MLU, or other conditions deemed necessary to implement Comprehensive Plan directives shall be stated in the form of Special Policies under Objective 1.15 of the Future Land Use Element of the Comprehensive Plan; and,
- G. Future Land Use Map: Each parcel of land with an approved MLU land use designation shall be so indicated on the Future Land Use Map, along with notes referring to conditions of approval enacted by special policy under Objective 1.15 of the Future Land Use Element.

1.2 *Objective:*

Development of a rural style commercial center consisting of accessible shopping, recreation, and employment opportunities for Town residents, shall be limited to the Southern Boulevard Corridor.

1.2.1 Policy:

The Town shall limit new commercial development to areas south of East Citrus Road Drive border to border.

1.2.2 Policy: Reserved

~~The Town shall examine a special taxing district for non-residential uses south East Citrus Road East border to border by December 2010.~~

1.2.3 Policy:

The Town shall may endorse a substantial equestrian facility along the Southern Boulevard Corridor.

Table FLU _1-4 Future Land Uses

<i>Land Use Category</i>	<i>Zoning District(s)</i>	<i>Density</i>	<i>Intensity (Maximum Floor Area Ratio)</i>	<i>Uses</i>
<i>RESIDENTIAL</i>				
Rural Residential 5 (RR-5)	<u>Agricultural Residential</u>	1 du/5 acres	0.15 (non-residential uses only)	Single-family dwelling units and agricultural uses. Agricultural uses shall be compatible with a rural residential neighborhood.
<i>COMMERCIAL</i>				
Commercial Low Uses (CL)	<u>Commercial Low (CL)</u>		0.15	A limited range of neighborhood-oriented commercial activities designed primarily to provide services to adjacent residential areas, including limited access self-storage, childcare, and recreational facilities. Limited institutional and public facilities allowed.
Commercial Office Uses - Commercial Low (CL-O)	<u>Commercial Low (CL-O)</u>		0.20	Offices for administrative, professional and business purposes; <u>medical and accessory offices; childcare facilities;</u> banking and financial institutions; membership organizations; and, uses that are accessory to the office use including restaurants. Limited institutional and public facilities allowed.
<i>INSTITUTIONAL</i>				

<i>Land Use Category</i>	<i><u>Zoning District(s)</u></i>	<i>Density</i>	<i>Intensity (Maximum Floor Area Ratio)</i>	<i>Uses</i>
Institutional and Public Facilities (INST)	<u>Institutional and Public Facilities (INST)</u>		0.10	Uses permitted in the Institutional and Public Facilities future land use designation include a full range of regional and community uses such as educational facilities; childcare facilities and adult day care facilities; congregate living facilities; medical and accessory offices; hospitals, public health clinics, emergency shelters; governmental, religious, cemetery, civic, cultural, judicial, and caretakers' quarters.
<i>PARKS AND RECREATION</i>				
Parks and Recreation (PARK)	<u>Parks and Recreation (PARK)</u>		0.10	Developed or planned sites owned by a governmental entity that provide the public an opportunity to partake in a variety of recreational activities that may be active, passive, or special in nature in a safe and convenient manner that is compatible with its environs.
<i>CONSERVATION</i>				
Conservation (CON)	<u>Conservation Sanctuary</u>		0.05	Natural areas for the purpose of conserving or protecting natural resources or environmental quality. These areas may be used for wildlife management, passive recreation, and environmental restoration/ preservation. The Town shall designate lands which contain natural resources that are to be protected, restored, enhanced, and managed, as appropriate, to sustain viable ecosystems and wildlife habitat and natural resources. These natural areas may include site improvements to support uses which are deemed appropriate and consistent with the function of the designated area.
<i>MULTIPLE LAND USE</i>				

<i>Land Use Category</i>	<i><u>Zoning District(s)</u></i>	<i>Density</i>	<i>Intensity (Maximum Floor Area Ratio)</i>	<i>Uses</i>
Multiple Land Use (MLU)	Ref: Policy 1.1B.14	Ref: Policy 1.1.B.14		Parcels planned to incorporate multiple Town land use categories, as defined herein, within a unified development concept. Uses may vary from parcel to parcel, depending upon the approved mix of Town land use categories incorporated therein, consistent with Policy 1.1.14 and site specific policies, per Objective 1.15.

Notes: 1. The density calculation for a property is based on the property's gross acreage. 2. That portion of a property dedicated for right-of-way in exchange for compensation may not subsequently be included with the parent property or another property for the purpose of a density or intensity calculation.

- 1.2.4 Policy:
The Town shall consider extension of Tangerine Drive from B Road the equivalent of 161st Terrace to E D Road.
- 1.2.5 Policy:
The following uses are prohibited: additional big box; gas station; vehicle/car dealerships; and large industrial complexes.
- 1.2.6 Policy:
The maximum Floor-Area-Ratio of a self-storage facility may be increased above 0.15 provided that parking, loading, landscape, building height, setback and buffer requirements are satisfied.
- 1.3 Objective:
The Town shall strive to encourage a rural community design and look.
- 1.3.1 Policy:
The Town shall adopt an ordinance architectural guidelines for non-residential development that reflects and updates the Rural Vista Guidelines, ~~by January 2010.~~
- 1.4 Objective:
The Town shall effectively manage and monitor development and redevelopment to assure that facilities and services meet adopted levels of service.
- 1.4.1 Policy:
Development orders and permits will be conditioned on the availability of the facilities and services necessary to serve the proposed development.
- 1.4.2 Policy:
Land use regulations shall require that facilities and services meet the established level of service standards and are available concurrent with the impacts of development.
- 1.4.3 Policy:
Providers of public facilities must be able to authorize service to the various land uses at the same time as the land uses are permitted.
- 1.4.4 Policy:
Ensure that new development bears a proportionate fair share of the cost for public facility improvements needed to accommodate the impacts of new development by utilizing a variety of mechanisms to access and collect impact fees, dedications and/or contributions from private development.
- 1.4.5 Policy:
Ensure the availability of suitable land for utility facilities necessary to support proposed developments.
- 1.5 Objective:
The Town shall specify the land use categories in which public schools are an allowable use.

- 1.5.1 Policy:
~~The Town shall allow~~ Future public schools may be allowed as a permitted use subject to special exception approval by the Town Council in the Institutional and Public Facilities (INST) future land use category with a preference for upper grade level schools to be located on Southern Boulevard. In any event, Special Policy 1.15.4 of the Future Land Use Element shall be interpreted as the Palm Beach State College property remaining a lawful use and not transformed to a nonconforming use by virtue of any amendment to the permitted uses in the Rural Residential 5 (RR 5) Land Use Category or the Town's Unified Land Development Code (ULDC).
- 1.5.2 Policy:
To the extent possible, the Town shall support the collocation of school sites with public facilities such as parks, libraries, and community centers.
- 1.6 *Objective:*
The Town shall maintain an emergency management plan to reduce or eliminate the exposure of human life and public and private property to natural hazards.
- 1.6.1 Policy:
The Town shall ~~prepare~~ maintain a Comprehensive Emergency Management Plan to ensure that actions needed to protect the public health and safety shall receive first priority in emergency permitting decisions, ~~by March 2009~~.
- 1.6.2 Policy:
The Town shall coordinate ~~their~~ its Comprehensive Emergency Management Plan with the County Emergency Management Office for compliance with the County Emergency Management Plan.
- 1.6.3 Policy:
The Town shall ensure level of service standards for public facilities are returned to pre-storm levels as soon as possible after a storm event.
- 1.6.4 Policy:
The Town shall ~~prepare~~ maintain a post-disaster redevelopment plan, ~~by December 2010~~.
- 1.7 *Objective:*
Provide identification, protection and awareness of historic resources in order to preserve the Town's unique history.
- 1.7.1 Policy:
The Town of ~~Lexahatchee Groves~~ shall identify opportunities to exhibit Town history in future Town facilities, greenways and equestrian multi-use trails, and within parks located within the Town.
- 1.7.2 Policy:
The Town shall coordinate historic resource protection activities, procedures and programs with applicable state and federal laws, policies and guidelines.

1.7.3 Policy:
The Town shall undertake a survey of historic properties by 2011. At the time of each required Evaluation and Appraisal Report, evaluate the need to designate any housing structures as locally historically significant and in need of special consideration under the provisions and criteria cited in the Standard Housing code.

1.8 Objective:
The Town shall monitor and protect natural resources in accord with the goals, objectives and policies in the Conservation Element.

1.8.1 Policy:
The Town shall require approval from all applicable external agencies regarding the protection of environmentally sensitive habitats.

1.9 Objective:
Protect the quality and quantity of the Town's potable water supply by limiting activities and land uses within the wellfield areas.

1.9.1 Policy:
New septic tank systems shall meet applicable state standards for permitting.

1.10 Objective:
Minimize flooding problems by coordinating future land uses with topographic, drainage and stormwater management systems and appropriate development codes and regulations.

1.10.1 Policy:
Town development codes shall contain floodplain protection provisions consistent with the criteria and mapping of the Federal Emergency Management Administration.

1.10.2 Policy:
~~Through the land development code, public roads and parking lots shall be designed consistent with the criteria of the Loxahatchee Groves Water Control District and the South Florida Water Management District. Public roads and parking lots shall be designed consistent with the requirements of the ULDC and the South Florida Water Management District.~~

1.10.3 Policy:
New development shall meet the requirements of the ULDC. ~~coordinate with the South Florida Water Management District, the Loxahatchee Groves Water Control District and appropriate agencies in Palm Beach County ("PBC") to provide consistency with water management regulations.~~

The Town shall work towards the elimination of existing land uses which are inconsistent with the Town's development pattern and not compatible with the proposed future land uses.

1.11.1 Policy:
Inconsistent uses are hereby defined as any uses which are located on a site where they would not be permitted by this comprehensive plan.

1.11.2 Policy:
The Town shall adopt and maintain land development regulations which protect the rights of property owners to continue non-conforming uses, but which, at a minimum, provide for the termination of such rights upon the abandonment of a non-conforming use ~~for an extended period of time~~ as specified in the ULDC.

1.11.3 Policy:
Uses that are non-conforming due to density. Existing legally permitted and constructed structures as of the date of adoption of the comprehensive plan may remain. If the legally permitted structure is damaged, destroyed or redeveloped so as to require substantial improvement, it may be repaired, replaced or restored to the same density, provided that the development is brought into compliance with all other applicable codes and regulations.

1.11.4 Policy:
Owners of non-conforming lots of record that were legally established prior to the date of incorporation may construct one single family home on their lot.

1.11.5 Policy:
The existing naturist recreational vehicle park which includes private club and accessory recreational facilities legally established prior to the date of incorporation may remain.

1.12 *Objective:*
The Town shall consider changes to the future land use plan based upon energy-efficient land use patterns and discouragement of sprawl accounting for existing and future energy electric power generation and transmission systems.

1.12.1 Policy:
The Town shall ensure the Town's comprehensive plan and land development code does not prevent the construction of electric substations within the Town.

1.12.2 Policy:
The land development code shall allow for use of alternate, renewable sources of energy including the use of solar panels.

1.12.3. Policy: Reserved

1.12.4 Policy:
The Town shall continue to allow home based businesses to the extent that impacts are compatible with an agricultural/residential community.

1.12.5 Policy:
The Town will strive to reduce greenhouse gas emissions by reducing traffic congestion and air pollution. The Town will promote alternative forms of transportation by solidifying a greenways/~~equestrian~~ multi-use trail plan and

cooperating with PBC for new and improved transit. The Town will also plan internal roadways and cross access between parcels that will allow for more efficient travel.

1.12.6 Policy:

The Town shall ensure development and redevelopment is transit-ready along major transportation corridors.

1.13 *Objective:*

The Town shall implement greenhouse gas reduction strategies.

1.13.1 Policy: Reserved

~~The Town shall educate residents on home energy reduction strategies.~~

1.13.2 Policy: Reserved

~~The Town shall educate residents, business owners and farmworkers on the cost and environmental effects of automobile idling.~~

1.13.3 Policy:

The Town shall encourage and educate the public in the planting and maintenance of trees and provide public education on the placement of canopy trees and other landscape materials to strategically provide shade and reduce energy consumption.

1.13.4 Policy:

The Town shall continue to reduce the heat island effect by supporting sustainable agricultural uses and practices with in the Town such as Department of Agriculture Best Management Practices.

1.13.5 Policy:

The Town shall continue to require open space and pervious surface areas in development and redevelopment.

1.13.6 Policy:

The Town shall ~~amend~~ maintain the land development regulations to that include ~~adopt~~ specific standards and strategies that to address greenhouse gas emissions, energy efficient housing, and overall energy conservation, ~~within one year of adoption of the Comprehensive Plan.~~

1.14 *Objective:*

The Town shall encourage the redevelopment and renewal of blighted areas in order to ensure stability of the community as needed.

1.14.1 Policy:

Establish administrative procedures to require rehabilitation and/or demolition of housing, if necessary, following a natural disaster or if a dwelling unit is damaged by fire beyond repair.

1.14.2 Policy: Reserved

~~At the time of each required Evaluation and Appraisal Report, evaluate the need to designate any housing structures as locally historically significant and in need~~

~~of special consideration under the provisions and criteria cited in the Standard Housing Code.~~

1.15 *Objective:*

Special land use policies may be adopted by ~~Loxahatchee Groves~~ the Town when necessary to address site-specific issues related to implementing the ~~Loxahatchee Groves Comprehensive Plan~~ and its special planning studies.

1.15.1: Special Policy: Reserved

1.15.2 Special Policy:

~~A.(1)~~ Land use and density/intensity of development on the property delineated as "Special Policy 1.15.2" on the Future Land Use Map, Map # FLU -1.10, shall be regulated by the application of the Multiple Land Use (MLU) land use category, and the following criteria: Commercial Low (CL) – Maximum of 34.34 acres/ 103,000 sq. ft. of retail commercial space; Commercial Low Office - Maximum of 16.0 acres/44,000 sq. ft. of professional and medical office commercial space; and Institutional – Minimum of 40.0 acres/Maximum of 128 congregate living beds.

~~B.(2)~~ A 300-foot wide buffer shall be incorporated in the master plan along that portion of the MLU adjacent to the Collecting Canal.

1.15.3 Special Policy:

Land use and intensity of development on the property delineated "Special Policy 1.15.3" on the Future Land Use Map, Map #FLU -1.10, shall be regulated by the application of the following: (a) The applicant shall record a Deed Restriction which shall provide that the Intensity of development shall not exceed a floor-area- ratio (F.A.R.) of 0.074 in order to accommodate a maximum of 30,000 sq. ft. of commercial low intensity uses; and (b) this restriction shall automatically increase to whatever F.A.R. may be subsequently granted by the Town Council to any other Commercial Low designated property fronting on Okeechobee Boulevard and lying within the Town limits.

~~A.(1)~~. A Conceptual Site Plan reflecting the 0.074 F.A.R. shall be approved as part of the initial rezoning approval. Subject to potential future F.A.R. increases permitted by Special Policy 1.15.3(b), development uses, access and intensity shall be consistent with the Conceptual Site Plan.

~~B.(2)~~. Any increase in development intensity above a 0.074 F.A.R., as permitted in Special Policy 1.15.3(b), shall be processed through the Town's site plan or site plan amendment approval process, as appropriate.

1.15.4 Special Policy:

Development on the Palm Beach State College Property delineated as "Special Policy 1.15.4" on the Future Land Use Map, Map # FLU-1.10, shall be regulated by the following criteria:

~~A.(1) Policy 1.15.4 a:~~ Development of the property shall be governed only by the following regulations:

- ia. SREF- State Requirements for Educational Facilities as adopted in Rule 6A-2.0010;
- ii. Florida Building Code;
- iii. Florida Fire Prevention Code;
- iv. South Florida Water Management District; and,
- v. Loxahatchee Groves Water Control District.

~~B.(2) Policy 1.15.4-b:~~ A “Master Site Development Plan” providing the following information for the overall site shall be submitted to the Town for approval prior to issuance of the first building permit:

- ia. Site Acreage;
- ii. Site boundaries clearly identified, and ties to section corners;
- iii. Existing and proposed land uses and existing uses on adjacent land;
- iv. Generalized location of development areas and uses;
- v. Indication of vehicular connections to public rights-of-way;
- vi. A valid Conceptual Driveway Permit approval from the Florida Department of Transportation issued pursuant to the “State Highway System Access Management Classification System and Standards”, as amended;
- vii. Design Guidelines to be consistent with the intentions of the Town’s Rural Vista Guidelines as can be applied to a college campus;
- viii. All adjacent public and private rights-of-way and easements, indication of ultimate right-of-way line, centerline, width, pavement width, existing and proposed median cuts and intersections, street light poles and other utility facilities and easements;
- ix. Indication of existing native vegetation that will be preserved;
- x. A detail of the proposed buffer for screening along the northern boundary, including addressing removal of invasive vegetation and replanting; and,
- xi. Site Data, including the maximum intensity permitted on site.

C.(3) Policy 1.15.4-c: A copy of the “Campus Master Plan” prepared pursuant to State Requirements for Educational Facilities as adopted in Rule 6A- 2.0010 and all future 5-year updates shall be submitted to the Town of Loxahatchee Groves for informational purposes. The 5 - year updates to the “Campus Master Plan” shall be submitted to the Town of Loxahatchee Groves for informational purposes prior to submission of the Plan to the Department of Education. During the development of the Educational Plant Survey and the Campus Master Plan, the Town shall be given the opportunity to raise any issues or concerns with the Plan for consideration by the College.

1.15.5 Special Policy: Reserved

1.15.6 Special Policy:

The existing veterinary clinic use for the treatment of small and large animals on the property delineated as “Special Policy 1.15.6” on the Future Land Use Map, Map #FLU-1.10, is determined to be legal and conforming to the Loxahatchee Groves Unified Land Development Code (ULDC) and may expand subject to the land development regulations therein, provided that the on-site care and

treatment of Class I and Class II wildlife, as defined in Florida Administrative Code Section 68A-6.002(1), is prohibited.

1.15.7 Special Policy:

Properties within the area defined by the following features, where a planned mixture of non-residential land use designations currently predominates, may apply for a change in land use to a MLU, CL, CLO, INST or CON Future Land Use designation: Collecting Canal (north), Southern Boulevard (south), "C" Road (east), and "B" Road (west). The intent of this policy is to exempt the subject properties from policies 1.1.5.k, 1.1.15.a, 1.1.15.b, and 1.2.1

MAP FLU-1-2035 Future Land Use MAP

(Refer to the following page)



MAP FLU-1 2035 Future Land Use Map

Legend

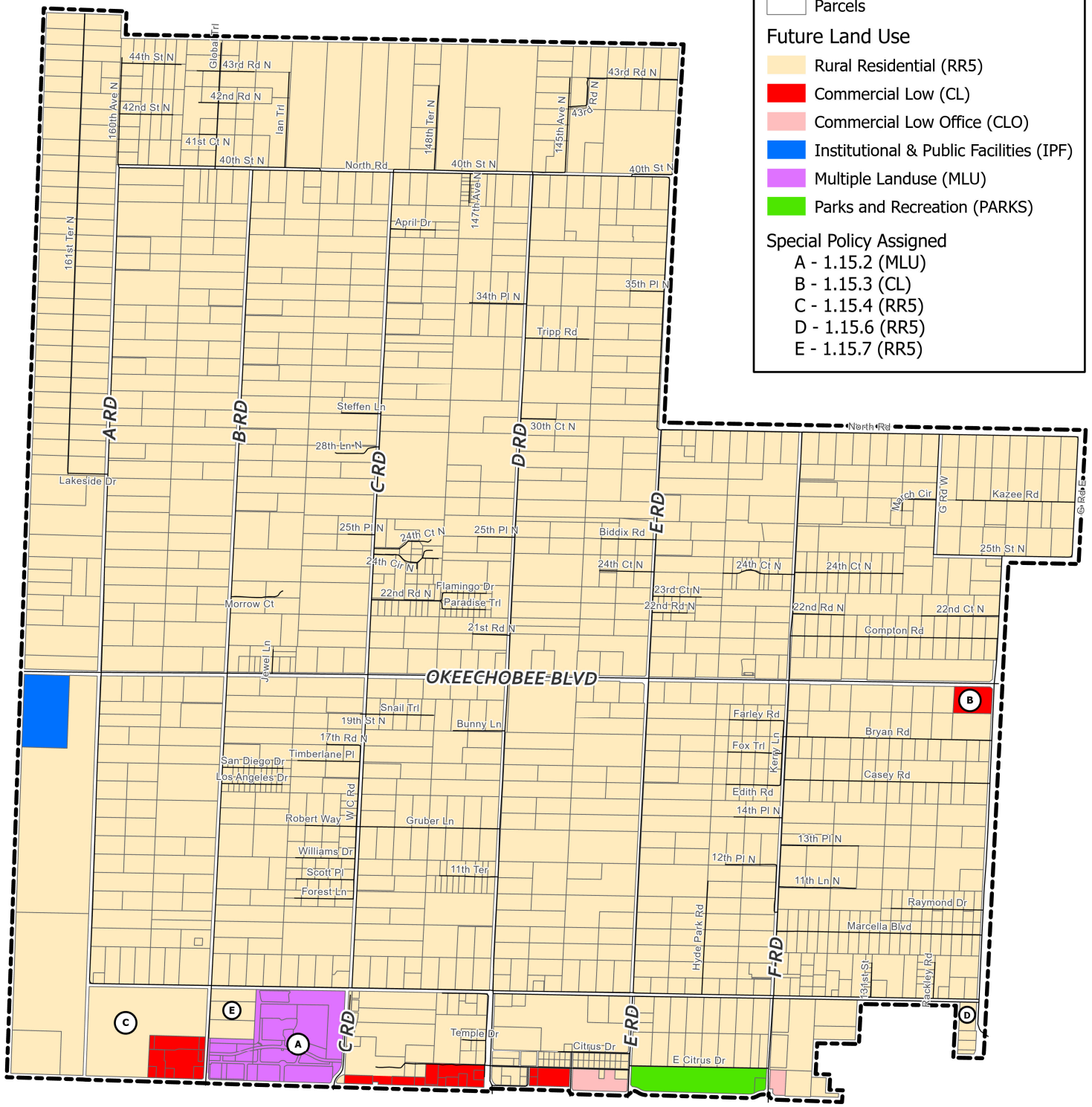
- Municipal_Boundaries (Dashed line)
- Roads (Solid line)
- Parcels (Thin solid line)

Future Land Use

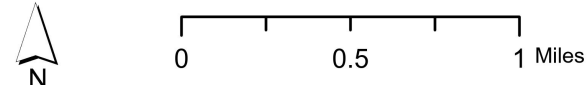
- Rural Residential (RR5) (Yellow)
- Commercial Low (CL) (Red)
- Commercial Low Office (CLO) (Pink)
- Institutional & Public Facilities (IPF) (Blue)
- Multiple Landuse (MLU) (Purple)
- Parks and Recreation (PARKS) (Green)

Special Policy Assigned

- A - 1.15.2 (MLU)
- B - 1.15.3 (CL)
- C - 1.15.4 (RR5)
- D - 1.15.6 (RR5)
- E - 1.15.7 (RR5)



Source: 2023 Town of Loxahatchee
Municipal Boundaries, Roads FLU;
County Property Appraiser Parcels



TRANSPORTATION ELEMENT

GOALS, OBJECTIVES AND POLICIES (~~Rev. Ord. 2013-08; Ord. 2017-01; Ord. 2018-10~~)

GOAL 2: TRANSPORTATION

The Town of ~~Loxahatchee Groves~~ shall provide, maintain and improve a safe, convenient and energy efficient multi-modal transportation system that is consistent with the Town's growth management principles, specifically the maintenance of its character, and is coordinated with a regional network which balances the needs of all current and future users in a manner to ensure the economic vitality of the Town as a rural residential and agricultural community and the enhancement of the Town's quality of life.

Concurrency Management

2.1 *Objective:*

The Town shall ensure that adequate public facilities are available concurrent with the impacts of development, and shall monitor impacts resulting from new development.

2.1.1 Policy:

The Town's Major Roads Functional Classification System is illustrated on Map TRN-1. The Town of ~~Loxahatchee Groves~~ shall ~~adopt~~ support the generalized two-way peak hour volumes for Florida's Urbanized Areas for all County urban collector roadways such as Okeechobee Boulevard at the Level of Service (LOS) "D" standard. However, in order to maintain Okeechobee Boulevard as a two-lane section, the Town may pursue a CRALLS (Constrained Roadway Operating At A Lower Level Of Service) designation or alternative roadway classification.

2.1.2 Policy:

The Town of ~~Loxahatchee Groves~~ shall adopt the generalized two-way peak hour volumes at the Level of Service standards established by the Florida Department of Transportation for all roadways on the State Highway System, Florida Intrastate Highway System (FIHS), and/or Strategic Intermodal System (SIS).

2.1.3 Policy:

The transportation network should be kept at the adopted Levels of Service by means of implementation of improvements to correct projected deficiencies. Projects should be listed in the Five-Year Schedule of Capital Improvements.

2.1.4 Policy:

The Town shall coordinate with Palm Beach County (“PBC”) and the Florida Department of Transportation to address the deficiencies of roadways, as identified in the existing and future level of service analysis.

2.1.5 Policy:

Prior to the granting of a building permit, an applicant shall obtain transportation concurrency approval from ~~Palm Beach County~~ PBC and the Town. No building permit will be issued unless documentation of the corresponding transportation concurrency approval certificate has been presented.

2.1.6 Policy:

Transportation facilities needed to serve new development shall be in place or under actual construction within 3 years after the Town approves a building permit that results in traffic generation.

Intergovernmental Coordination

2.2 *Objective:*

The Town of ~~Loxahatchee Groves~~ shall participate in cooperative intergovernmental plans and programs to improve the safety, efficiency of the transportation system, while protecting the interests of the Town.

2.2.1 Policy:

The Town of ~~Loxahatchee Groves~~ shall coordinate with Palm Tran and the Palm Beach County ~~MPO~~ Transportation Planning Agency to identify programs and policies that will assist in the provision of a convenient, public transit network that will provide both local and regional connections and that will accommodate the physically disabled.

2.2.2 Policy:

The Town of ~~Loxahatchee Groves~~ shall participate in cooperative intergovernmental plans and programs that will improve safety for users of all modes of transportation including pedestrian, bicycle, equestrian, motor vehicle and transit.

2.2.3 Policy: Reserved.

2.2.4 Policy:

The Town of ~~Loxahatchee Groves~~ will coordinate with all affected local governments, special districts, the Florida Department of Transportation, ~~Palm Beach County~~ PBC, Palm Beach County ~~MPO~~ Transportation Planning Agency and other public agencies to provide input and advocate for implementation of the Town’s policies regarding future roadway plans for Okeechobee Boulevard, SR-80 and other roadways as necessary. The Town shall accordingly protect rights-

of-way for future roadway projects and shall include right-of-way requirements in the Land Development Regulations.

2.2.5 Policy:

The following shall be Town policies: (1) permanent removal of the “E” Road, 140th Avenue extension; (2) annual exclusion of that portion of Okeechobee Boulevard from Folsom Road to west of “A” Road from consideration of expansion to four lanes from the County’s 5-Year Road Program; (3) support for the extension of Seminole Pratt-Whitney Road north to State Road 710, the Beeline Highway; (4) opposition to the extension of Okeechobee Boulevard to State Road 80 (Southern Boulevard); and (5) support of the extension of State Road 7 from Okeechobee Boulevard to Northlake Boulevard.

2.2.6 Policy:

In order to maintain the two-lane section on Okeechobee Boulevard and protect its rural character, the Town shall support implementation of the following:

A. Designation of the section of Okeechobee Boulevard within Loxahatchee Groves a Rural Minor Collector on the County’s Roadway Classification Map and designed as a Rural Parkway;

B. Traffic calming features to include, but not limited to, roundabouts, traffic signals, and/or stop signs at the Letter Road intersections; and

C. Implementation and enforcement of reduced speed limits.

D. Increase landscaping along and within the right-of-way to enhance rural feel.

2.2.7 Policy:

The Town shall review roadways and intersections with frequent speeding occurrences, operational deficiencies, and/or high crash frequencies. Specifically, the Town shall investigate strategies to coordinate with the Florida Department of Transportation and ~~Palm Beach County~~ PBC to:

A4. Address traffic operational deficiencies at Southern Boulevard intersections; and,

B2. Reduce speeding on Okeechobee Boulevard.

2.2.8 Policy:

On an annual basis, work with PBC to incorporate future roadway improvements that implement the Town’s Okeechobee Boulevard planning ~~policy~~ Policies 2.2.5 and 2.2.6 within the Five-Year Transportation Improvement Program (TIP). In this

regard, the Town Council shall be represented at Transportation Planning Agency meetings in preparation of the TIP.

Greenways and Equestrian Multi-Use Trails

2.3 Objective:

The Town of Loxahatchee Groves shall develop a greenway and equestrian multi-use system to meet the needs and interests of the residents of Loxahatchee Groves. To assist in this effort, the Town may maintain the Roadway Equestrian Trails and Greenways (TAG) (RETAG) Advisory Committee, ~~created by Town Resolution 2011-05.~~

2.3.1 Policy:

The Town shall create a map of existing equestrian riding and multi-use trails.

2.3.2 Policy:

The Town shall work toward establishing equestrian multi-use trails and greenways within the existing canal maintenance easements on all Letter Roads. In addition, the Town shall identify new connections to existing trails, which if acquired would greatly enhance pedestrian, bicycle, or equestrian circulation throughout the Town.

2.3.3 Policy:

A plan for a cohesive internal trail system with connections to neighboring communities may be completed, ~~under the direction of the Roadway, Equestrian Trails and Greenways (RETAG) (TAG) Committee.~~

~~2.3.4: Policy: Reserved~~

~~Annually, the RETAG MU TAG Committee shall assess whether the greenway and equestrian trail system is sufficient for the needs of the residents. As part of its annual assessment, RETAG MU TAG shall recommend projects to be included in the Five Year Schedule of Improvements.~~

2.3.5 Policy:

The greenway and equestrian multi-use trails system, wherever feasible, shall provide connectivity among connections between residential properties homes, parks, recreational facilities, open spaces, and commercial facilities throughout the Town.

2.3.6 Policy:

All vehicular parking for land uses properties which are adjacent to the greenway and equestrian multi-use trail system should provide the parking on a side away from the trail.

2.3.7 Policy:

The Town, ~~in cooperation with LGWCD and the RETAG~~, shall develop minimum design standards for greenway and ~~equestrian~~ multi-use trails for inclusion in its Land Development Regulations. ~~The Town shall coordinate the application of its minimum design standards with the LGWCD whenever a proposed greenway or equestrian trail falls within an LGWCD right-of-way. Further, the RETAG shall work cooperatively with the Loxahatchee Groves Water Control District to develop trail design documents.~~

2.3.8 Policy: Reserve

~~The greenway and equestrian multi-use trail system shall be maintained and improved to be consistent with the Town's minimum design standards.~~

2.3.9 Policy:

The Town ~~shall~~ may use landscaping and signs to visually identify crossings and trail access points. ~~Safe and controlled crossings shall be provided.~~

2.3.10 Policy:

The Town may encourage and accept additional ~~shall ensure sufficient~~ right-of-way and easements ~~is preserved~~ to construct and maintain the multi-use trails.

2.3.11 Policy:

The Town shall coordinate the provision of greenway and ~~equestrian~~ multi-use trail connections among adjoining or abutting properties during the site plan review process.

2.4 *Objective:*

The Town of Loxahatchee Groves' greenway and equestrian multi-use trail system shall be financially feasible.

2.4.1 Policy: Reserved

~~The Town shall determine which trails should be considered for public ownership.~~

2.4.2 Policy:

The Town shall explore the possibility of obtaining grants, gifts, contributions, funding assistance, and other financial resources for the development of equestrian riding multi-use trails.

2.4.3 Policy:

The Town should pursue joint efforts with all affected local governments, special districts, and other public agencies with respect to the acquisition, development and maintenance of multi-use trails as a means for reducing costs and pooling resources.

2.4.4 Policy:

The following ~~equestrian~~ multi-use trails and greenways projects shall be pursued by the Town until such time that a plan pursuant to Policy 2-3.3 is completed:

- A. North-South Town-wide trail connectivity along all Letter Roads by pursuing trail crossings of Okeechobee Boulevard and Collecting Canal at these intersections;
- B. East-West Town-wide trail connectivity ~~along easements along the south side of Collecting Canal and 6th Court North, North Road, and Okeechobee Boulevard;~~
- C. Multi-use ~~Equestrian~~ trail/greenway easements within future non-residential developments along Southern Boulevard ~~Equestrian Trail easements to provide connectivity between Loxahatchee Groves Park and the existing trail on F Road; and,~~
- D. Additional projects as deemed appropriate by the Town Council, as the opportunity arises.

Land Use/Transportation Coordination

2.5 *Objective:*

The Town shall coordinate the transportation system with the future land use map and ensure land uses are consistent with transportation modes and services proposed to serve those areas.

2.5.1 Policy:

The Town shall encourage connectivity ~~among~~ within all new development and redevelopment projects so as to minimize impacts on the roadway network.

2.5.2 Policy: Reserved

~~The Town shall collocate where possible primary civic facilities, thereby reducing the number of vehicle trips.~~

2.5.3 Policy:

The Town shall coordinate the transportation system with land uses through implementation of, but not limited to, the following programs, activities or actions:

- A4. Transportation facilities and services shall be planned and located in a manner which minimizes the potential impacts on adjacent land uses with consideration given specially to existing residential areas;
- ~~2. Intermodal facilities shall be located so as to maximize the efficiency of the transportation system; and,~~
- ~~3. All opportunities to provide adequate bus shelters will be explored~~

Right-of-Way Protection

- 2.6 *Objective:*
The Town of Loxahatchee Groves shall ensure that future development does not encroach upon existing rights of-way.
- 2.6.1 Policy:
 The Town shall ensure that future development does not encroach upon existing rights-of-way.
- 2.6.2 Policy:
 Future right-of-way requirements for State and County roads, illustrated on Map TRN 1 Major Roads Functional Classification Map, shall be established in conformance with ~~Palm Beach County~~ PBC Standards to meet future needs, while maintaining the rural character of the Town.
- 2.6.3 Policy:
 The Town shall continue to obtain additional survey data on the Town roads as the basis for implementing future road improvements.

Safety, Maintenance and Improvement of Local Roadways

- 2.7 *Objective:*
The Town shall maintain a safe local roadway network.
- 2.7.1 Policy:
 For the purpose of allocating public maintenance and capital improvements projects funds, the Town's local roads shall be classified ~~as follows:~~ in Table TRN 1 Local Roads Functional Classification System and illustrated on Map TRN 2 Local Roads Classification Map.
- ~~1. Category 1— Surfaced local public roads under the jurisdiction of the Town.

 - ~~1. A.— Paved local public roads;~~
 - ~~1. B.— OGEM surfaced local public roads;~~~~
 - ~~2— Category 2— Unsurfaced local public roads;

 - ~~2. A.— Loxahatchee Groves Water Control District roads;~~
 - ~~2. B.— Town of Loxahatchee Groves roads;~~~~
 - ~~3.— Category 3— Private local roads (public access); and~~
 - ~~4— Category 4— Private local roads (no public access).~~
- 2.7.2 Policy:
 The Town shall continue to encourage joint use of driveways and cross access agreements among adjoining property owners to allow circulation between sites and reduce the number of vehicular trips along roadways.
- 2.7.3 Policy:

The Town shall ensure that proper traffic signage is provided on local roads including speed limit, warning, guide, and street name signs.

2.7.4 Policy:

The Town shall investigate and implement strategies with all affected governments, special districts, and other public agencies, including the LGWCD, to discourage cut-through traffic on local roads throughout the Town.

Table TRN 1
Local Roads Functional Classification System

<u>Road Classification</u>	<u>Function</u>	<u>Design Objective</u>
<u>Service Level 1</u>	<u>Principal public access from Town properties to both Okeechobee Boulevard and Southern Boulevard</u>	<u>Improved or unimproved, as determined by the Town</u>
<u>Service Level 2</u>	<u>Public access from Town properties to Okeechobee Boulevard or Southern Blvd.</u>	<u>Improved or unimproved, as determined by the Town</u>
	<u>Connector public access between two or more Service Level 1 Roads or Service Level 2 Roads</u>	<u>Improved or unimproved determined by Town and abutting owners</u>
<u>Service Level 4</u>	<u>Non-through public direct access to Town properties</u>	<u>Improvement can be requested by abutting owners and approved by Town.</u>
<u>Service Level 5</u>	<u>Non-through private direct access to Town properties</u>	<u>Improvements may be made by abutting owners</u>

Source: ~~Town of Loxahatchee Groves Roadway Equestrian Trail and Greenways Advisory Committee; 2019.~~

2.7.5 Policy: Reserved

2.7.6 Policy: Reserved

~~Implement Town Okeechobee Boulevard policies stated in Objective 1.1A of the Future Land Use Element.~~

2.7.7 Policy:

The Town shall coordinate with law enforcement agencies to reduce crashes and enforce traffic codes and regulations.

2.7.8 Policy:

The Town shall utilize and update the current Road, Greenway, and Roadways Equestrian multi-use Trails and Greenways Plan to guide future roadway and equestrian multi-use trails maintenance and safety improvements.

2.7.9 Policy:

The Town will strive to reduce greenhouse gas emissions by reducing traffic congestion and air pollution. ~~The Town will promote~~ by promoting alternative forms

of transportation by ~~solidifying a greenways/equestrian trail plan and cooperating with Palm Beach County PBC for new and improved transit. The Town will also plan internal roadways and cross access between parcels that will allow for more efficient travel.~~

2.7.10 Policy: Reserved

~~The Town shall continue to coordinate with LGWCD for proper maintenance of the roadways.~~

2.7.11 Policy:

The following general roadway programs, determined to be necessary for attaining or maintaining desired service levels, shall be pursued by the Town. Specific projects shall be included as part of the annual review and update of the Five-Year Schedule of Capital Improvements:

A1. Intersection control improvements at Okeechobee Boulevard and the Southern Boulevard intersections with “B”, “D” and “F” Roads;

B2. Installation of ~~OGEM~~ surface treatment and/or pavement at appropriate locations on the Town roads;

C3. Installation of ~~OGEM~~ surface treatment on non Town roads provided that public right-of-way dedications from all affected property owners are procured; and,

D4. Construction of new Town local roads, reconstruction or resurfacing of existing paved Town local roads, or paving or surfacing of existing graded Town local roads.

2.7.12 Policy:

Service Level 4 and Service Level 5 roads, including private access easements, shall not provide access to, and egress from the Town from areas outside of its corporate limits.

Transit

2.8 *Objective:*

The Town of ~~Loxahatchee Groves~~ shall support and coordinate with Palm Beach County PBC to provide safe, efficient, and convenient accessibility and availability to transit for all users.

2.8.1 Policy:

The Town shall coordinate with Palm Tran and the ~~MPO~~ Transportation Planning Agency to provide convenient service and access to intermodal terminals and facilities, including Palm Beach International Airport and other generators and attractors.

2.8.2 Policy:
The Town of ~~Loxahatchee Groves~~ shall coordinate with Palm Tran, and the ~~MPO~~ Transportation Planning Agency to identify programs and policies that will assist in the provision of a convenient, public transit network that will provide both local and regional connections and that will accommodate the physically disabled.

2.8.3 Policy:
Require all applicants for site plan approval of all non-residential development on a property fronting Southern Boulevard to ~~conform~~ comply with the need for a Bus Stop Boarding and Alighting Area (BSBAA), as determined by Palm Tran.

Greenhouse Gas Reduction

2.9 *Objective:*
The Town of ~~Loxahatchee Groves~~ shall support and coordinate with Palm Beach County to reduce greenhouse gas emission by promoting alternative modes of transportation.

2.9.1 Policy:
The Town will strive to reduce greenhouse gas emissions by reducing traffic congestion and air pollution. The Town will promote alternative forms of transportation by solidifying a ~~greenways/equestrian~~ multi-use trails and greenways plan and cooperating with Palm Beach County for new and improved transit. ~~The Town will also plan internal roadways and cross access between parcels that will allow for more efficient travel.~~

2.9.2 Policy:
The Town shall ensure redevelopment is transit-ready along major transportation corridors.

MAP TRN-1-Major Roads Functional Classification System
(Refer to the following page)

MAP TRN-2-Local Roads Classification System
(Refer to the following page)



MAP TRN-2 - Local Roads Classification Map

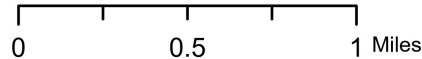
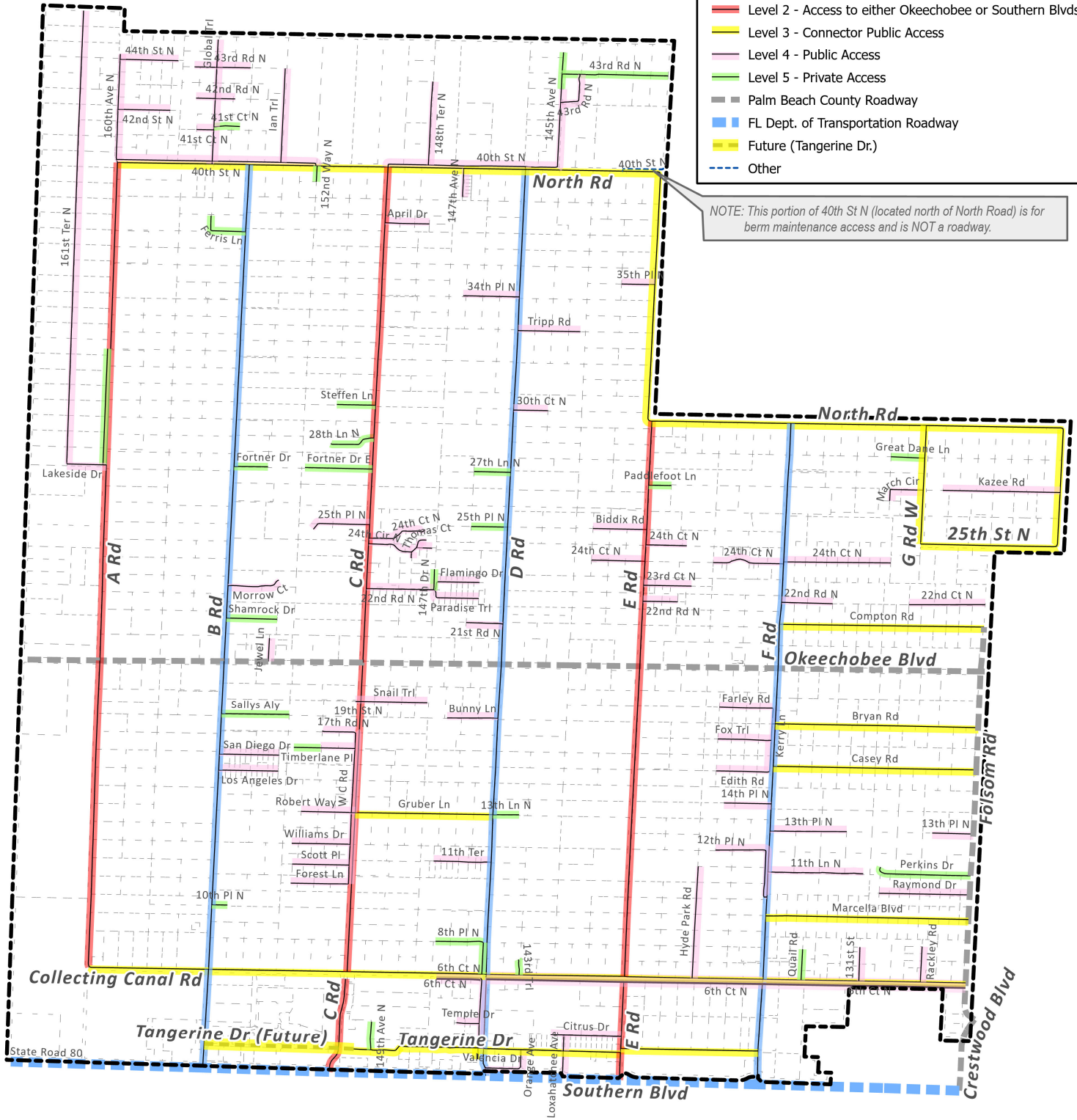
Municipal Boundaries

Parcels

Level of Service

- Level 1 - Access to both Okeechobee and Southern Blvds
- Level 2 - Access to either Okeechobee or Southern Blvds
- Level 3 - Connector Public Access
- Level 4 - Public Access
- Level 5 - Private Access
- Palm Beach County Roadway
- FL Dept. of Transportation Roadway
- Future (Tangerine Dr.)
- Other

NOTE: This portion of 40th St N (located north of North Road) is for berm maintenance access and is NOT a roadway.



INFRASTRUCTURE
GOALS, OBJECTIVES AND POLICIES (Rev: Ord. 2013-08)

GOAL 3: INFRASTRUCTURE

Ensure the provision of high quality, healthful, effective, reliable, efficient, environmentally sound and necessary services for coordinated sanitary sewer, solid waste, drainage, potable water and natural ground water aquifer recharge to town residents and visitors.

DRAINAGE GOAL 3A: DRAINAGE

Provide high quality, healthful, effective, reliable, efficient, environmentally sound and necessary services for coordinated drainage.

3A.4 3.1 Objective:

To optimize the utilization of water resources through provision of stormwater management ~~in urban areas~~ for the Town which reduces damage and inconvenience from flooding, promotes aquifer recharge, minimizes degradation of water quality in surface and groundwater and protects the functions of wetlands, ~~in urban areas.~~

3A.4.1 3.1.1 Policy:

Storm water management facilities shall be designed in accordance with South Florida Water Management District (SFWMD) criteria, ~~and, when applicable, with Loxahatchee Groves Water Control District (LGWCD) criteria.~~

3A.4.2 3.1.2 Policy:

The Town of Loxahatchee Groves shall ~~implement~~ adopt in the Unified Land Development code maintain land development regulations which implement the minimum design criteria for stormwater management, ~~as shown below, as the level of service standard to be used as the basis to assess adequacy of service. and concurrency during the development review process.;~~

- ~~a. Minimum roadway and parking lot elevations; shall be at least at the highest elevation that may occur at the peak of the 10-year one-day storm event;~~
- ~~b. Minimum site perimeter elevations shall be at least the 25-year 3-day stage. Site runoff up to such stage level may not overflow into any adjacent property, unless a permanent drainage easement is obtained;~~
- ~~c. Dry or wet retention/detention, stage versus storage, stage versus discharge and flood routing calculations for the 10-year, one-day, 25-year, 3-day and 100-year, 3-day storm events for the site shall be submitted with the site development plans;~~
- ~~d. Building floor elevations shall be at or above the 100-year flood elevation, as determined from the Federal Flood Insurance Rate Maps or~~

~~calculations following the latest SFWMD methodology, whichever is greater;~~

~~e. Off-site discharge shall be limited to pre-development runoff based on the 25-year-3-day storm event calculated by SFWMD methods;~~

~~f. All roof runoff shall be detained on site;~~

~~g. Storm sewers shall be designed to convey the 5 year, 1 day storm event;~~

~~h. Prior to discharge to surface or groundwater, BMP's of SFWMD shall be used to reduce pollutant loading from storm water runoff from non-agricultural uses; and,~~

~~i. Prior to discharge to surface or groundwater, BMPs of the DEP and USDA shall be used to reduce pollutant loading from storm water runoff from agricultural uses.~~

~~3A.1.3~~ 3.1.3 Policy:

~~The Town shall support the LGWCD in considering~~ consider the impact of the construction and operation of stormwater management facilities and support services on adjacent natural resources in accordance with SFWMD regulations during the installation of new stormwater management facilities and the expansion of, or increase in capacity of stormwater management facilities.

~~3A.1.4~~ 3.1.4 Policy:

~~Coordinate with the SFWMD and the LGWCD to implement applicable portions of the SFWMD regional water resource projects, which intend to reduce losses of excess stormwater to tide, recharge the Surficial aquifer and Water Preserve Areas or provide additional storage surface waters.~~

~~3A.1.5~~ 3.1.5 Policy:

~~The Town shall support the LGWCD in addressing~~ address stormwater management issues on a watershed (basin) basis in accordance with SFWMD permits as a means of providing cost effective water quality and water quantity solutions to specific watershed problems.

~~3A.1.6~~ 3.1.6 Policy:

~~The Town shall support the LGWCD in managing~~ manage the construction and operation of its facilities through the Floodplain Development Application (FDA) approval process which dam, divert or otherwise alter the flow of surface waters to minimize damage from flooding, soil erosion or excessive drainage.

~~3A.1.7~~ 3.1.7 Policy:

~~The Town shall support the SFWMD in maintaining and protect ground water recharge of the Surficial Aquifer system so as to maintain all of the functions of the Aquifer, including the reduction of saltwater intrusion. LGWCD capital~~

Capital projects shall be incorporated within the Town's Five-Year Schedule of Capital Improvements Plan on an annual basis.

~~3A.1.8~~ 3.1.8 Policy:

The Town shall ~~support the LGWCD in requiring~~ require that new drainage facilities shall be designed to provide pollution control sufficient to meet criteria of all local, state and federal regulatory requirements, including but not limited to the following when applicable:

- a. Retention of stormwater;
- b. Flow of stormwater over grassed and vegetated areas;
- c. Sumps;
- d. Grease separation baffles;
- e. Mosquito control; and,
- f. Infiltration and percolation prior to overflow or outfall discharge.

~~3A.1.9~~ 3.1.9 Policy:

Use Best Management Practices (BMPs) in accordance with its regulations and those of the ~~South Florida Water Management District~~ SFWMD and the Florida Department of Environmental Protection.

~~3A.1.10~~ 3.1.10 Policy:

The Town shall support the Lower East Coast Regional Water Supply Plan and operating procedures to increase recharge water to the Surficial Aquifer.

~~3A.1.11~~ 3.1.11 Policy:

Utilize, preserve, restore and enhance natural water bodies and functions by encouraging non-structural and structural erosion control devices and discourage the canalization, installation of ~~seawalls~~ retaining walls or other alteration of natural rivers, streams and lakes.

~~3A.1.12~~ 3.1.12 Policy:

Protect the water storage and water quality enhancement functions of wetlands, floodplains and aquifer recharge areas through acquisition, enforcement of rules and the application of land and water management practices which provide for compatible uses.

~~3A.1.13~~ 3.1.13 Policy:

Coordinate with ~~the LGWCD~~, Palm Beach County ("PBC") and SFWMD to protect aquifers from depletion through water conservation and preservation of the functions of high recharge areas including but not limited to the water conservation areas and water preserve areas.

~~3A.1.14~~ 3.1.14 Policy:

The Town of ~~Loxahatchee Groves~~ shall investigate the need to acquire a National Pollution Discharge Elimination System – Municipal Separate Storm Sewer System (NPDES-MS4) and the implementation of the permit conditions including monitoring of outfalls and improving stormwater management practices. ~~By December 2009.~~

~~3A.1.15. Policy:-~~

~~The Town of Loxahatchee Groves shall investigate the creation of grading and drainage standards for residential properties.~~

~~NATURAL GROUNDWATER AQUIFER RECHARGE~~

GOAL 3B: NATURAL GROUNDWATER AQUIFER RECHARGE

Provide natural ground water aquifer recharge meeting all applicable federal, state and local water quality standards and does not compromise the sustainability of the town's water resources to supply water in the future.

~~3B.1.3.2~~ *Objective:*

Conserve and protect potable water resources with primary focus on the Surficial Aquifer by optimizing the utilization of water resources through effective water management practices.

~~3B.1.4~~ 3.2.1 Policy:

The Town shall enforce the landscape regulations which shall address the SFWMD's xeriscape guidelines.

~~3B.1.2~~ 3.2.2 Policy:

The Town shall protect groundwater quality by continuing to ~~implement~~ support the County's Wellfield Protection Ordinance, which regulates the storage, handling, usage, disposal or production of hazardous materials and solid waste within designated zones of influence as identified in the Code

~~3B.1.3~~ 3.2.3 Policy:

The Town shall support ~~Palm Beach County~~ PBC to implement a year-round public information and education program promoting water conservation.

~~3B.1.4~~ 3.2.4 Policy:

The Town shall support ~~PBCWUD~~ PBC to continue to implement a leak

~~3B.1.5~~ 3.2.5 Policy:

The Town shall coordinate with the ~~LGWCD~~ SFWMD in the maintenance of sufficient water levels in the canals system for fire protection purposes, ~~by exploring partnering with Palm Beach County in its investigation of storm water reservoirs.~~

~~3B.1.6~~ 3.2.6 Policy:

The Town shall ~~support the LGWCD in its efforts to~~ maintain sufficient water levels in the canals in its interaction with SFWMD.

~~3B.2~~ 3.3 Objective:

Potable water facilities shall be designed, constructed, maintained and operated in such a manner as to protect the functions of natural groundwater recharge areas and natural drainage features and not exacerbate saltwater intrusion.

~~3B2.1~~ 3.3.1 Policy:

The design for the construction, operation and maintenance of new or expanded potable water facilities shall consider the short-term and long-term impacts to natural groundwater recharge areas, wetlands, surface and groundwater levels, ~~and exacerbation of saltwater intrusion~~. The design shall also consider whether or not the construction, operation and maintenance will significantly harm the aquifer system. Adverse impacts of construction, operation, and maintenance shall be avoided or at least minimized.

~~3B2.2~~ 3.3.2 Policy:

In order to protect and conserve the Surficial Aquifer, ~~Palm Beach County PBC Water Utilities~~ and the Town shall investigate utilization of alternate potable water sources to supplement and broaden its future water supply sources. These potential sources could include the Floridan Aquifer, desalinization, capture and storage of excess storm water currently lost to tide and other technologies which may be addressed in the SFWMD's Lower East Coast Regional Water Supply Plan.

~~POTABLE WATER GOAL 3C:~~ POTABLE WATER

Provide commercial and residential potable water supply system which provides an adequate supply of water meeting all applicable federal, state and local water quality standards.

~~3C.1~~ 3.4 Objective:

The Town shall support PBC Water Utilities (PBCWUD) to identify and, where feasible, correct existing potable water facilities' deficiencies as necessary.

~~3C.1.1~~ 3.4.1 Policy:

The Town shall assist the County with ~~capacity surpluses and deficiencies for the long-term planning horizon and any other relevant issues.~~ in planning for the Town's potable water supply needs by participating in the preparation of periodic Water Supply Facilities Plan updates.

~~3C.1.2~~ 3.4.2 Policy

The Town shall continue to participate in the Palm Beach County/Town of Loxahatchee Groves Potable Water, Wastewater, and Reclaimed Water Utilities Franchise and Service Area Agreement as a means to provide potable water supply service to Town residents.

~~3C.2~~ 3.5 Objective:

Potable water facilities, currently depicted on MAP INF-1, shall be provided to meet the Town's short-term and long-term future needs. Long-term needs shall be addressed in the 10-Year Water Supply Facilities Work Plan updates.

~~3C.2.1~~ 3.5.1 Policy:

The level of service (LOS) standard for potable water facilities shall be the Florida Department of Environmental Protection Permitted Capacity of the County facility that serves the Town. The LOS standard for water treatment plants planning shall be measured by ~~maximum~~ average daily flow. The level of service (LOS) standard for potable water facilities provided by PBCWUD in the current 10-year Water Supply Facilities work Plan is 426-111 GPD per capita.

~~3C.2.2~~ 3.5.2 Policy:

The Town of ~~Loxahatchee Groves~~ shall require in the land development regulations that applicants for development permits utilize existing potable water facilities if lines are available as defined by Chapters 62-550, 62-555, and 62-560, Florida Administrative Code (FAC).

~~3C.2.3~~ 3.5.3 Policy:

~~The Town shall support the planning~~ Planning for additional capacity and/or a reduction in per capita demand ~~shall be include~~ to be included in the 10-Year Water Supply Facilities Work Plan. ~~As required in Chapter 163 of Florida Statutes to increase the coordination of local land use and future water supply planning.~~

~~3C.2.4~~ 3.5.4 Policy:

An assessment of the impacts of the construction and operation of new or

adjacent natural resources shall be prepared ~~during site review~~ by PBC during preparation of its 10-Year Water Supply Facilities Work Plan, ~~when considering the siting of new water treatment plants and the expansion of, or increase in capacity of, water treatment plants.~~

~~3C.2.5~~ 3.5.5 Policy: Reserved

~~The Town shall assist the County with the Retail Service Water and Wastewater Master Plan Update, and support the County to re-examine the feasibility of amending the potable water facilities LOS standard. The LOS standards that may be considered include treatment plant peak daily demand capacity, water storage capacity, and water pressure for distribution facilities.~~

~~3C.2.6~~ 3.5.6 Policy:

In order to protect and conserve the Surficial Aquifer, the Town shall cooperate with ~~Palm Beach County~~ PBC to continue to investigate utilization of alternate water sources to supplement and broaden the

county's future water supply sources as described in the 10-Year Water Supply Facilities Work Plan. These potential sources could include the increased use of reclaimed wastewater, improved methods of conservation, Aquifer Storage and Recovery (ASR), improved operations to increase stormwater reuse and aquifer recharge by improvements to the secondary canal infrastructure, and other technologies which may be addressed in the Lower East Coast Regional Water Supply Plan of the South Florida Water Management District (SFWMD).

~~3C.2.7~~ 3.5.7 Policy: Reserved

~~The Town shall support and encourage maximizing the use of existing potable water facilities and reducing redundant facilities.~~

~~3C.2.8~~ 3.5.8 Policy:

The Town shall support and promote the implementation of an integrated geographic information system in order to make available standardized land use and potable water supply facilities information for local and regional planning.

~~3C.3~~ 3.6 Objective:

Maximize the use of existing potable water facilities and encourage responsible growth patterns.

~~3C.3.4~~ 3.6.1 Policy:

The Town of ~~Loxahatchee Groves~~ shall require in the land development regulations that applicants for commercial development permits adjacent to existing facilities enter into an agreement to tie-in to existing facilities or construct improvements to the utility provider's potable water system necessitated by the proposed development when adequate facilities, based on the adopted level of service standard, are not available and no fiscally feasible plan to construct or expand said facilities is proposed.

~~3C.3.2~~ 3.6.2 Policy: Reserved

~~The Town shall recommend the denial of future land use map amendments where densities or intensities are increased if:~~

- ~~1. Potable water facilities are not available and a consumptive use permit for the Florida Department of Environmental Protection Permitted capacity from the South Florida Water Management District (SFWMD) has not been issued; and,~~
- ~~2. Plans to extend potable water facilities so that they become available are not included within a financially feasible capital improvements program and/or there is not a reasonable expectation that the consumptive use permit will be issued.~~

~~3C.3.3~~ 3.6.3 Policy:

As an alternative to new potable water facility construction, The Town shall cooperate with ~~Palm Beach County~~ PBC to identify opportunities to increase the efficiency and optimize the use of existing facilities.

~~3C.3.4~~ 3.6.4 Policy: Reserved

~~The Town shall support Palm Beach County's effort to encourage the use of coordinated regulatory and programmatic approaches and financial incentives to promote responsible growth patterns.~~

~~3C.3.5~~ 3.6.5 Policy:

The Town shall ensure adequate water supplies are available to serve the new development no later than the anticipated date of issuance of a certificate of occupancy or its functional equivalent.

~~3C.3.6~~ 3.6.6 Policy:

The Town shall coordinate with the South Florida Water Management District to continue to protect ground and surface waters through its permitting of water withdrawals for irrigation and human consumption.

~~SANITARY SEWER GOAL 3D:~~ SANITARY SEWER

Provide residents with a cost effective, equitable and adequate sanitary sewer facilities meeting applicable federal, state, and local design standards and effluent water quality standards.

~~3D.1~~ 3.7 Objective:

The Town shall cooperate with PBCWUD to identify and, where feasible, correct

~~3D.1.1~~ 3.7.1 Policy:

In the absence of legal constraints on the use of revenues, the Town shall cooperate with PBCWUD to maintain system improvements identified in the Capital Improvements ~~Element~~ update to alleviate public sanitary sewer systems deficiencies within the Town.

~~3D.1.2~~ 3.7.2 Policy:

The Town shall assist PBCWUD to develop and maintain an inventory of all its sanitary sewer facilities serving residents, customers, and large users in the Town.

~~3D.2~~ 3.8 Objective:

Sanitary Sewer facilities, currently depicted on MAP INF-2, shall be provided to meet the short-term and long-term future needs. Long-term future needs shall be coordinated through the land development and review process.

~~3D.2.1~~ 3.8.1 Policy:

The level of service (LOS) standard for sanitary sewer facilities shall be the Florida Department of Environmental Protection Permitted Capacity of the

facility. The LOS standard for wastewater treatment plants shall be measured by average daily flow.

~~3D.2.2~~ 3.8.2 Policy:

The Town and PBCWUD shall use PBCWUD standards for sewage generation rates to assess the adequacy of service and concurrency for potential retail customers. The LOS for PBCWUD is 100 GPD per capita.

~~3D.2.3~~ 3.3.3 Policy:

The Town shall require in the land development regulations that applicants for development permits utilize existing sanitary sewer facilities if lines are available as defined by Chapter 10D-6, Standards for Onsite Sewage Treatment and Disposal Systems, Florida Administrative Code (FAC), pursuant to Section 381.0065, Onsite sewage disposal systems; installation; conditions, Florida Statutes.

~~3D.2.4~~ 3.8.4 Policy:

Local government entities shall require customers with private septic tanks to connect to public gravity sanitary sewer collection systems within 365 days of written notice that the service is available, as required by F.S. 381.00655.

~~3D.2.5~~ 3.8.5 Policy: Reserved

~~The Town shall encourage maximizing the use of existing sanitary sewer activities and reducing redundant facilities.~~

~~3D.2.6~~ 3.8.6 Policy:

The Town of ~~Loxahatchee Groves~~ shall support the implementation of an integrated geographic information system in order to make available standardized land use and sanitary sewer facilities information for local and regional planning.

~~3D.2.7~~ 3.8.7 Policy:

The Town of ~~Loxahatchee Groves~~ shall support and provide information as necessary to Palm Beach County Water Utilities for the update of their required planning processes.

Maximize the use of existing sanitary sewer facilities.

~~3D.3.1~~ 3.9.1 Policy:

The Town shall require in the land development regulations that applicants for development permits within the County's utility service area ~~districts~~ enter into an agreement to tie-in to existing facilities or construct improvements to the County's sanitary sewer system necessitated by the proposed development when adequate facilities, based on adopted level of service

standard, are not available and no fiscally feasible plan to construct or expand said facilities is proposed.

~~3D.3.2~~ 3.9.2 Policy:

The Town shall continue to investigate the provision of sanitary sewer services through ~~agreements with a franchisee.~~ the Palm Beach County/Town of Loxahatchee Groves Potable Water, Wastewater, and Reclaimed Water Utilities Franchise and Service Area Agreement.

~~3D.3.3~~ 3.9.3 Policy:

The Town shall recommend the denial of future land use map amendments where densities or intensities are increased if:

A1. Sanitary sewer and permitted effluent disposal facilities are not available; and

B2. Where plans to extend such facilities so that they become available are not included within a financially feasible capital improvements program.

~~3D.3.4~~ 3.9.4 Policy:

As an alternative to new sanitary sewer facility construction, the Town shall identify opportunities to increase efficiency and optimize the use of existing sanitary sewer facilities.

~~3D.3.5~~ 3.9.5 Policy: Reserved

~~The Town shall encourage the use of coordinated regulatory and growth patterns.~~

~~3D.4~~ 3.10 Objective:

Sanitary sewer facilities shall be designed, constructed, maintained, and operated in a manner that conserves and protects potable water resources by optimizing the use of reclaimed wastewater, where feasible, thus offsetting demands on the Surficial Aquifer.

~~3D.4.1~~ 3.10.1 Policy:

The Town shall ~~encourage~~ support the use of reclaimed water as an integral part of ~~it's~~ the County's wastewater management program, where economically, environmentally, and technically feasible.

~~3D.4.2~~ 3.10.2 Policy:

The Town shall ~~encourage~~ support increased wastewater reuse from the East Central Regional Water Reclamation Facility (ECRWF), where feasible.

~~3D.4.3~~ 3.10.3 Policy: Reserved

~~The Town shall continue public education efforts on the reuse of reclaimed water, encouraging the reuse of water of an appropriate quality level for the purpose intended.~~

~~3D.5~~ 3.11 Objective:

Sanitary sewer facilities shall be designed, constructed, maintained and operated in a manner that protects the functions and quality of ground and surface waters, natural groundwater recharge areas and natural drainage features.

~~3D.5.1~~ 3.11.1 Policy:

The Town shall support the effort of the Palm Beach County Health Department, Florida Department of Health to reduce potential groundwater pollution sources.

~~3D.5.2~~ 3.11.2 Policy:

The Town shall support the effort of ~~Palm Beach County~~ PBC to prohibit direct wastewater effluent discharges to surface and ground waters within Zone 1 and Zone 2 of wellfield zones of influence as designated on the Wellfield Protection Maps.

~~3D.5.3~~ 3.11.3 Policy:

The Town shall coordinate with the Palm Beach County Health Department to continue to protect ground and surface waters from pollution through permitting of septic tanks, collection and transmission systems.

~~SANITARY SEWER GOAL 3E:~~ SOLID WASTE

Provide a cost effective and equitable solid waste disposal system which emphasizes resource recovery and meets all federal, state, and local environmental quality standards.

~~3E.1~~ 3.12 Objective:

Solid waste management facilities shall be provided to meet the Town's short-term and long-term future needs.

~~3E.1.1~~ 3.12.1 Policy:

The Town of ~~Loxahatchee Groves~~ shall require in the land development regulations that applicants for development permits demonstrate adequacy of solid waste disposal sites or facilities prior to occupancy.

~~3E.1.2~~ 3.12.2 Policy:

The Town shall support and provide information as necessary to SWA to design for additional capacity.

~~3E.1.3~~ 3.12.3 Policy:

The Town shall provide data to SWA to determine the impact of solid waste management facilities and support services on adjacent natural resources.

~~3E.1.4~~ 3.12.4 Policy:

~~Palm Beach County PBC~~ shall provide for the periodic update of the Integrated Solid Waste Management Plan in order to assure that solid waste management facilities are available to meet future needs.

~~3E.2~~ 3.13 Objective:

The Town shall support ~~Palm Beach County PBC~~ conserving its existing solid waste Disposal facilities.

~~3E.2.1~~ 3.13.1 Policy:

Reduce the solid waste stream 30 percent as required by state law, so as to conserve existing solid waste facilities by encouraging recycling.

~~3E.2.2~~ 3.13.2 Policy:

The Town shall cooperate with ~~Palm Beach County PBC~~ to further preserve landfill space, examine the need for a comprehensive countywide yard waste program and establish clear policies regarding the construction and debris waste stream.

~~3E.2.3~~ 3.13.3 Policy:

The Town shall cooperate with ~~Palm Beach County PBC~~ to strive toward a reduction in the amount of paper through greater reliance upon the electronic media.

~~3E.4~~ 3.14 Objective:

Protect the functions of the groundwater aquifer recharge areas and other natural resources from improper disposal of solid waste.

~~3E.4.1~~ 3.14.1 Policy:

The Town shall cooperate with the SWA to monitor groundwater at SWA-managed landfills.

~~3E.4.2~~ 3.14.2 Policy:

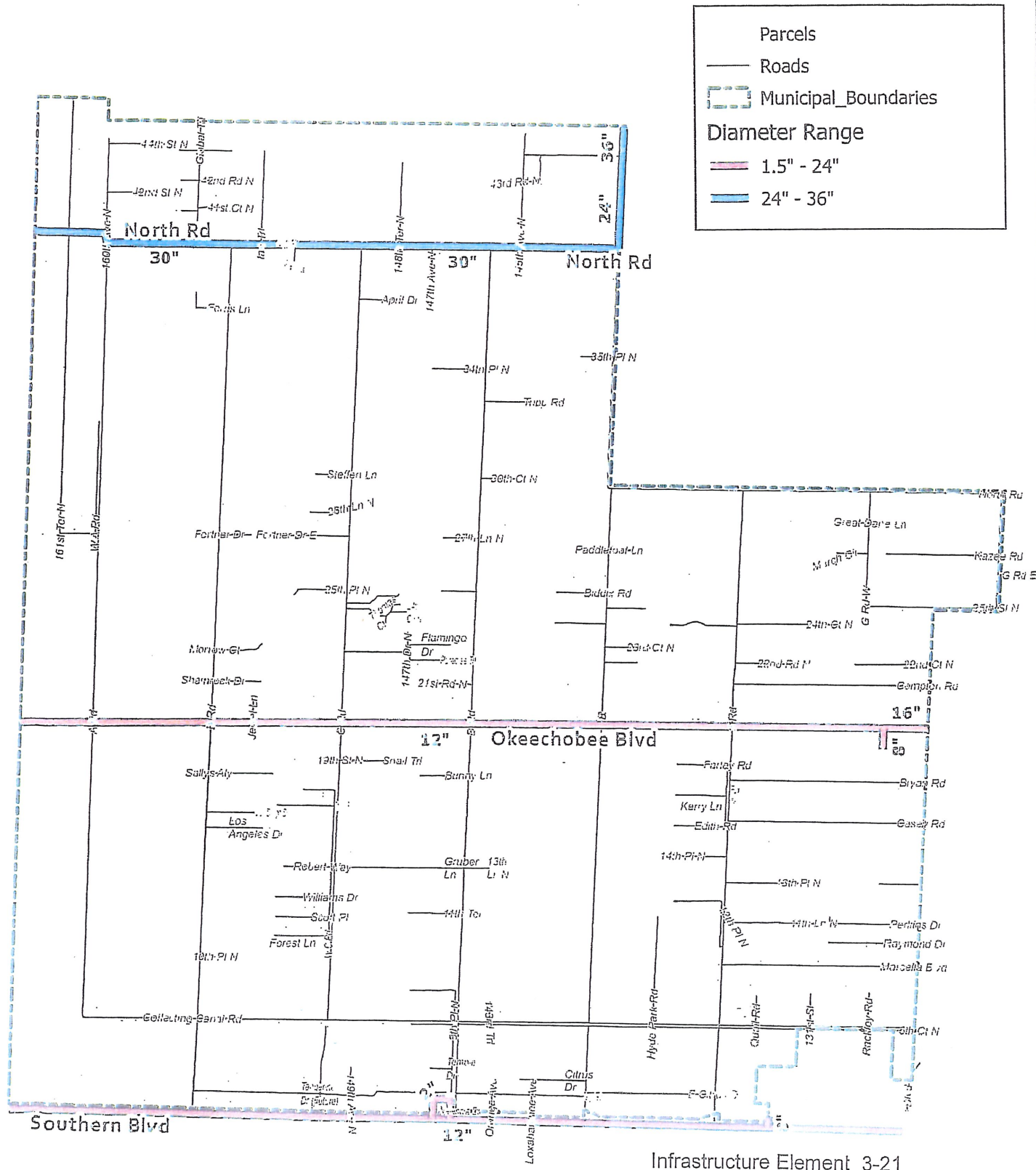
Solid waste management facilities shall be designed, constructed, operated and maintained so as not to exceed established water quality standards.

3.14.3 Policy: (moved from Conservation Policy 4.3.3)

The Town shall cooperate with appropriate public agencies to assure that solid and hazardous wastes generated within the Town are properly managed to protect the environment. The Town shall report any solid or hazardous waste violation they may become aware of to the appropriate jurisdictional agency.

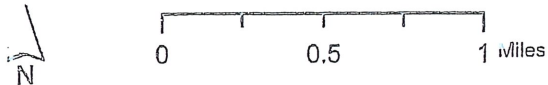
MAP INF-1-WATER MAINS

(Refer to the following page)



Infrastructure Element 3-21

Source: 2023 Town of Loxahatchee Municipal Boundaries, Roads FLU; County Property Appraiser Parcels



MAP INF-2-SEWER MAINS

(Refer to the following page)

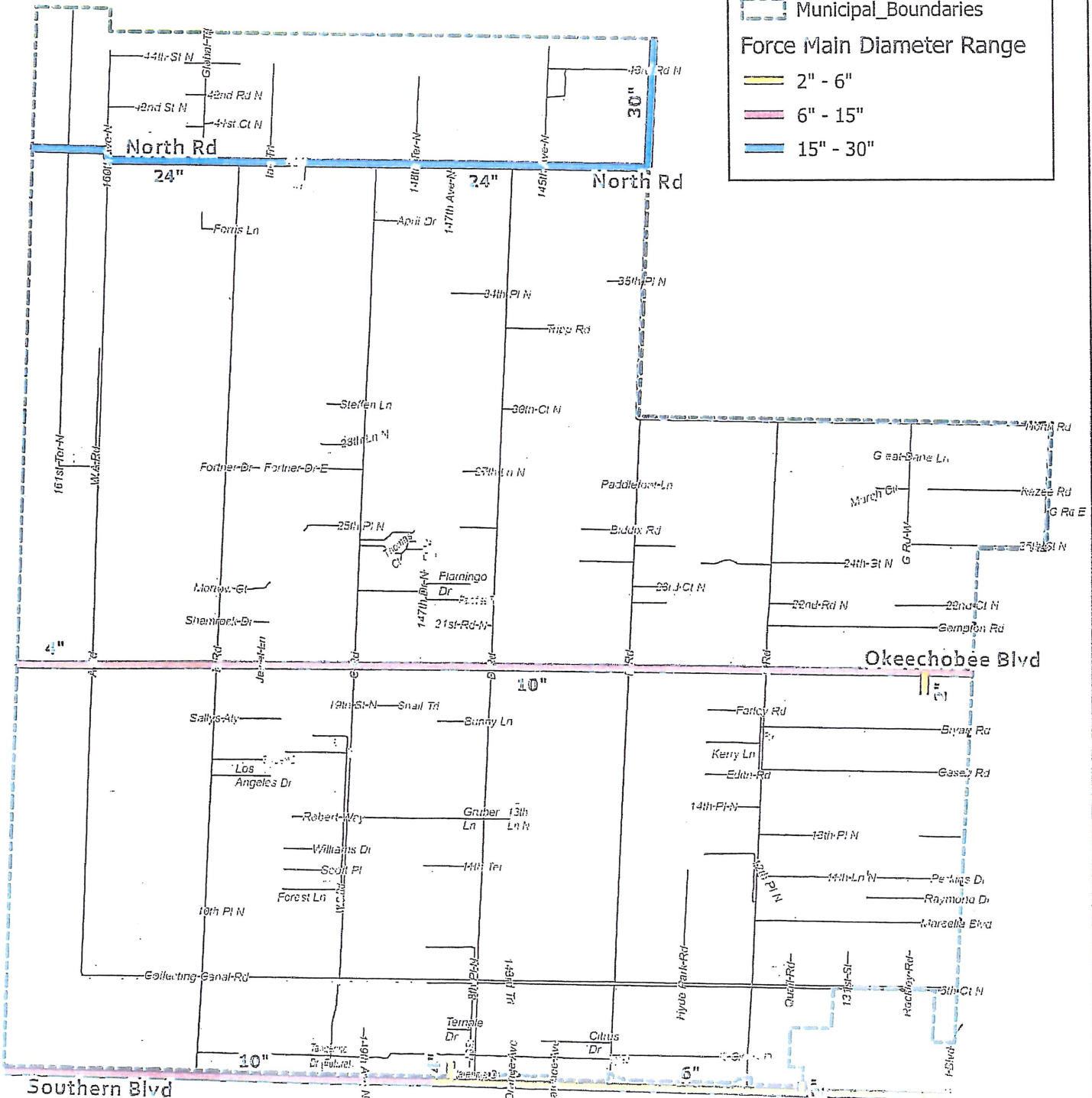


MAP INF-2 Sewer Mains

Parcels
Roads
Municipal_Boundaries

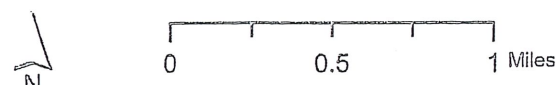
Force Main Diameter Range

- 2" - 6"
- 6" - 15"
- 15" - 30"



Infrastructure Element 3-22

Source: 2023 Town of Loxahatchee Municipal Boundaries, Roads FLU; County Property Appraiser Parcels



**CONSERVATION ELEMENT
GOALS, OBJECTIVES AND POLICIES**

GOAL 4: CONSERVATION

To conserve, manage, appropriately use and protect the natural resources of the Town ensuring continued resource availability and environmental quality.

4.1 *Objective:*

Maintain the best possible air quality, meeting or exceeding state and federal air quality standards.

4.1.1 Policy:

The Town shall support the enforcement of applicable standards for air quality to control significant emissions of air pollutants in order to maintain and improve the existing air quality.

4.1.2 Policy:

Through the site plan approval process, the Town shall ensure appropriate measures are taken to contain and stabilize exposed or destabilized soil surfaces at construction sites to prevent erosion and the degradation of ambient air quality through the generation of dust particles.

4.1.3 Policy:

The Town shall continue to coordinate, as appropriate, with Palm Beach County ("PBC") and the Division of Forestry (Open Burning Controls) to maintain and improve air quality.

4.1.4 Policy:

The Town shall promote the development of multi-use trails and increasing the efficiency of the roadways through the Town to promote energy conservation and the reduction in greenhouse gas emissions.

4.1.5 Policy:

Educate the public through a public awareness campaign to limit idling of automobiles and trucks.

4.2 *Objective:*

Conserve, appropriately use and protect the quality and quantity of current and projected water sources and appropriately regulate the Town's stormwater run-off and other water sources and waters that flow into estuarine waters or oceanic waters.

- 4.2.1 Policy:
The Town shall cooperate with local, regional, state and federal agencies for the management of fresh water resources to maintain adequate fresh water supplies.
- 4.2.2 Policy:
The Town shall cooperate with ~~Palm Beach County~~ PBC and the South Florida Water Management District for the implementation of water demand management policies and programs.
- 4.2.3 Policy:
The Town shall ensure that existing and new development shall be serviced with an adequate supply of potable water at the adopted levels of service, and that, at a minimum, meet the state water quality standards.
- 4.2.4 Policy:
The Town shall cooperate with the South Florida Water Management District and ~~Palm Beach County~~ PBC to conserve water resources in emergencies and during declared water shortages.
- 4.2.5 Policy:
Activities and land uses known to adversely affect the quality and quantity of identified water sources and within natural groundwater recharge areas shall be regulated to protect the quality and quantity of this water source.
- 4.2.6 Policy: Reserved
~~The Town shall participate in the development of the Regional Water Supply Plan in conjunction with the South Florida Water Management District.~~
- 4.2.7 Policy:
For site plan approval, the Town shall require that surface water management systems be designed and operated consistent with the Town's adopted drainage level of service.
- 4.2.8 Policy:
The Town shall provide for open space as a part of the requirements for all development and redevelopment to promote shallow water aquifer recharge and stormwater filtration.
- 4.2.9 Policy:
The Town shall work towards the further education of the public regarding various methods of water conservation at the household and small business level. In this regard, the Town shall procure publications from the South Florida Water Management District for distribution to residents and posting on the Town's website.

4.2.10 Policy:

The Town shall encourage the utilization of the Best Management Practices developed by the Florida Department of Agriculture to promote the protection of water, quality. The Town shall provide, as available, education material on the Best Management Practices.

4.2.11 Policy:

The Town shall coordinate and cooperate with the South Florida Water Management District and the U.S. Army corps of Engineers on the development and implementation of the Comprehensive Everglades Restoration Program, and similar projects designed to protect the natural ecosystems of ~~Palm Beach County~~ PBC and south Florida, including Lake Okeechobee.

4.2.12 Policy:

The Town ~~shall coordinate with~~ operating as the Loxahatchee Groves Water Control District shall maintain canals in the Town and ~~relating to the maintenance and insure water quality therein of the canals in the Town.~~

4.3 *Objective:*

Assure that generation, storage, transport and disposal of wastes in the Town is managed with the best existing available technology to protect environmental quality.

4.3.1 Policy:

The Town shall provide environmental pollution prevention and education materials obtained from state agencies on the Town's website and shall assist property owners in the identification of available clean-up programs and agencies.

4.3.2 Policy:

New septic tank systems shall meet applicable state standards for permitting.

4.3.3 Policy: Reserved (~~Moved to Infrastructure Policy E.4.3~~)

~~The Town shall cooperate with appropriate public agencies to assure that solid and hazardous wastes generated within the Town are properly managed to protect the environment. The Town shall report any solid or hazardous waste violation they may become aware of to the appropriate jurisdictional agency.~~

4.3.4 Policy:

The Town shall coordinate with Palm Beach County PBC and the state to encourage the development of effective strategies to improve the area-wide Solid Waste Management Program to include more innovative solid and hazardous waste management technologies to save energy, produce renewable energy and effectively manage solid and hazardous waste.

4.3.5 Policy:

_____ required by the County Solid Waste Authority.

4.3.6 Policy:

The Town shall assist the Palm Beach County Solid Waste Authority in implementing programs for the proper storage, collection, recycling and disposal of hazardous waste.

4.3.7 Policy:

The Town shall adopt land development regulations to require producers of hazardous waste to coordinate with the Palm Beach County Public Health Unit and/or the Solid Waste Authority at the time of ~~occupational license~~ Business Tax Receipt (BTR) issuance and renewal.

4.3.8 Policy:

The Town shall encourage the diversion from landfills of all materials that are recyclable when issuing construction demolition permits.

4.4 *Objective:*

Conserve, appropriately use and protect natural resource systems, including floodplains, in recognition of their inherent values.

4.4.1 Policy:

The Town shall require approval from all applicable jurisdictional agencies regarding the protection of environmentally sensitive habitat, and shall require consistency with the policies in the Comprehensive Plan that govern:

- A4. Management of surface water;
- B2. Preservation of open space; and
- C3. Preservation of native vegetation.
- D. Preservation of indigenous wildlife; and
- E. Preservation of wetlands.

4.4.2 Policy:

Compliance with approved permits from state, federal and other local governments, when applicable, for conservation of natural resources shall be incorporated into the Town planning process.

4.4.3 Policy:

New development encroaching into the 100 year floodplain shall incorporate elevation and flood protection measures sufficient to protect against the 100 year flood. The Town shall maintain consistency with program policies of the National Flood Insurance Program and shall monitor new cost effective programs for minimizing flood damage. Such programs may include

modifications to construction setback requirements or other site design techniques, as well as upgraded building and construction techniques.

4.4.4 Policy:
The Town shall cooperate with adjacent local governments to conserve, or appropriately use, unique vegetative communities located within one or more local jurisdictions.

4.4.5 Policy:
The Town shall adopt standards to identify and designate local environmentally sensitive lands for protection. The Town shall adopt protection standards for these identified environmentally sensitive lands.

4.4.6 Policy:
The Town shall provide technical support to private sector efforts towards the creation of a conservation land trust and conservation easements that benefits the ~~pubic~~ public.

4.4.7 Policy:
The Town shall adopt standards that will allow for protection and enhancement of the existing tree canopy.

4.5 *Objective:*
Conserve, appropriately use and protect natural functions of fisheries, wildlife, wildlife habitat and marine habitat.

4.5.1 Policy:
The Town shall protect and conserve the natural functions of existing soils, fisheries, lakes and floodplains through the support of local, state and federal regulations designed to protect and conserve these functions.

4.5.2 Policy:
The Town shall support the state and federal laws for the protection of endangered and threatened species and significant plant and animal habitat.

4.5.3 Policy:
Protective landscape buffering shall be required between designated conservation areas and between lands recognized by the county, state or federal government as environmentally sensitive and any land uses that may negatively impact these conservation and sensitive ecosystems.

4.5.4 Policy:
The Town shall adopt open space standards as a part of the requirements for all development and redevelopment. Open space areas shall be designated and treated in such a manner as to maintain the integrity, whether the primary purpose is to serve as natural vegetative or wildlife habitat, or as cultivated

landscaped space. No land shall be developed, used or occupied such that the amount of open space on the parcel proposed for development is less than the open space established by Town ordinance.

4.6 *Objective:*

Assure the maintenance and conservation of trees Within the Town, through the continued maintenance of trees within Town properties and through the site plan review process for new development.

4.6.1 Policy:

~~Within one year of adoption of the Comprehensive Plan, the~~ The Town shall adopt landscaping and tree protection standards. These standards shall address the preservation of existing natural growth, the regulation of invasive and exotic plant species, the promotion of native plant materials usage and minimal landscape buffer criteria. These standards shall also contain restoration and mitigation measures to compensate for the loss of native vegetation and shall define stabilization measures for areas impacted by development.

4.6.2 Policy:

The Town shall provide native landscaping in public open spaces and facilities within the Town through grant applications or other funding sources as available

4.6.3 Policy:

The Town shall encourage and educate the public in the planting and maintenance of trees and provide public education on the placement of canopy trees and other landscape materials to strategically provide shade and reduce energy consumption.

4.6.4 Policy:

The Town shall encourage buffering mechanisms to promote and enhance the rural, natural environment.

4.6.5 Policy:

The Town shall examine the feasibility of additional landscaping programs along canals, ~~in accordance with the Transportation Master Plan to be developed.~~

4.6.6 Policy:

With all new development, the Town shall regulate Category I invasive exotic vegetation as defined on the ~~most current list established by the Florida Exotic Pest Plant Council.~~ maintained by the Town.

4.6.7 Policy:

The Town shall examine the feasibility of tree planting and restoration programs through grant applications or other funding sources as available

4.7 *Objective:*
Wetlands and natural functions of wetlands shall be protected. Future land uses that are incompatible with the protection or conservation of wetlands and wetland functions shall be directed away from wetlands. Where incompatible land uses are allowed to occur, mitigation shall be considered as one means to compensate for loss of wetland functions.

4.7.1 Policy:
Buffering shall be required between wetlands and land uses that may negatively impact the wetland ecosystem.

4.7.2 Policy:
As a condition of development approval when applicable, the Town shall require approval from all applicable external agencies regarding the protection of wetland habitat.

4.7.3 Policy:
The Town shall coordinate and cooperate with the wetland jurisdictional agencies to encourage directing environmental mitigation to benefit the Town when the impacts occur within the Town.

4.8 *Objective:*
Conserve, appropriately use and protect the natural minerals and soils, in recognition of the inherent values of these areas.

4.8.1 Policy:
The Town shall adopt standards to prohibit commercial mineral extraction within the Town.

4.8.2 Policy:
The Town shall require all development projects to adhere to the erosion control requirements as specified in the Floodplain Development Application (FDA) and development permit application.

RECREATION AND OPEN SPACE ELEMENT
GOALS, OBJECTIVES AND POLICIES (~~Re. Ord. 2013-08~~)

GOAL 5A: RECREATION AND OPEN SPACE

To provide safe and adequate connected open space and recreation facilities accessible to all Loxahatchee Groves residents.

~~5A.1~~ 5.1 *Objective:*

Provide a sufficient supply of park, recreation, and open space facilities to satisfy established level of service (LOS) standards.

~~5A.1.1~~ 5.1.1 Policy:

The Town shall ~~make available~~ work with property owners to ensure public access facilities are available at a level of service of six (6) acres of park, recreation, and open space per one thousand (1,000) population.

~~5A.1.2~~ 5.1.2 Policy:

The Town shall ~~shall~~ may encourage development of a public equestrian facility at Loxahatchee Groves Park on Southern Boulevard.

~~5A.1.3~~ 5.1.3 Policy:

The Town shall continue to lobby the County to develop the Loxahatchee Groves County Park according to the intent of the original Master Plan and the Plan as amended in ~~January 1994~~ May 2011.

~~5A.1.4~~ 5.1.4 Policy:

The Town shall explore the possibility of obtaining grants, gifts, contributions, funding assistance, and other financial resources for the purchase of land contiguous to the Park, so that the acreage of the park may be increased to its original size.

~~5A.2~~ 5.2 *Objective:*

Maximize the utility and function of recreation facilities and open space resources. Establish strategies to effectively coordinate the retention of recreation and open space opportunities, as well as the development of future opportunities to meet public demands.

~~5A.2.1~~ 5.2.1 Policy: Reserved.

~~5A.2.2~~ 5.2.2 Policy:

All existing and future parks and recreation facilities shall comply with provisions of the Americans with Disabilities Act.

~~5A.3~~ 5.3 *Objective:*

Establish effective methods of coordinating public and private resources to meet public demands.

~~5A.3.1~~ 5.3.1 Policy:

Maintain cooperative relationships with agencies, groups, individuals and organizations currently providing leisure programs to the residents.

~~5A.3.2~~ 5.3.2 Policy:

Pursue appropriate joint public and private ventures to obtain lands and/or financing necessary to provide recreation areas, including equestrian trails and greenways, facilities and programs.

~~5A.4~~ 5.4 Objective:

Require the provision of open space in redevelopment and new development.

~~5A.4.1~~ 5.4.1 Policy:

The provision of open space such as natural areas, vistas, land buffers, or multi-use trails, shall be required in residential and non-residential development as per the Unified Land Development Code (ULDC).

~~5A.4.2~~ 5.4.2 Policy:

The Town emphasizes that open space is needed in order to create vista, to provide shade, and to create and enhance the rural image and flavor of the Town.

5.4.3 Policy:

Parks and recreation facilities to serve new development shall be in place or under actual construction no later than 1 year after issuance by the local government of a certificate of occupancy or its functional equivalent. However, the acreage for such facilities shall be dedicated or be acquired by the Town prior to issuance of a certificate of occupancy or its functional equivalent, or funds in the amount of the developer's fair share shall be committed no later than the local government's approval to commence construction.

GOAL 5B: GREENWAYS AND MULTI-USE EQUESTRIAN TRAILS

The Town of ~~Loxahatchee Groves~~ will strive to provide a town-wide greenway and equestrian multi-use trail system designed to accommodate the movement of pedestrians, cyclists and equestrians which preserves the town's rural lifestyle.

~~5B.1~~ 5.5 Objective:

The Town of ~~Loxahatchee Groves~~ shall develop a plan for a greenway and equestrian multi-use trail system to meet the needs and interests of the residents of Loxahatchee Groves.

~~5B.1.1~~ 5.5.1 Policy:

The Town shall create a map of existing greenway and ~~equestrian riding~~ multi-use trails.

~~5B.1.2~~ 5.5.2 Policy:

The Town, in addition to recommendations of the ~~Roadways, Equestrian Multi-~~

new connections to existing trails, which if acquired would greatly enhance pedestrian, bicycle, and equestrian circulation throughout the Town.

5B.1.3 5.5.3 Policy:

The ~~existing~~ Roadways, ~~Equestrian Multi-Use Trails~~ and Greenways Plan shall ~~may~~ be updated every five (5) years to ~~insure~~ ensure consistency with current Town policy.

5B.1.4 5.5.4 Policy:

Annually, the ~~RETAG (TAG) Advisory Committee~~ shall assess and recommend to the Town Council whether the greenway and ~~equestrian~~ multi-use trail system is sufficient to meet the needs of the residents, and recommend needed improvements.

5B.1.5 5.5.5 Policy:

The greenway and ~~equestrian~~ multi-use trails system, wherever feasible, shall provide linkages between residential homes, parks, recreational facilities, open spaces, and commercial facilities throughout the Town.

5B.1.6 5.5.6 Policy: Reserved

~~All vehicular parking for land uses which are adjacent to the greenway and equestrian trail system should provide the parking on a side away from the trail.~~

5B.1.7 5.5.7 Policy:

The greenway and ~~equestrian~~ multi-use trail system shall be consistent with design documents adopted by the Town and based upon ~~RETAG (TAG) Advisory Committee~~ recommendations, ~~in coordination with Loxahatchee Groves Water Control District.~~

5B.1.8 5.5.8 Policy:

The Town shall use landscaping and signs to visually identify street crossings and multi-use trail access points. Safe and controlled greenway and ~~equestrian~~ multi-use trail crossings shall be constructed.

5B.1.9 5.5.9 Policy: Reserved

The Town shall coordinate the construction of proposed multi-use trails with the ~~LGWCD whenever they fall within the LGWCD Town rights-of-way. Doing so shall ensure that sufficient right-of-way is preserved to construct and maintain the Town's~~ multi-use trails.

5B.1.10 5.5.10 Policy:

The Town shall coordinate the provision of greenway and ~~equestrian~~ multi-use trail connections among adjoining or abutting properties during the site plan review process.

5B.1.11 Policy:

~~Pursue appropriate joint public and private ventures to obtain lands and/or financing necessary to provide recreation areas, including multi-use trails facilities and programs.~~

5B.2 5.6 Objective:

The Town of Loxahatchee Groves' greenway and ~~equestrian~~ multi-use trail system shall be financially feasible.

~~5B.2.1~~ 5.6.1 Policy:

The Town shall determine which trails should be considered for public ownership.

~~5B.2.2~~ 5.6.2 Policy:

The Town shall explore the possibility of obtaining grants, gifts, contributions, funding assistance, and other financial resources for the development of greenways and ~~equestrian riding~~ multi-use trails.

~~5B.2.3~~ 5.6.3 Policy:

The Town should pursue joint efforts with all affected local jurisdictions, including local governments, special districts, and other public agencies in the acquisition, development and maintenance of greenways and ~~equestrian~~ multi-use trails as a means for reducing costs and pooling resources.

~~5B.3~~ 5.7 Objective:

The Town of Loxahatchee Groves' equestrian trail system shall support provide access to abutting county parks, open space, and neighboring municipalities.

~~5B.3.1~~ 5.7.1 Policy:

The Town shall ~~pursue~~ support direct connections and access between the Town's ~~equestrian~~ multi-use trails and the Loxahatchee Groves County Park and the Royal Palm Beach Pines Nature Area.

~~5B.3.2~~ Policy:

~~The Town shall pursue direct connections and access between the Town's equestrian trails and the Village of Wellington's equestrian preserves and public trails.~~

~~5B.3.3.~~ Policy:

~~The Town shall coordinate with Loxahatchee Groves Water Control District for development of greenways and equestrian trails..~~

HOUSING ELEMENT
GOALS, OBJECTIVES AND POLICIES

GOAL 6: HOUSING

To provide safe, decent and sanitary housing and living conditions in designated residential neighborhoods consistent with: (1) density levels indicated ~~on~~ in the Future Land Use Map Element; and (2) the current rural residential character of the Town. Further, ensure that the character of new housing development is consistent with that currently in evidence while accommodating the needs of projected population growth.

6.1 *Objective:*

Conserve existing residential neighborhoods and housing stock by adopting minimum housing standards.

6.1.1 Policy:

~~Within one year of the adoption of the Comprehensive Plan, adopt~~ Continue to follow the Florida Building Code and local amendments, as each are amended from time to time, and other appropriate land development regulations that support the current rural residential character of the Town. minimum housing regulations that shall contain the following minimum provisions:

- ~~1. A requirement that all new development or redevelopment be served by an adequate individual or central water and wastewater systems and contain heating and cooking facilities.~~
- ~~2. Minimum requirements for light and ventilation, in accord with Florida building codes.~~
- ~~3. Minimum requirements for electrical and plumbing systems.~~
- ~~4. General requirements for the maintenance of the exterior and interior of _____~~
- ~~5. Minimum dwelling space and sanitary requirements.~~
- ~~6. Procedures governing rehabilitation and demolition actions.~~

6.1.2 Policy:

~~Within one year of the adoption of the Comprehensive Plan, adopt~~ Continue administrative and enforcement procedures necessary to implement minimum housing regulations and which, at a minimum

A. Designate a Town Housing Official; and,

B. ~~Establish administrative procedures to require~~ Require rehabilitation and/or demolition of housing, if necessary, following a natural disaster or if a dwelling unit is damaged by fire beyond repair.

6.1.3 Policy:

~~During the initial preparation and adoption of land development regulations supporting this Comprehensive Plan, and~~ At the time of each successive required Evaluation and Appraisal Report, evaluate the need to designate any housing structures as locally historically significant and in need of special consideration under the provisions and criteria cited in the Standard Housing Code.

6.2 *Objective:*

Adequate and affordable housing, consistent with the current rural character of the Town, shall be provided for existing residents and anticipated population growth, including housing to accommodate any defined specialized needs of very-low, low and moderate income households. ~~elderly households, EH-handicapped or displaced residents, and farmworkers;~~ Also, provisions shall be made for displaced residents, Community Residential Housing foster care housing, as well as and manufactured or and modular mobile homes.

6.2.1 Policy:

Require housing construction that is compatible with natural resource and service capabilities as defined in the Future Land Use, Transportation, Infrastructure and Conservation elements.

6.2.2 Policy:

Require developers to coordinate with the Town from initial design through completion of construction to assure that the Town's rural character is maintained.

6.2.3 Policy:

Provide for innovative housing alternatives (e.g., ~~single room occupancy, accessory dwelling units residential structures, caretaker quarters, groom's quarters, manufactured and mobile modular homes and community residential housing~~ congregate living alternatives) oriented to facilitating reduced housing costs for very low, low and moderate income households and special needs populations.

6.2.4 Policy:

~~Require~~ Ensure that standard housing, at affordable cost, is available to persons displaced through any public action prior to their displacement, ~~by including such a requirement within the Town's land development regulations.~~

6.2.5 Policy:

Allow the placement of manufactured homes ~~and individual mobile homes~~ within single-family residential districts provided that: (1) such homes must comply with all Town building, construction, design and housing codes that apply to all housing types and U.S. Department of Housing and Urban Development manufactured home construction and safety standards; and (2) they shall be subject to any reviews as provided in the Town code of ordinances.

6.2.6 Policy:

Encourage development of affordable and workforce housing, including accessory dwellings, in residential ~~developments south of Collecting Canal Road~~ areas, in proximity to employment opportunities and major transportation facilities.

6.2.7 Policy: Reserved

~~Encourage congregate living facilities as a permitted use south of Collecting Canal Road in proximity to Palms West Hospital.~~

6.2.8 Policy:

Encourage job creation at locations ~~identified on the Future Land Use Map~~ and permitted by the Town's land development regulations as a means of assisting very-low, low and moderate income residents in finding employment proximate to their homes.

6.2.9 Policy:

The Town shall support regional efforts to address low income and workforce housing by working with the Palm Beach Intergovernmental Plan Amendment Review Committee, (IPARC) ~~to develop an interlocal Agreement whereby municipalities could jointly pursue a comprehensive approach and solution to this county wide issue.~~

6.3 Objective:

Provision shall be made for the location of community residential housing daycare, foster care and group home facilities regulated by the Town's ULDC and licensed by the state of Florida, in a manner consistent with state law and the character of existing residential neighborhoods

6.3.1 Policy:

The Town shall ~~permit~~ support the location of community residential homes of 6 or fewer residents licensed by the state of Florida, ~~different classes of group home facilities~~ in appropriate residential neighborhoods that foster non-discrimination and encourage ~~the development of community~~ alternatives to institutionalization. ~~Further, no appropriate residential neighborhoods shall be~~

~~closed to such facilities.~~

6.3.2 Policy:

The Town shall monitor the development and distribution of ~~daycare foster care and group homes~~ community residential homes to ensure that adequate sites and infrastructures are provided, while over-concentration (~~i.e., to be defined by implementing Policy 6.3.1~~) in any residential appropriately zoned area is avoided.

6.3.3 Policy:

~~"Foster Care Facility" and "Group Home Facility"~~ "Community residential home" shall be defined as a residential unit, otherwise meeting the requirements of the Chapter 419, Florida Statutes and the Town Zoning Code, where a family living environment is provided for individuals not related by blood or legally to the householder.

6.3.4 Policy: Reserved

~~The total number of residents within a foster care or group home facility, including permanent residents and foster care or group home residents shall not exceed 1.01 persons per room, excluding bathrooms, kitchens utility rooms, and garages.~~

6.3.5 Policy:

The Town shall permit Daycare facilities, for up to five persons, within a single-family residence, as ~~required~~ regulated by, Chapter 402, Florida Statutes.

6.4 *Objective:*

The private sector delivery process shall continue to be relied upon as the means for providing 100% of the housing necessary to accommodate Town residents. The need to formulate alternative housing implementation programs shall be reassessed at the time of each required Evaluation and Appraisal Report (EAR).

6.4.1 Policy:

Due to high land values and low permitted densities, very-low, low and moderate income housing efforts shall be oriented primarily toward: (1) maintaining the existing housing stock in standard condition; (2) continuing to permit individual ~~manufactured housing and mobile homes~~ modular or factory built homes per ULDC Section 20-015 and existing manufactured homes per ULDC Sections 20-0010(I) and (J); and (3) investigating innovative housing alternatives such as ~~single room occupancy, accessory dwelling units, and congregate living~~

6.4.2 Policy:

Provide information and technical assistance to the private sector to maintain a housing production capacity sufficient to meet projected needs. Further, expedite development reviews for those applications that include very-low, low

or moderate income housing.

6.4.3 Policy:

A determination shall be made by the Town at the time of each required EAR-based Comprehensive Plan update as to whether or not the private sector delivery process is adequately functioning, in terms of implementing Objective 6.4. If it is determined that the private sector is not properly functioning, in terms of this criterion, alternative mechanisms, including government and non-profit sector participation shall be considered, including the use of available Federal, State and local assistance programs.

6.4.4 Policy: Reserved

~~Within 12 months of the availability of data from 2010 Census and the Florida Housing Data Clearinghouse, prepare an Affordable Housing Assessment to determine whether or not the Town needs to implement additional housing programs to meet projected housing needs.~~

~~At the time of the initial EAR, prepare an Affordable Housing Assessment using the most recent data provided by the Florida Housing Data Clearinghouse to determine, whether or not the Town needs to implement additional housing programs to meet projected housing needs.~~

6.4.5 Policy:

Provide information and technical assistance to the private sector for the implementation of green building standards in new construction and home renovations.

6.5 *Objective:*

The Town shall support energy efficiency and the use of renewable energy resources in existing housing and in the design and construction of new housing.

6.5.1 Policy:

The Town shall encourage support for residential construction that meets the United States Green Building Council (USGBC) Leadership in Energy and Environmental Design (LEED) rating system, the Green Building Initiative's Green Globes rating system, the Florida Green Building Coalition standards, or another nationally recognized, high-performance green building rating system as recognized by the Florida Department of Management Services.

6.5.2 Policy:

The Town shall educate residents on home energy reduction strategies.

6.5.3 Policy:

The Town shall not prohibit the appropriate placement of photovoltaic panels.

6.5.4 Policy:

The Town shall provide educational materials on the strategic placement of landscape materials to reduce energy consumption.

**INTERGOVERNMENTAL COORDINATION ELEMENT
GOALS, OBJECTIVES AND POLICIES**

GOAL 7: INTERGOVERNMENTAL COORDINATION

To provide accessible, effective, and frequent intergovernmental coordination opportunities to achieve consistency among all government agencies that implement plans and programs which affect the Town of ~~Loxahatchee Groves~~ through development activities; preservation of the quality of life and efficient use of resources.

7.1 *Objective:*

~~Continue and improve initiated semi-annual contact through~~ Attend formal and informal meetings with Palm Beach County ("PBC") officials, School Board of Palm Beach County, adjacent municipalities, and other regional and local agencies providing services or regulatory control over the use of land within Loxahatchee Groves.

7.1.1 Policy:

~~Loxahatchee Groves~~ The Town shall maintain an active program of monitoring and communication with operating under the provisions of the Local Government Comprehensive Planning and Land Development Act, Chapter 163 F.S., and distribute amendments to its Comprehensive Plan adopted by the entities described in Objective 7.1.

7.1.2 Policy: Reserved

~~The Town shall continue informal methods to increase the effectiveness of the existing coordination mechanisms of intergovernmental coordination which shall include but not be limited to the official identification of primary responsibility for coordination.~~

7.1.3 Policy:

The Town shall initiate periodic meetings between its Town Manager and Council and their counterparts in surrounding communities to discuss each municipality's plans for growth management and upcoming developments which could affect any of those municipalities.

7.1.4 Policy:

~~The Town's Comprehensive Plan~~ Town will consider ~~be consistent, where feasible and practical,~~ with the Treasure Coast Regional Policy Planning Council Regional Policy Plan, Palm Beach County Comprehensive Plan, the Comprehensive Plans of adjacent local governments, and applicable regional water supply plans when amending the Comprehensive Plan.

7.1.5 Policy:

The Town will consult with their water supplier prior to issuing building permits for new development and redevelopment to ensure adequate water supplies to serve new development is available by the date of issuance of a certificate of occupancy.

7.1.6 Policy:

The Town shall participate in the Treasure Coast Regional Planning Council's informal mediation process as mechanisms to provide an open forum for communication and coordination of programs involving the Comprehensive Plan, and to resolve conflicts with other local governments.

7.1.7 Policy:

Cooperatively pursue the resolution of development and growth management issues having impacts that transcend the Town's current political jurisdiction ~~including issues of federal, regional, and state significance with the appropriate agencies.~~ Issues to be addressed include, but are not limited to, the following:

- A. Accessibility to parks in neighboring municipalities;
- B. Roadway improvements and formulation of master plans with other entities and agencies that would offer regarding traffic control, ~~on Okeechobee Boulevard;~~
- C. Stronger enforcement of speed limits and traffic safety measures ~~and/or lowering speed limits on alphabet roads;~~
- D. Stormwater runoff and water quality;
- E. Alternate water supply plans;
- F. Hazardous waste exposure; and,
- G. Siting of facilities with County-wide significance.

7.1.8 Policy:

The Town shall, in conjunction with other affected parties, evaluate the Capital Improvements Element when it is undergoing annual review to determine if current funding is proportional to services rendered.

7.2 *Objective:*

Ensure that the impacts of development proposed in the Town's Comprehensive Plan upon development in adjacent municipalities, the County, adjacent counties, the region and the State are addressed through coordination mechanisms.

7.2.1 Policy:

The review of development proposals shall include findings that indicate relationships of such proposed developments to the comprehensive plans of adjacent local governments.

7.2.2 Policy:

The Town shall utilize the following ~~process~~ procedures, as appropriate, when considering the location and extension of public facilities, ~~that are subject to concurrency and when siting facilities with countywide significance, including locally unwanted land uses that are established within a formal agreement between local, county and state governments and agencies:~~

- A4. ~~The site plan procedure, Site Plan approval~~ which considers the future impact of a proposed site plan development on the facilities and services provided by The Town Loxahatchee Groves and those

- B2. The goals, objectives and policies contained within the comprehensive plans of adjacent local governments, when reviewing proposed site-specific map amendments to the Future Land Use map. and,
- C3. Establishment of joint planning processes or joint planning areas with local governments, the School District of Palm Beach County, other governmental units providing services but not having regulatory authority over the use of land, the region, and the state.

7.2.3 Policy:

The Town shall utilize the following procedures to identify and implement joint planning areas (JPAs) for the purpose of addressing issues related to annexation and mutual infrastructure service areas:

- A. Coordinate planning activities mandated by the various elements of the ~~Loxahatchee Groves~~ Comprehensive Plan with local governments, the School District of Palm Beach County, other governmental units providing services but not having regulatory authority over the use of land, the region, and the state;
- B. Use of the Treasure Coast Regional Planning Council's informal mediation process to resolve conflicts with the other local governments, when agreed to by all affected parties;
- C. Work cooperatively with ~~Palm Beach County~~ PBC to facilitate any annexation areas with consistent joint meetings or work groups, and other mechanisms; and
- D. Demographic and social-economic information and services shall be readily available for county, school board, and municipal planning activities.

7.2.4 Policy:

The Town shall participate in the Intergovernmental Plan Amendment Review Committee (IPARC) in order to ensure communication and coordination with other municipalities on comprehensive planning issues.

7.3 Objective: Reserved

~~Ensure coordination with the School Board of Palm Beach County to establish concurrency requirements for public school facilities.~~

7.3.1 Policy: Reserved

~~The Town of Loxahatchee Groves, in cooperation with appropriate local, county, and state governments and agencies, shall continue to utilize the following collaborative planning process to reach decisions on population projections and public school siting:~~

- ~~a) Employ compatibility and public school impact procedures, which consider land use compatibility and public school impacts through use of flexibility provisions included in the Loxahatchee Groves Comprehensive Plan;~~
- ~~b) Provide the School Board of Palm Beach County with population projections and other demographic and socio-economic data to assist the School Board with appropriate student generation rates and public school siting;~~
- ~~c) If requested, provide professional support to the School Board Superintendent's site review committee;~~
- ~~d) Involve the School Board of Palm Beach County during the review process for residential Land Use Plan Amendments, Plats, and Developments of Regional Impact; and,~~
- ~~e) Procedures shall be coordinated in a manner that conforms to the interlocal agreement between the Town and the School Board.~~

7.4 *Objective:*

7.4.1 Policy: Reserved

~~The Town Manager or an appointed designee shall prepare and review the annual level of service monitoring report contained within the adopted concurrency management system. The purpose of this report is to provide affected entities with timely and accurate information in order to evaluation and coordinate levels of service.~~

7.4.2 Policy:

In situations where other public or private entities are providing a public facility or service such as roads, sewer, drainage, parks, or solid waste within the Town, the Town shall coordinate its adopted level of service standard with the applicable entity and within the financial parameters allowed by the Capital Improvement Element of this Plan.

7.4.3 Policy:

Coordination with Federal, State, and County authorities shall continually be practiced and refined to ensure that the Town receives a proportionate share of revenue allocations, facilities and service improvements.

**CAPITAL IMPROVEMENTS ELEMENT
GOALS, OBJECTIVES AND POLICIES (Rev: ~~Ord. 2013-08~~)**

GOAL 8: CAPITAL IMPROVEMENTS

The Town shall ensure adequate and timely public facilities and infrastructure capacity to accommodate existing and future residents and businesses maximizing the use and value of existing facilities, and effectively managing future growth consistent with the level-of-service standards established in the Comprehensive Plan.

8.1 *Objective:*

Maximize fiscal resources available to the Town for public facility improvements necessary to accommodate existing development, redevelopment, and planned future growth, and to replace obsolete or deteriorated facilities.

8.1.1 *Policy:*

Ensure capital revenues and/or secured developer commitments are in place to maintain all public facilities at acceptable level of service standards prior to the issuance of new development orders.

~~The Town shall follow the following timing requirements to ensure that adequate public facilities are available to meet level of service standards with the impact of~~

~~(a) Sanitary sewer, solid waste, drainage, adequate water supplies, and potable water facilities shall be in place and available to serve new development no later than the issuance by the local government of a certificate of occupancy or its functional equivalent. Prior to approval of a building permit or its functional equivalent, the Town shall determine whether adequate water supplies to serve the new development will be available no later than the anticipated date of issuance by the Town of a certificate of occupancy or its functional equivalent.~~

~~(b) Parks and recreation facilities to serve new development shall be in place or under actual construction no later than 1 year after issuance by the local government of a certificate of occupancy or its functional equivalent. However, the acreage for such facilities shall be dedicated or be acquired by the Town prior to issuance of a certificate of occupancy or its functional equivalent, or funds in the amount of the developer's fair share shall be committed no later than the local government's approval to commence construction.~~

~~(c) Transportation facilities needed to serve new development shall be in place or under actual construction within 3 years after the Town approves a building permit that results in traffic generation.~~

8.1.2 Policy:
Utilize a variety of funding sources to implement capital improvements, within the limitation of existing law. These methods may include ad valorem taxes, general revenues, enterprise revenues, assessments, tax increment, grants, and private contributions, including dedications and/or funds.

8.1.3 Policy:
Ensure that new development bears a proportionate cost for public facility improvements by utilizing a variety of mechanisms to assess and collect ~~impact~~ appropriate fees, dedications and/or contributions from private development.

8.1.4 Policy:
~~Aggressively seek~~ Seek all realistic grant opportunities to fund projects in the Five-Year Schedule of Capital Improvements.

8.1.5 Policy:
Land development regulations established by the Town shall provide for the timely completion and maintenance of the capital improvements required by the Comprehensive Plan.

8.1.6 Policy:
Each review of the Capital Improvements Element shall include a review of the assumptions, projections, needs, and consideration for appropriate and timely renewal of existing facilities according to the following criteria:

- ~~A.4)~~ Emergency and post-disaster mitigation;
- ~~2) Deficiency determination by a Concurrency Management System;~~
- ~~B.3-2)~~ Public involvement in Capital Improvement Program and Budget;
- ~~C.4-3)~~ Existing land development and Town plans;
- ~~D.5-4)~~ Plans of local, county, state agencies including the Loxahatchee Groves Water Control District;
- E.7-6 Financial feasibility

8.2 *Objective:*
Provide the necessary capital improvements to replace worn-out or obsolete public facilities, correct service deficiencies and accommodate planned future growth, ~~consistent with the adopted level of service standards.~~

8.2.1 Policy:
Prepare and adopt a Five-Year Capital Improvement Program (CIP) as part of the Town's annual budgeting process. Amend the Five-Year Schedule of Capital Improvements on an annual basis CIP updates.

8.2.2 Policy:
The annual update of the Five-Year Schedule of Capital Improvements shall reflect proportionate fair-share and other developer contributions.

- 8.2.3 Policy:
The Five-Year Schedule of Capital Improvements shall be financially feasible.
- 8.2.4 Policy:
The Five-Year Schedule of Capital Improvements shall be consistent with objectives and policies of Comprehensive Plan elements.
- 8.2.5 Policy:
Coordinate proportionate fair share mitigation procedures and payments with ~~Palm Beach County~~ ("PBC"), the Florida Department of Transportation, and the Palm Beach County School District.
- 8.2.6 Policy:
Coordinate planning for the Town improvements with the plans of state agencies, the South Florida Water Management District (SFWMD), ~~Palm Beach County~~ PBC, the Loxahatchee Groves Water Control District and adjacent municipalities when applicable.
- 8.2.7 Policy:
All capital improvements in the Five-Year Schedule of Capital Improvements for which the Town is responsible will be included in the Town's Annual Budget and Capital Improvement Fund.
- 8.2.8 Policy: Reserved
- 8.2.9 Policy:
Use the Town's Unified Land Development Code (ULDC) to ensure that all decisions regarding land use planning and the issuance of development orders and permits consider the availability of public facilities and services necessary to support such development at the adopted LOS standards concurrent with the associated impacts
- Coordinate with road, utility and infrastructure service providers within the Town to ensure that necessary capital improvements are implemented to support new construction and redevelopment.
- 8.2.11 Policy:
Repair, rehabilitate, and replace the Town's capital facilities according to generally accepted engineering principles and guidelines and ensure that facilities and services provided by other agencies are held to the same standard.
- 8.2.12 Policy:
Assess new development a proportionate fair-share of the public facility costs necessary to accommodate the impacts of new development at the adopted levels-of-service through the enforcement of existing public facility funding mechanisms, conditions of development approval, and impact fees. Public facilities include potable water, sanitary sewer, solid waste, drainage, parks, including ~~equestrian~~ multi-use trails and greenways, schools and roadways.

8.2.13 Policy:
Capital improvements associated with the construction of educational facilities are not addressed in the Town's CIP or Five-Year Schedule of Capital Improvements, but rather are the responsibility of the Palm Beach County School District.

8.2.14 Policy:
The Town, in conjunction with the Palm Beach County School District, has the responsibility for implementing the public school concurrency program within Loxahatchee Groves.

8.2.15 Policy:
For public school facilities, a proportionate share mitigation agreement is subject to approval by Palm Beach County School District and the Town.

~~8.2.16 Policy:
Reserved~~

~~8.2.17 Policy:
Reserved~~

~~8.2.18 Policy:
The public school LOS standard is the school's utilization, expressed as a percentage, which is the result of comparing the number of students with the satisfactory Florida Inventory of School Houses (FISH) capacity at a given location, e.g., an elementary facility with 1,000 students and a FISH capacity of 970, has an LOS of 103%. Also referred to as the utilization of a facility.~~

8.3 *Objective:*
Develop and implement a debt management program to assist the Town in providing adequate and timely revenues for scheduled capital improvements.

8.3.1 Policy:
Provided the Town Charter allows such an activity, ~~Loxahatchee Groves~~ the Town may incur debt within generally accepted municipal finance principles and guidelines, and only in relation to the Town's ability to pay for a new capital asset or to significantly extend the life expectancy of a capital asset.

8.3.2 Policy:
Ensure that any increase in operating costs for a new or additional facility is also considered when evaluating the debt to be incurred for a facility.

8.3.3 Policy:
The Town will not provide a public facility, nor accept the provision of a public facility by others, if it is unable to pay for the subsequent annual operation and maintenance costs of the facility.

8.3.4 Policy:
The Town shall adopt standards for debt management prior to incurring any public debt.

8.3.5 Policy:
Debt payment shall not exceed the anticipated useful life of a capital improvement and, in no case, shall exceed thirty years.

8.4 *Objective:*
Land use decisions shall be made based upon available or projected fiscal resources in coordination with the Five-Year Schedule of Capital Improvements which maintains adopted level of service standards and meets existing and future facility needs.

8.4.1 Policy:
The Town shall determine whether projects in the Five-Year Schedule of Capital Improvements will allow level of service standard to be maintained with a proposed land use change.

8.4.2 Policy:
The Town shall provide for the availability of public facilities and services needed to support development concurrent with the impacts of such development.

8.4.3 Policy:
In order to coordinate land uses with available and projected fiscal resources, the Town shall include in its annual update of the Five-Year Schedule of Capital Improvements, any appropriate projects listed in the first five (5) years of the PBC ten (10) year Water Supply Facility Work Plan (WSFWP).

8.5 *Objective:*
The Town shall include all projects identified in the policies of the various elements of this Comprehensive Plan that are the responsibility of ~~Loxahatchee Groves~~ the Town and determined to be of relatively large scale and high cost as capital improvements projects for inclusion within the Five-Year Schedule of Capital Improvements.

8.5.1 Policy:
Capital improvements shall be provided to: (1) correct existing deficiencies and extend the life expectancy; (2) manage growth, as defined in the Future Land Use Element and the Town's Charter; and/or (3) replace worn-out or obsolete facilities, as indicated in the Five-Year Schedule of Capital Improvements, ~~of this element.~~

8.5.2 Policy:
The Town defines a capital improvements project or program as a major, not often-recurring, expenditure that costs or commits at least \$25,000, which has an expected life of at least five (5) years, and which falls into one of the following categories:

- A. Acquisition or lease of land or interests in land for public purposes.
- B. Accommodation of Town growth and improvement of infrastructure services delivery by means of the purchase, lease, construction, rehabilitation, or replacement of:

- i4. A public building or physical facility;

- ii)2. Public infrastructure such as roads, drainage canals, parks, trails, or similar projects; and,
- iii)3. Equipment supporting the maintenance of infrastructure.

C. Projects designed to bring the community into immediate compliance with state or federal law or court order. Such projects are not subject to the above cost or life expectancy limits.

A capital improvements project or program is further defined to include any planning, engineering, feasibility or appraisal studies related thereto if the total cost is at least \$10,000. This shall include any studies oriented to defining the initial need for land and/or facilities.

8.5.3 Policy:
Normal maintenance activities are not included in the Five-Year Schedule of Capital Improvements.

8.5.4 Policy:
The Town shall, as a matter of priority, schedule for funding any capital improvement projects in the Five-Year Schedule of Capital Improvements which are designed to correct existing public facility deficiencies.

8.5.5 Policy:
Proposed capital improvements projects shall be evaluated and ranked in order of priority according to the following guidelines:

A. Whether the proposed project is financially feasible, in terms of its impact upon Town budget potential;

B.-A. Whether the project is needed to protect public health and safety, to fulfill the Town's legal commitment to provide facilities and services, or to preserve, achieve full use of, or increase the efficiency of existing facilities;

C.-B. Whether the project prevents or reduces future improvement costs or provides service to areas currently lacking such service;

D.-C. Whether the project represents a logical extension of facilities and services within the Town; and

E. D. Whether or not the proposed project is consistent with plans of State agencies, ~~Palm Beach County~~ PBC agencies and the Loxahatchee Groves Water Control District.

8.6 *Objective:*
The Five-Year Schedule of Capital Improvements shall be reviewed by the FAAC on an annual basis as part of the Town budget process. Any revisions and/or amendments to the Five-Year Schedule of Capital Improvements shall be made by the Town Council at that time. Annual updates to ~~Tables 9-1 to 9-3~~ the Five Year Schedule of Capital

Improvements shall be made by Town Council Ordinance and not subject to the comprehensive plan amendment process.

8.6.1 Policy:

The annual update process shall include a review to determine that proposed Five-Year Schedule of Capital Improvements revisions are internally consistent with the Goals, Objectives and Policies of the Comprehensive Plan.

8.6.2 Policy:

All items to address an imminent danger or threat to the public health or safety shall be submitted to the Town Council for decision and appropriate action through the Town Manager. If the obligation duration exceeds one budget year, the item shall be included in the Five-Year Schedule of Capital Improvements.

8.7 Objective

The Five-Year Schedule of Capital Improvements consists of Tables 8-1 to 8-3.

Table 8-1 – Summary of FY 2014 – 2018 Capital Improvements Projects

~~A. Necessary to Maintain LOS Standards: Loxahatchee Groves~~

Comprehensive Plan Element	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Transportation	TRAN 1: Non-District Town Road Survey (1)	Objective 2.6 and Policies 2.2.4, 2.7.1 and 2.7.9 Transportation Element
Transportation	TRAN 2: Collecting Canal Road OGEM surface Improvements (1,2)	Policy 2.1.3 Transportation Element
Transportation	TRAN 3: Okeechobee Traffic Signal @ "D" Rd. (1)	Policies 2.1.4 and 2.2.2, Transportation Element
Transportation	TRAN 4: Town Road OGEM Projects – Specific Future Projects To Be Identified (1,2)	Policy 2.1.3 Transportation Element
Transportation	TRAN 5: Pave/OGEM Surface "D" Road from Southern Blvd. to Collecting Canal	Policy 2.1.3 Transportation Element
Transportation	TRAN 6: LGWCD to Town road transfer costs – Specific Future Projects To Be Identified	Policy 2.1.3 Transportation Element
Drainage Sub-Element	DR 1: Drainage Canal Refurbishment Program (sub to LGWCD)	Policies 3A.1.5 and 3A.1.6 Drainage Sub-Element

Key: TRAN – Transportation; DR – Drainage; LGWCD – Loxahatchee Groves Water Control District.

(1) – Existing Deficiency; (2) – Replacement Project; (3) – To Meet Future Need

**B. ~~FY 2014 to 2018 Improvements Necessary to Maintain LOS Standards:
— Outside Agencies~~**

Agency	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Lox Groves Water Control Dist	DR-2: 40-foot Long Front Backhoe lease purchase (1,3)	Objective 3.A.1 Drainage Sub-Element
Lox Groves Water Control Dist	DR-3: Long Reach Mower lease purchase (1,3)	Objective 3.A.1 Drainage Sub-Element
Palm Beach County School District	PSF 1 Palm Beach County School District 5 Year Capital Budget (FY 2013 — 2017) By Reference (3)	Policy 8A.3 A Public School Facilities Element
Florida Department of Transportation	FDOT 1: #4282391 Bridge #930402 repair and rehab. West of "D" Road (1)*	Policy 2.2.4 Transportation Element; Policy 9.2.10 Capital Improvements Element
Florida Department of Transportation	FDOT 2: #4193452 Add lanes and reconstruct Southern Boulevard (3)*	Policies 2.2.4 and 2.6.2 Transportation Element; Policy 9.2.10 Capital Improvements Element

* — Project included in the FY 2011 — 2015 Transportation Improvement Program (TIP) of the MPO.

Key: DR — Drainage; PSF — Public School Facility; FDOT — Florida Department of Transportation

(1) — Existing Deficiency; (2) — Replacement Project; (3) — To Meet Future Need

**C. ~~FY 2014 to 2018 Non-LOS Comprehensive Plan Directed Improvements:
Loxahatchee Groves~~**

Comprehensive Plan Element	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Recreation and Open Space	ROS 1: Equestrian Trails — Linear Park from "A" Road to Folsom Road (1,3)	Objective 2.3 Transportation Element
Recreation and Open Space	ROS 2: Equestrian Trails — Future Projects To Be Identified (1,3)	Objective 2.3 Transportation Element

Key: ROS — Recreation and Open Space

(1) — Existing Deficiency; (2) — Replacement Project; (3) — To Meet Future Need

D. ~~FY 2014 to 2018 Other Infrastructure Improvements: Outside Agencies/Private Parties~~

Project No. and Description	Public Agency/Private Party	Comprehensive Plan Consistency (Objective/Policy Citation)
TRAN 7 "F" Road Pavement and OGEM Improvements: Southern Blvd. to Collecting Canal(1,3)	Grove Medical Plaza Site Plan Approval Condition	Policy 2.1.4 Transportation Element

Key: TRAN — Transportation.

(1) — Existing Deficiency ;(2) — Replacement Project; (3) — To Meet Future Need

Table 8-2 FY 2014 – 2018
Schedule and Cost of Capital Improvements Projects
A. Necessary to Maintain LOS Standards

Project Number*	Fiscal Year Cost (\$ 000's)					Total Cost (Dollars)
	2013/14	2014/15	2015/16	2016/17	2017/18	
TRAN-1	100	100	0	0	0	200,000
TRAN-2	944	0	0	0	0	944,000
TRAN-3	250	0	0	0	0	250,000
TRAN-4	100	0	0	0	0	100,000
TRAN-5	300	0	0	0	0	300,000
TRAN-6	29	29	29	29	29	145,000
TRAN-7	106	0	0	0	0	106,000
DR-1	150	150	150	150	150	750,000
DR-2	62	62	62	62	62	310,000
DR-3	34	34	34	34	34	170,000
FDOT #4282394	119	0	0	0	0	119,000
FDOT##4193452**	5,200	0	0	0	34,500	39,700,000
Totals	7,394	375	275	275	34,775	43,094,000

**Cost includes entire project length (Lion Country Safari to west of Crestwood Blvd).

* - Refer to Table 9-1A, 9-1B and 9-1D.

B. Non-LOS Comprehensive Plan-Directed Improvements

Project Number*	Fiscal Year Cost (\$ 000's)					Total Cost (Dollars)
	2013/14	2014/15	2015/16	2016/17	2017/18	
ROS-1	80	0	0	0	0	80,000
ROS-2	0	100	100	0	0	200,000
Totals	80	100	100	0	0	280,000
PBC School District	5-Year Capital Budget (FY 2013 – 2017) Incorporated By Reference					

* - Refer to Table 9-1C.

Table 8-3 Revenue Sources for Town Directed Capital Improvements Projects

Project Number*	Revenue Source	Fiscal Year Budget (\$000)					Total Cost (Dollars)
		2013/14	2014/15	2015/16	2016/17	2017/18	
TRAN-1	GF/GT	100,000	100,000	0	0	0	200,000
_____	GF/GT	944,000	0	0	0	0	944,000
TRAN-3	GF/GT	250,000	0	0	0	0	250,000
TRAN-4	GF	100,000	0	0	0	0	100,000
TRAN-5	GF	300,000	0	0	0	0	300,000
TRAN-6	GT	29,000	29,000	29,000	29,000	29,000	145,000
TRAN-7	P	106,000	0	0	0	0	106,000
DR-1	GT	150,000	150,000	150,000	150,000	150,000	750,000
ROS-1	GF	80,000	0	0	0	0	80,000
ROS-2	GF	0	100,000	100,000	0	0	200,000
Town Totals	GF/GT/P	2,059,000	379,000	279,000	179,000	179,000	3,075,000

*— Refer to Tables 9-1A, 9-1C and 9-1D.

Revenue Sources: GF General Fund; GT Gas Tax; G Grant; P Private Source

PROPERTY RIGHTS ELEMENT
GOALS, OBJECTIVES AND POLICIES

Property Rights

The Property Rights Element is required to be included in the comprehensive plan per requirements of state planning law and rule criteria. Specifically, Chapter 163.3177(6) (i) 1, Florida Statutes, establishes the Property Rights Element requirement.

Chapter 163.3177(6)2(i)(1), Florida Statutes establishes that each local government must adopt a property rights element in its Comprehensive Plan by the earlier of the date of its adoption of its next proposed plan amendment that is submitted after July 1, 2021, or the date of the next scheduled evaluation and appraisal of its comprehensive plan.

GOAL 9: PROPERTY RIGHTS

The Town shall respect judicially acknowledged, and constitutionally protected private property rights.

9.1 Objective:

The Town shall ensure that private property rights are considered in local decision making.

9.1.1 Policy:

- A. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights;
- B. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances;
- C. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property; and,
- D. The right of a property owner to dispose of his or her property through sale or gift.

**COMPREHENSIVE PLAN
EVALUATION AND APPRAISAL AMENDMENTS
2024 Data and Analysis**



**Town of
Loxahatchee Groves**

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I. INTRODUCTION

The Loxahatchee Groves Evaluation and Appraisal Report (EAR) comprehensive plan amendments are submitted in response to the provisions of Section 163.3191, Florida Statutes (F.S.), which requires that the planning program be an ongoing process.

In order to ensure the ongoing process, F.S. Section 163.3191(1) requires each local government to prepare a formal evaluation of its comprehensive plan each seven years and notify the state land planning agency of the results. The purpose of the evaluation is to identify amendments to the comprehensive plan necessary to reflect relevant changes in state requirements since the last update. In addition, local governments are encouraged to update comprehensive plans to reflect changed local conditions.

In response to F.S. Section 163.3101(1) requirements, the Loxahatchee Groves Evaluation and Appraisal Notification Letter (Notification) was submitted to the Florida Department of Economic Opportunity (FDEO) on June 16, 2021. (Ref: Exhibit 1). The Town received confirmation of the Notification from the Florida Department of Economic Opportunity (FDEO) in a letter dated July 15, 2021 (Ref: Exhibit 2).

The following principal amendment categories are included in the EAR review process to meet state comprehensive planning requirements per the FDEO confirmation letter and changed local conditions:

A. Notification Letter Comprehensive Planning Requirements.

1. Coordination with the Lower East Coast and Palm Beach County 10-Year Water Supply Plans (F.S. 163.3177 (4)(a); and
2. Update of the Five-Year Schedule of Capital in the Capital Improvements Element (F.S. 163.3177 (3)(a).

B. Additional Florida Statutes Based Amendments

1. Updates to the planning period and population projections.
2. Addition of a Property Rights Element to the Comprehensive Plan.
3. Deletion of the Public Schools Element from the Comprehensive Plan.
4. Update of the data and analysis and Objectives and Policies of the Housing Element of the Comprehensive Plan.

C. Changes in Local Conditions Amendments:

1. Reformatting of the 2009 Loxahatchee Groves Comprehensive Plan, as amended, to consist of two separate documents; Evaluation and Appraisal Amendments 2023 Data and Analysis (2023 Support Documentation) and 2023 Evaluation and Appraisal Amendments Goals, Objectives, and Policies (2023 Goals, Objectives and Policies).

As part of the reformatting, an Introduction Element has been added to the 2023 Goals, Objectives and Policies document.

2. Minor text amendments.
3. Local issue amendments including redesignation of Okeechobee Boulevard as a Rural Minor Collector and creation of a local roads classification system.

All of the following EAR-based revisions to the current adopted Comprehensive Plan are identified by underline (additions to current text) or ~~striketrough~~ (deletions of current text) format.

II. NOTIFICATION LETTER AMENDMENTS

A. Ten-Year Water Supply Facilities Work Plan Update

1. Support Documentation

The Town's Evaluation and Appraisal Notification Letter identified an update of the Town's Ten-Year Water Supply Facilities Work Plan as an item to be completed as a component of the EAR-based Comprehensive Plan amendments.

A majority of the Town does not have central potable water service available and operates primarily on domestic self-supply water wells. The water supply wells draw from the Surficial Aquifer.

For areas centrally served, the Town entered into a Potable Water, Wastewater, and Reclaimed Water Utilities Franchise and Service Area Agreement (Service Agreement) with Palm Beach County in 2009. The Agreement is currently in effect.

Areas served by central potable water systems are located along Southern Boulevard, Okeechobee Boulevard and 40th Street North. Water mains are operated by Palm Beach County Water Utilities Department (PBCWUD). Property owners proximate to these mains may request connection with the permission of the Town Council. The daily Level-of-Service (LOS), per the current Palm Beach County 10-Year Water Supply Facilities Work Plan, is 111 gallons per day (GPD) per capita.

Residential and non-residential users purchase retail water directly from PBCWUD which has exclusive rights to operate a potable water distribution system within the Town. Specifically, PBCWUD has the right to erect, maintain and operate a potable water distribution system in order to provide potable water service to customers within the Town.

Per the Florida Department of Economic Opportunity Division of Community Development Bureau of Community Planning document entitled: “A Guide to the Preparation of the Water Supply Facilities Work Plan”, local governments with no water supply responsibility need only compile the following data and analysis:

“Population and Water Demand Projections for at least a 10-year period, and a discussion of reuse and conservation methods to reduce demand during the projection period”.

PBCWUD has included population and water use projections within its most current 10-Year Water Supply Facilities Work Plan, prepared in 2020. PBCWUD Served and Self-Served population and potable water use projections for the Town of Loxahatchee Groves are presented in Tables 1 and 2, assuming a consumption rate of 111 gallons per capita per day (gpcd).

Table 1
Town of Loxahatchee Groves Water Service Area
PBCWUD Served Population and Potable Water Consumption Projections

Year	Population Projection	Potable Water Consumption (mgd)
2020	235	0.0261
2025	774	0.0856
2030	1,333	0.1480

Source: Palm Beach County 10-Year Water Supply Facilities Work Plan (2/5/2020)

Table 2
Town of Loxahatchee Groves
Self-Served Population and Potable Water Consumption Projections

Year	Population Projection	Potable Water Consumption (mgd)
2020	3,180	0.3530
2025	2,980	0.3308
2030	2,780	0.3086

Source: Palm Beach County 10-Year Water Supply Facilities Work Plan (2/5/2020)

Per Section 8 of the PBCWUD Water Supply Facilities Work Plan, implementation of water conservation is key to maintaining the health and productivity of the Surficial and Floridan Aquifer systems. Promoting water conservation equipment, techniques and practices will benefit customers economically and maintain a realistic water demand picture for utilities.

Policy 3.5.6 of the Infrastructure Element of the current Loxahatchee Groves Comprehensive Plan supports Palm Beach County’s efforts to conserve water supply from the Surficial Aquifer, as follows:

“3.5.6 Policy:

In order to protect and conserve the Surficial Aquifer, the Town shall cooperate with Palm Beach County to continue to investigate utilization of alternate water sources to supplement and broaden the county’s future water supply sources as described in the 10-Year Water Supply Facilities Work Plan. These potential sources could include the increased use of reclaimed wastewater, improved methods of conservation, Aquifer Storage and Recovery (ASR), improved operations to increase stormwater reuse and aquifer recharge by improvements to the secondary canal infrastructure, and other technologies which may be addressed in the Lower East Coast Regional Water Supply Plan of the South Florida Water Management District (SFWMD).”

In addition, updated Policy 4.2.9 and current Policy 4.2.10 of the Conservation Element of the 2023 Goals, Objectives, and Policies document promote water conservation and quality, as follows:

“4.2.9 Policy (to be revised by the EAR-based amendments; as underlined):

The Town shall work towards the further education of the public regarding various methods of water conservation at the household and small business level. In this regard, the Town shall procure publications from the South Florida Water Management District for distribution to residents and posting on the Town’s website.”

“4.2.10 Policy:

The Town shall encourage the utilization of the Best Management Practices developed by the Florida Department of Agriculture to promote the protection of water quality. The Town shall provide, as available, education material on the Best Management Practices.”

2. Comprehensive Plan Amendments:

The following EAR-based amendments are incorporated in the Infrastructure Element of the accompanying 2023 Goals, Objectives, and Policies document:

3.4 Objective:

The Town shall support Palm Beach County (PBC) ~~Water Utilities (PBCWUD)~~ to identify and, ~~where feasible,~~ correct existing potable water facilities’ deficiencies as necessary.

3.4.1 Policy:

The Town shall assist the County ~~with capacity surpluses and deficiencies for the long-term planning horizon and any other relevant issues.~~ in planning for the Town's potable water supply needs by participating in the preparation of periodic PBC 10- Year Water Supply Facility Plan updates.

3.4.2 Policy: The Town shall continue to participate in the Palm Beach County/Town of Loxahatchee Groves Potable Water, Wastewater, and Reclaimed Water Utilities Franchise and Service Area Agreement as a means to provide potable water supply service to Town residents.

3.5 Objective:

Potable water facilities, currently depicted on MAP INF-1, shall be provided to meet the Town's short-term and long-term future needs. Long-term needs shall be addressed in the PBC 10-Year Water Supply Facilities Work Plan updates.

3.5.1 Policy:

The level of service (LOS) standard for potable water facilities shall be the Florida Department of Environmental Protection Permitted Capacity of the County facility that serves the Town. The LOS standard for water treatment plants planning shall be measured by ~~maximum~~ average daily flow. The level of service (LOS) standard for potable water facilities provided by ~~PBCWUD~~ in the current PBC 10-Year

3.5.3 Policy:

~~The Town shall support the planning~~ Planning for additional capacity and/or a reduction in per capita demand shall be included in the PBC 10-Year Water Supply Facilities Work-plan. ~~as required in Chapter 163 of Florida Statutes to increase the coordination of local land use and future water supply planning.~~

B. Capital Improvements Element Update

Florida Statutes Section 163.3177(3)(a) requires a local government comprehensive plan to include a Capital Improvements Element. Section 163.3177(3)(b) requires the Capital Improvements Element to be reviewed on an annual basis. However, modifications to the 5-Year Schedule of Improvements may be accomplished by local government ordinance rather than by amendment to the comprehensive plan.

The Town Council has elected to amend the Five-Year Schedule of Improvements by ordinance as part of its annual budget process in order to increase its planning efficiency. The following EAR-based amendments are incorporated in the Capital Improvements Element of the accompanying 2023 Goals, Objectives, and Policies document:

8.6 Objective:

The Five-Year Schedule of Capital Improvements shall be reviewed by the FAAC on an annual basis as part of the Town budget process. Any revisions and/or amendments to the Five-Year Schedule of Capital Improvements shall be made by the Town Council at that time. Annual updates to ~~Tables 9-1 to 9-3~~ the Five Year Schedule of Capital Improvements shall be made by Town Council Ordinance and not subject to the comprehensive plan amendment process.

~~8.7 Objective~~

~~The Five-Year Schedule of Capital Improvements consists of Tables 8-1 to 8-3.~~

~~Table 8-1 – Summary of FY 2014 – 2018 Capital Improvements Projects~~

~~A. Necessary to Maintain LOS Standards: Loxahatchee Groves~~

Comprehensive Plan Element	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Transportation	TRAN-1: Non-District Town Road Survey (1)	Objective 2.6 and Policies 2.2.4, 2.7.1 and 2.7.9 Transportation Element
Transportation	TRAN-2: Collecting Canal Road OGEM surface Improvements (1,2)	Policy 2.1.3 Transportation Element
Transportation	TRAN-3: Okeechobee Traffic Signal @ "D" Rd. (1)	Policies 2.1.4 and 2.2.2, Transportation Element
Transportation	TRAN-4: Town Road OGEM Projects – Specific Future Projects To Be Identified (1,2)	Policy 2.1.3 Transportation Element
Transportation	TRAN-5: Pave/OGEM Surface "D" Road from Southern Blvd. to Collecting Canal	Policy 2.1.3 Transportation Element
Transportation	TRAN-6: LGWCD to Town road transfer costs – Specific Future Projects To Be Identified	Policy 2.1.3 Transportation Element
Drainage Sub-Element	DR-1: Drainage Canal Refurbishment Program (sub to LGWCD)	Policies 3A.1.5 and 3A.1.6 Drainage Sub-Element

Key: TRAN – Transportation; DR – Drainage; LGWCD – Loxahatchee Groves Water Control District.

(1) – Existing Deficiency; (2) – Replacement Project; (3) – To Meet Future Need

~~B. FY 2014 to 2018 Improvements Necessary to Maintain LOS Standards: Outside Agencies~~

Agency	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Lox Groves Water Control Dist	DR-2: 40-foot Long Front Backhoe lease purchase (1,3)	Objective 3.A.1 Drainage Sub-Element
Lox Groves Water Control Dist	DR-3: Long-Reach Mower lease purchase (1,3)	Objective 3.A.1 Drainage Sub-Element

Palm Beach County School District	PSF 1 Palm Beach County School District 5 Year Capital Budget (FY 2013—2017) By Reference (3)	Policy 8A.3 A Public School Facilities Element
Florida Department of Transportation	FDOT 1: #4282391 Bridge #930402 repair and rehab. West of "D" Road (1)*	Policy 2.2.4 Transportation Element; Policy 9.2.10 Capital Improvements Element
Florida Department of Transportation	FDOT 2: #4193452 Add lanes and reconstruct Southern Boulevard (3)*	Policies 2.2.4 and 2.6.2 Transportation Element; Policy 9.2.10 Capital Improvements Element

* Project included in the FY 2011—2015 Transportation Improvement Program (TIP) of the MPO.

Key: DR—Drainage; PSF—Public School Facility; FDOT—Florida Department of Transportation

(1)—Existing Deficiency; (2)—Replacement Project; (3)—To Meet Future Need

C. FY 2014 to 2018 Non-LOS Comprehensive Plan Directed Improvements: Loxahatchee Groves

Comprehensive Plan Element	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Recreation and Open Space	ROS 1: Equestrian Trails—Linear Park from "A" Road to Folsom Road (1,3)	Objective 2.3 Transportation Element
Recreation and Open Space	ROS 2: Equestrian Trails—Future Projects To Be Identified (1,3)	Objective 2.3 Transportation Element

Key: ROS—Recreation and Open Space

(1)—Existing Deficiency; (2)—Replacement Project; (3)—To Meet Future Need

D. FY 2014 to 2018 Other Infrastructure Improvements: Outside Agencies/Private Parties

Project No. and Description	Public Agency/Private Party	Comprehensive Plan Consistency (Objective/Policy Citation)
TRAN 7 "F" Road Pavement and OGEM Improvements: Southern Blvd. to Collecting Canal(1,3)	Grove Medical Plaza Site Plan Approval Condition	Policy 2.1.4 Transportation Element

Key: TRAN—Transportation.

(1)—Existing Deficiency ;(2)—Replacement Project; (3)—To Meet Future Need

**Table 8-2 FY 2014—2018
Schedule and Cost of Capital Improvements Projects**

A. Necessary to Maintain LOS Standards

Project Number*	Fiscal Year Cost (\$ 000's)					Total Cost (Dollars)
	2013/14	2014/15	2015/16	2016/17	2017/18	
TRAN 1	100	100	0	0	0	200,000
TRAN 2	944	0	0	0	0	944,000
TRAN 3	250	0	0	0	0	250,000
TRAN 4	100	0	0	0	0	100,000
TRAN 5	300	0	0	0	0	300,000

TRAN-6	29	29	29	29	29	145,000
TRAN-7	106	0	0	0	0	106,000
DR-1	150	150	150	150	150	750,000
DR-2	62	62	62	62	62	310,000
DR-3	34	34	34	34	34	170,000
FDOT #4282391	119	0	0	0	0	119,000
FDOT###4193452**	5,200	0	0	0	34,500	39,700,000
Totals	7,394	375	275	275	34,775	43,094,000

**Cost includes entire project length (Lion Country Safari to west of Crestwood Blvd).

* - Refer to Table 9-1A, 9-1B and 9-1D.

B. Non-LOS Comprehensive Plan-Directed Improvements

Project Number*	Fiscal Year Cost (\$ 000's)					Total Cost (Dollars)
	2013/14	2014/15	2015/16	2016/17	2017/18	
1. ROS-1	2. 80	3. 0	4. 0	5. 0	6. 0	7. 80,000
8. ROS-2	9. 0	10. 100	11. 100	12. 0	13. 0	14. 200,000
15. Totals	16. 80	17. 100	18. 100	19. 0	20. 0	21. 280,000
22. PBC School Dist	23. 5-Year Capital Budget (FY 2013 – 2017) Incorporated By Reference					

* - Refer to Table 9-1C.

Table 8-3 Revenue Sources for Town-Directed Capital Improvements Projects

Project Number*	Revenue Source	Fiscal Year Budget (\$000)					Total Cost (Dollars)
		2013/14	2014/15	2015/16	2016/17	2017/18	
TRAN-1	GF/GT	100,000	100,000	0	0	0	200,000
TRAN-2	GF/GT	944,000	0	0	0	0	944,000
TRAN-3	GF/GT	250,000	0	0	0	0	250,000
TRAN-4	GF	100,000	0	0	0	0	100,000
TRAN-5	GF	300,000	0	0	0	0	300,000
TRAN-6	GT	29,000	29,000	29,000	29,000	29,000	145,000
TRAN-7	P	106,000	0	0	0	0	106,000
DR-1	GT	150,000	150,000	150,000	150,000	150,000	750,000
ROS-1	GF	80,000	0	0	0	0	80,000
ROS-2	GF	0	100,000	100,000	0	0	200,000
Town Totals	GF/GT/P	2,059,000	379,000	279,000	179,000	179,000	3,075,000

* - Refer to Tables 9-1A, 9-1C and 9-1D.

Revenue Sources: GF- General Fund; GT- Gas Tax; G- Grant; P- Private Source

III. ADDITIONAL FLORIDA STATUTES BASED AMENDMENTS

A. Planning Period Update and Population Projections

The Town's comprehensive plan must include a planning period for at least a ten-year period and population projections of at least 10 and 20-year periods. The 2020 Census population of Loxahatchee Groves was established at 3,355 residents. Future Town population generated by the Palm Beach County Planning Division, a professionally accepted source, is projected at 4,322 residents by 2035 and 4,908 residents by 2045.

It is necessary to update the Future Land Use Map to indicate the planning period of at least 10 years. Per this requirement, the 2023 – 2035 period is utilized in the 2023 Goals, Objectives and Policies document as the planning period.

B. Addition of a Property Rights Element

Florida Statutes Chapter 163.3177(6)(i)(1) requires a Property Rights Element to be included in the Town's Comprehensive Plan. The Property Rights Element has been added as Element 8 to the Comprehensive Plan as in the accompanying 2023 Goals, Objectives and Policies document as follows:

GOAL 9: PROPERTY RIGHTS

The Town shall respect judicially acknowledged, and constitutionally protected private property rights.

9.1 Objective:

The Town shall ensure that private property rights are considered in local decision making.

9.1.1 Policy:

The following rights shall be considered in local decision making.

(a) The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

(b) The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any of any other person, subject to state law and local ordinances.

(c) The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

(d) The right of a property owner to dispose of his or her property through

C. Deletion of the Public School Facilities Element

Florida Statutes Chapter 163.3177(6) no longer requires a Public School Facilities Element to be included in the Comprehensive Plan. On this basis, the Town Council has deleted the current Element 8 Public Schools Facilities Element from the accompanying 2023 Goals, Objectives and Policies document.

D. Affordable Housing

Florida Statutes Chapter 163.3177(6)(f)1.d includes Comprehensive Plan requirements for very-low, low and moderate income workforce housing, mobile homes, group homes and foster care.

The Town currently relies upon the private sector to provide affordable housing opportunities for its residents. Private sector affordable housing opportunities are principally defined in the Unified Land Development Code (ULDC) as follows:

1. Minimum residential unit size of 400 sq. ft.
2. Allowance for permanent housing alternatives including accessory dwelling units, grooms quarters, modular and truck trailer and container conversion homes, and continuance and replacement of existing manufactured homes.
3. Use of a recreational vehicle and manufactured home on a temporary basis during new residence construction.
4. Use of recreational vehicles as temporary residences for a portion of the year

Housing Element Objective 6.2, modified in the accompanying 2023 Goals, Objectives, and Policies document, summarizes and supports the Town's housing policy:

6.2 Objective:

Adequate and affordable housing, consistent with the current rural character of the Town, shall be provided for existing residents and anticipated population growth, including housing to accommodate any defined specialized needs of very-low, low and moderate income households, ~~elderly households, EH-~~ modular homes and community residential homes.

~~handicapped or displaced residents. and farmworkers;—Also, provisions shall be made for displaced residents, and community residential homes ~~foster care housing, as well as and manufactured or and modular mobile~~ homes.~~

6.2.3 Policy:

Provide for innovative housing alternatives (e.g., ~~single room occupancy, accessory dwelling units residential structures, caretaker quarters, groom's quarters, manufactured and mobile~~ modular homes and community residential housing ~~congregate living alternatives~~) oriented to facilitating reduced housing costs for very low, low and moderate income households and special needs populations.

6.2.5 Policy:

Allow the placement of manufactured homes and ~~individual mobile homes~~ within single-family residential districts provided that: (1) such homes must comply with all Town building, construction, design and housing codes that apply to all housing types and U.S. Department of Housing and Urban Development manufactured home construction and safety standards; and (2) they shall be subject to any reviews as provided in the Town code of ordinances.

6.2.6 Policy:

Encourage development of affordable and workforce housing, including accessory dwellings, in residential developments ~~south of Collecting Canal Road areas~~, in proximity to employment opportunities and major transportation facilities.

6.3 Objective:

Provision shall be made for the location of community residential homes daycare, foster care and group home facilities regulated by the Town's ULDC and licensed by the state of Florida, in a manner consistent with state law and the character of existing residential neighborhoods.

6.3.1 Policy:

The Town shall ~~permit~~ support the location of community residential homes of 6 or fewer residents licensed by the state of Florida, ~~different classes of group home facilities~~ in appropriate residential neighborhoods that foster non-discrimination and encourage the ~~development of community~~ alternatives to institutionalization. ~~Further, no appropriate residential neighborhoods shall be closed to such facilities.~~

6.3.2 Policy:

The Town shall monitor the development and distribution of ~~daycare foster care and group homes~~ community residential homes to ensure that adequate sites and infrastructures are provided, while over-concentration (i.e., ~~to be defined by implementing Policy 6.3.1~~) in any residential appropriately zoned area is avoided.

6.3.3 Policy:

~~"Foster Care Facility" and "Group Home Facility"~~ "Community residential home" shall be defined as a residential unit, otherwise meeting the requirements of the Chapter 419, Florida Statutes and the Town Zoning

Code, where a family living environment is provided for individuals not related by blood or legally to the householder.

6.4.1 Policy:

Due to high land values and low permitted densities, very-low, low and moderate income housing efforts shall be oriented primarily toward: (1) maintaining the existing housing stock in standard condition; (2) continuing to permit individual ~~manufactured housing and mobile homes~~ modular or factory built homes and existing manufactured homes; and (3) investigating innovative housing alternatives such as ~~single-room occupancy, accessory dwelling units, and congregate living~~; tiny homes and truck trailer and container storage conversions.

IV. CHANGES IN LOCAL CONDITIONS AMENDMENTS

The Town Council and Local Planning Agency went through an extensive ten-month, page-by-page review of the current Comprehensive Plan Element Goals, Objectives and Policies. A schedule of workshops and meetings topics is presented in Exhibit 3.

The workshops and LPA recommendation resulted in three categories of Comprehensive Plan Amendments; Reformatting of the Comprehensive Plan; minor text amendments; and local issue amendments.

A. Reformatting of the Comprehensive Plan

Due to the unwieldy size and format of the existing Comprehensive Plan, the Town has opted to separate the document into 2023 Support Documentation and 2023 Goals, Objectives and Policies documents. The 2023 Support Documentation as well as additional future revisions will be approved by Town Council Resolution, as opposed to Ordinance, in order facilitate the update process. Future 2023 Goals, Objectives and Policies updates will continue to be approved by Town Ordinance, per statutory requirements.

As part of the EAR-based review a new Introduction Element has been added to the 2023 Goals, Objectives and Policies document. The Element addresses basic comprehensive plan requirements per the Florida Statutes. In addition, the following specific vision (i.e. Community Character Goal) of the Town's future based upon its historical past is included:

Loxahatchee Groves will protect its natural environment and rural character in the midst of an urbanizing region. The Town will continue to be a rural residential and agricultural community that has great respect for lifestyle choices balanced with historical community needs. This is reflected in a cost effective, minimal government structure that

strives to protect the environment and our quality of traditional lifestyles.

Development of plans, enforcement of regulations, and operations of the Town are directed toward this end.

B. Minor Text Amendments

The following minor amendments are indicated by underline and ~~striketrough~~ text in the accompanying 2023 Goals, Objectives and Policies document.

- Grammer and format revisions.
- Movement of objectives and/or policies to a more appropriate location(s).
- Use of consistent terminology throughout the Comprehensive Plan.
- Updating of implementation timing for certain objectives and policies.
- Updating, where necessary, of Florida Statutes references and deleting Florida Administrative Code references.

C Local Issue Amendments

Local issue amendments, including text and map revisions, are included in the accompanying 2023 Goals Objectives and Policies document. The following paragraphs comprise a data and analysis summary of each issue. Related map revisions are presented in Exhibit 4.

1. Designation of Okeechobee Boulevard as a Rural Minor Collector

The current designation of Okeechobee Boulevard through the Town, by both the Town and Palm Beach County, is County Urban Collector. This designation is not consistent with the nature of the Town, as described by the Community Character Goal included in the new Introduction Element which describes the Town as a rural residential and agricultural community. Consistent with its character, the Town has proposed a change in the designation of Okeechobee Boulevard to Rural Minor Collector.

Implementing the Community Character Goal is the Town's Rural Residential 5(RR 5) Future Land Use category and Agricultural Residential (AR) zoning district which encompass more than 95% of the Town's land area and limit residential density to a maximum of 1 unit per 5 acres.

Supporting the Town's Community Character Goal are Palm Beach County Comprehensive Plan policies and planning maps and the designation of Loxahatchee Groves as a rural community by the Florida Department of Commerce (Ref: Exhibit 5).

“The Rural Tier includes agricultural land and rural settlements that range in density from primarily 1 dwelling unit per 5 acres to 1 dwelling unit per 20 acres. These areas support large agricultural operations as well as single-family homes with small family -owned agricultural businesses, including equestrian related uses. Due to the declining availability of land and the increase in population in the Urban and Exurban Tiers, the Rural Tier is beginning to experience pressure for urban densities and nonresidential intensities normally associated with a more urban area. The strategies in the Rural Tier are established to protect and enhance rural settlements that support agricultural uses and equestrian uses while also providing an alternative style of development in specific areas that further the goals of the Rural Tier”

County Future Land Use Element Policy 1.4-a states the following Rural Tier land use policy:

“The County shall protect and maintain the rural residential, equestrian and agricultural areas within the Rural Tier by:

1. Preserving and enhancing the rural landscape, including historic, cultural, recreational, agricultural, and open space resources;
2. Providing facilities and services consistent with the character of the area;
3. Preserving and enhancing natural resources; and,
4. Ensuring development is compatible with the scale, mass, intensity of use, height, and character of the rural community”.

Per Map LU-2.1 (Ref: Exhibit 4), the Town is also within the County Rural Service Area. Objective 3.4 *Rural Service Area* of the Future Land Use Element summarizes the required service level as follows:

“Palm Beach County shall require a rural level of service, which meets the needs of rural development and uses without encouraging the conversion of rural areas to more intense uses.

Policy 3.4-a: The Rural Service Area shall include those areas of the County where the extension of urban levels of service is neither foreseen during the long-range planning horizon nor warranted by the development patterns or densities or intensities allowed. The official boundaries of the Rural Service Area shall be depicted on the Service Areas Map in the Map Series.

Policy 3.4-b: Development on a parcel in the Rural Tier that is adjacent to water and/or sewer lines which existed prior to the adoption of the Comprehensive Plan in 1989 shall be allowed an urban level of service when required by the Public Health Department”.

To assist in maintaining its rural character while addressing its infrastructure needs and improving economic conditions, the Town applied for, and was designated a rural community, per F.S. Section 288.0656(2)(e)4, by the Florida Department of Commerce (FDOC). Documentation of the FDOC designation is included in Exhibit 5.

The following supportive text amendments are incorporated in the Transportation Element in the accompanying 2023 Goals Objectives and Policies document:

2.2.5 Policy:

The following shall be Town policies: (1) permanent removal of the “E” Road, 140th Avenue `extension; (2) annual exclusion of that portion of Okeechobee Boulevard from Folsom Road to west of “A” Road from consideration of expansion to four lanes from the County’s 5-Year Road Program; (3) support for the extension of Seminole Pratt-Whitney Road north to State Road 710, the Beeline Highway; (4) opposition to the extension of Okeechobee Boulevard to State Road 80 (Southern Boulevard); and (5) support of the extension of State Road 7 from Okeechobee Boulevard to Northlake Boulevard.

2.2.6 Policy:

In order to maintain the two-lane section on Okeechobee Boulevard and protect its rural character, the Town shall support implementation of the following:

- a) Designation of the section of Okeechobee Boulevard within Loxahatchee Groves a Rural Minor Collector;
- b) Traffic calming features to include, but not limited to, roundabouts, traffic signals, and/or stop signs at the Letter Road intersections; and
- c) Implementation and enforcement of reduced speed limits.

2.2.8 Policy:

On an annual basis, work with Palm Beach County to incorporate future roadway improvements that implement the Town’s Okeechobee Boulevard planning ~~policy~~ Policies 2.2.5 and 2.2.6 within the Five-Year Transportation Improvement Program (TIP). In this regard, the Town Council shall be represented at Transportation Planning Agency meetings in preparation of the TIP.

2. Creation of a Local Roads Classification System

The Town's current classification system consists of three roadways; Okeechobee Boulevard, Southern Boulevard and Folsom Road. In order to facilitate and prioritize its local roads maintenance and improvements program it is necessary to create a related classification system. The Town's Roadway Equestrian Trails and Greenways (RETAG) Advisory Committee developed the classification system and map to be incorporated in the Comprehensive Plan.

To establish a classification system, following text amendments and map are incorporated in the Transportation Element of the accompanying 2023 Goals Objectives and Policies document:

2.7 Objective:

The Town shall maintain a safe local roadway network.

2.7.1 Policy:

For the purpose of allocating public maintenance and capital improvements projects funds, the Town's local roads shall be classified ~~as follows: in Table TRN 1 Local Roads Functional Classification System and illustrated on Map TRN 2 Local Roads Classification Map.~~

~~1. Category 1 — Surfaced local public roads under the jurisdiction of the Town.~~

~~1. A. — Paved local public roads;~~

~~1. B. — OGEM surfaced local public roads;~~

~~2. Category 2 — Unsurfaced local public roads;~~

~~2. A. — Loxahatchee Groves Water Control District roads;~~

~~2. B. — Town of Loxahatchee Groves roads;~~

~~3. Category 3 — Private local roads (public access); and~~

~~4. Category 4 — Private local roads (no public access).~~

2.7.4 Policy:

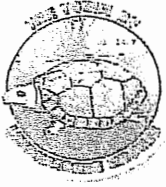
The Town shall investigate and implement strategies with all affected governments, special districts, and other public agencies, ~~including the LGWCD,~~ to discourage cut-through traffic on local roads throughout the Town.

Table TRN 1
Local Roads Functional Classification System

<u>Road Classification</u>	<u>Function</u>	<u>Design Objective</u>
<u>Service Level 1</u>	<u>Principal public access from Town properties to both Okeechobee Boulevard and Southern Boulevard</u>	<u>Improved or unimproved, as determined by the Town</u>
<u>Service Level 2</u>	<u>Public access from Town properties to Okeechobee Boulevard or Southern Blvd.</u>	<u>Improved or unimproved, as determined by the Town</u>
<u>Service Level 3</u>	<u>Connector public access between two or more Service Level 1 Roads</u>	<u>Improved or unimproved determined by Town and abutting owners</u>
<u>Service Level 4</u>	<u>Non-through public direct access to Town properties</u>	<u>Improvement can be requested by abutting owners and approved by Town.</u>
<u>Service Level 5</u>	<u>Non-through private direct access to Town properties</u>	<u>Improvements may be made by abutting owners</u>

Source: ~~Town of Loxahatchee Groves Roadway Equestrian Trail and Greenways Advisory Committee; 2019.~~

**EXHIBIT 1
LOXAHATCHEE GROVES
EVALUATION AND APPRAISAL NOTIFICATION**



Town of Loxahatchee Groves

155 "F" Road • Loxahatchee Groves, Florida 33470 • Telephone (561) 793-2418 • Fax (561) 793-2420 • www.loxahatcheegrovesfl.gov

June 18, 2021

Ray Eubanks, Plan Processing Administrator
Florida Department of Economic Opportunity
Caldwell Building
107 East Madison Street
Tallahassee, Florida 32399

Re: Submittal of Evaluation and Appraisal Notification for the Town of Loxahatchee Groves (Palm Beach County).

Dear Mr. Eubanks:

Pursuant to the requirements of F.S. 163.3191(1), please accept this letter as the Evaluation and Appraisal Notification (Notification) for the Town of Loxahatchee Groves. In completing the Notification, the Town has researched changes in state comprehensive planning requirements since the date of the adoption of the Comprehensive Plan

Based upon the Town's research into the matter, the principal amendments necessary to reflect updated state comprehensive planning requirements are those included in F.S. 163.3177 (4)(a) (coordination with the Lower East Coast and Palm Beach County 10-year Water Supply Plans) and F.S. 163.3177(3)(a) (update of the 5-Year Capital Improvements Plan).

In addition to a review of updated state requirements, the Town has determined that the Comprehensive Plan requires the following additional amendments to appropriately reflect current conditions:

1. Editing statutory and administrative code references in the Comprehensive Plan, and updating the planning period and population projections; and
2. Additional updates resulting from the recently completed 2019 FDEO Technical Assistance Planning Grant No P0361 (currently under review for Second Reading).

The Town will review the above items and transmit appropriate Comprehensive Plan amendments to the State Land Planning Agency. .

Any questions regarding this submittal may be addressed to:

Jamie Titcomb
Town Manager
Town of Loxahatchee Groves
155 F Road
Loxahatchee Groves, FL 33470

Tel: (561) 793-2418
E-Mail: jtitcomp@loxahatcheegrovesfl.gov

Respectfully submitted,

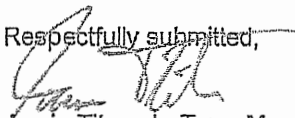

Jamie Titcomb, Town Manager
Town of Loxahatchee Groves

EXHIBIT 2
FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY
CONFIRMATION LETTER

Ron DeSantis
GOVERNOR



Dane Eagle
SECRETARY

July 15, 2021

Mr. Jamie Titcomb, Town Manager
Town of Loxahatchee Groves
155 F Road
Loxahatchee Groves, Florida 33470

RE: Loxahatchee Groves Evaluation and Appraisal Notification Letter

Dear Mr. Titcomb:

This is to acknowledge receipt of your Evaluation and Appraisal Notification Letter which was due on August 1, 2021 and received by the Department on July 13, 2021.

Please note that your proposed comprehensive plan amendments based on your Evaluation and Appraisal should be transmitted to the Department by July 13, 2022, within one year of your notification, pursuant to Section 163.3191(2), Florida Statutes. The amendments are subject to the State Coordinated Review Process as outlined in Section 163.3184(4), Florida Statutes.

Please be aware that Chapter No. 2021-195 Laws of Florida, creates a new Section 163.3177(6)(i), Florida Statutes. Effective July 1, 2021, each local government is now required to adopt a property rights element into its comprehensive plan.

Ms. Kelly Corvin of the Department's staff is available to assist and provide technical guidance to your questions concerning the contents of the Evaluation and Appraisal based comprehensive plan amendments and may be reached at (850) 717-8503.

If you have any questions concerning the processing of the Evaluation and Appraisal based amendments, please contact Mr. Ray Eubanks, Plan Processing Administrator, at (850) 717-8483.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Ray Eubanks', with a horizontal line extending to the right.

D. Ray Eubanks
Plan Processing Administrator

DRE/me

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399
850 245 7105 | www.FloridaJobs.org
www.twitter.com/FLDEO | www.facebook.com/FLDEO

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.

**EXHIBIT 3
EAR WORKSHOPS AND MEETINGS SCHEDULE**

EAR-BASED AMENDMENTS PROCESS AND SCHEDULE
Commencing January 9, 2023 (10th Revision)

Month	Date	Comp Plan Element(s)	Task
January	9	Conservation and Recreation/Open Space	1. Discussion and Staff Direction
January	23	Housing and Intergovernmental Coordination	1. Review of January 9th 2. Discussion and Staff Direction
January	30	Infrastructure and Transportation (part)	1. Review of January 23rd 2. Discussion and Staff Direction
February	13	Transportation (balance), Capital Improvements and Property Rights	1. Review of January 30th 2. Discussion and Staff Direction
February	28	Future Land Use #1	1. Review of February 13th 2. Discussion and Staff Direction
March	13	Future Land Use #2,	1. Review of February 28th 2. Discussion and Staff Direction
March	27	Introduction Element Plan graphics and Additional Planning Issues	1. Review of March 13th 2. Discussion and Staff Direction
April	24	Summary and discussion of previous and additional revisions	1. Review of March 27th 2. Discussion and Staff Direction
May	8	Council Review Workshop #1	1. Discussion of new FLU categories
May	15	Council Review Workshop #2: Introduction, Infrastructure, Recreation and Open Space, Housing Capital Improvements, Intergovernmental Coordination, Property Rights	1. Discussion of future land uses 2. Final Workshop Review of Elements
May	30	Continuation of Review Workshop #2	1. Discussion of future land use 2. Final Workshop Review of Elements
June	26	Council Review Workshop #3	Workshop Review of Draft Revised Comp Plan

Month	Date	Comp Plan Element(s)	Task
August	17	Introduction, Conservation, Recreation/Open Space, Housing, Intergovernmental Coordination, Capital Improvements, and Property Rights Elements – Revised Comprehensive Plan	Planning and Zoning Board review
September	21	Future Land Use, Transportation and Infrastructure Elements – Revised Comprehensive Plan	Planning and Zoning Board review
October	24	Public Hearing - All Elements – Revised Comprehensive Plan	Local Planning Agency Public Hearing and Recommendation
January	23	All Elements – Revised Comprehensive Plan	Town Council Review of Recommendations from staff and LPA.
February	6	Public Hearing - All Elements – Revised Comprehensive Plan	Council Public Hearing and Consideration of Adoption Ordinance on First Reading
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Transmittal to FDEO and Other Agencies for Review and Comment
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Staff Review of Agency Comments (If any) and Draft response
To be determined (TBD)	TBD	Public Hearing - All Elements – Revised Comprehensive Plan, Including Agency Comment Responses	Council Public Hearing and Consideration of Adoption Ordinance on Second Reading
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Submittal of Adopted Plan to FDEO
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Comprehensive Plan Effective Date

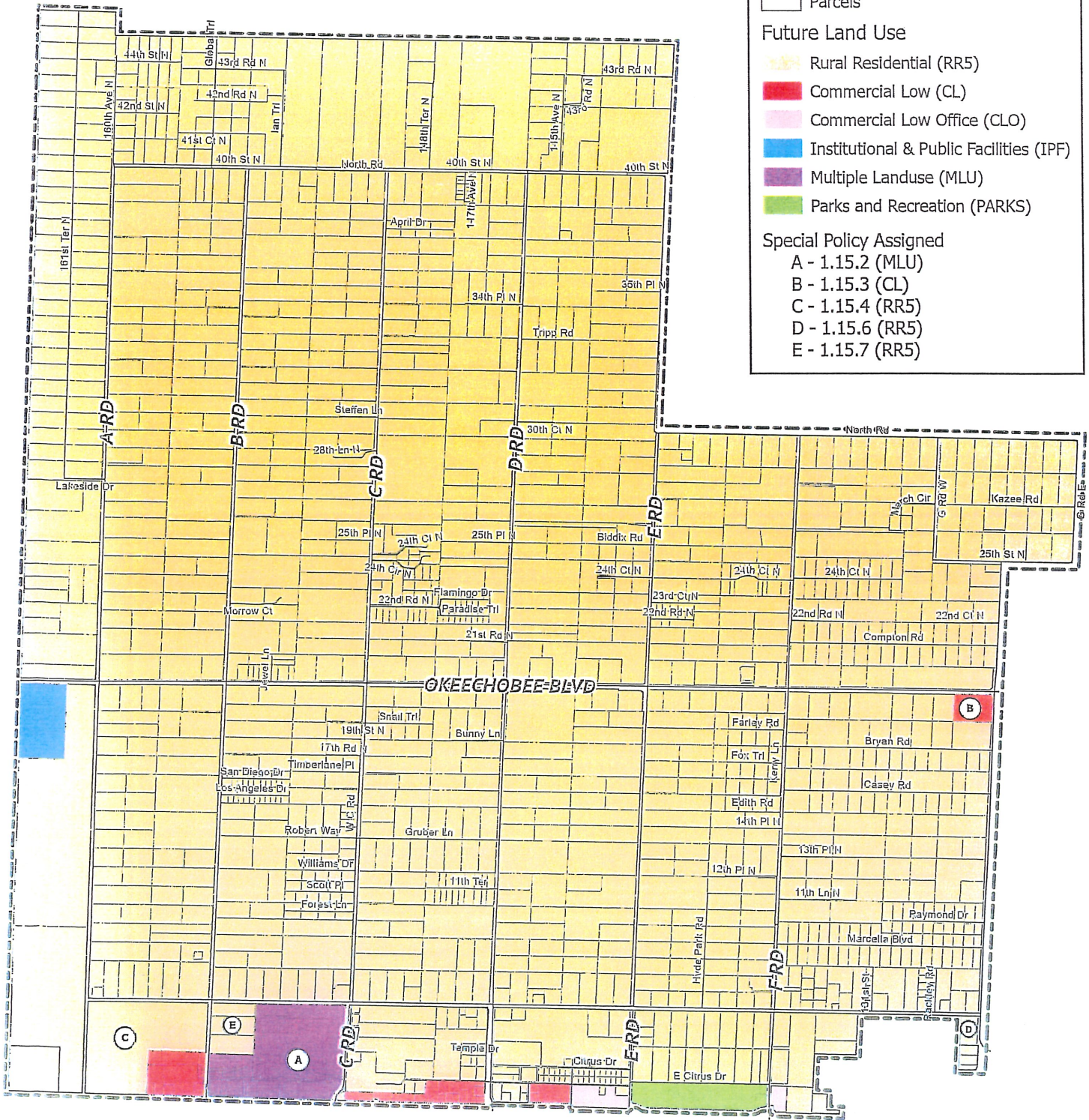
**LOCAL ISSUE
COMPREHENSIVE PLAN MAP AMENDMENTS**



Municipal_Boundaries
 Roads
 Parcels

Future Land Use
 Rural Residential (RR5)
 Commercial Low (CL)
 Commercial Low Office (CLO)
 Institutional & Public Facilities (IPF)
 Multiple Landuse (MLU)
 Parks and Recreation (PARKS)

Special Policy Assigned
 A - 1.15.2 (MLU)
 B - 1.15.3 (CL)
 C - 1.15.4 (RR5)
 D - 1.15.6 (RR5)
 E - 1.15.7 (RR5)





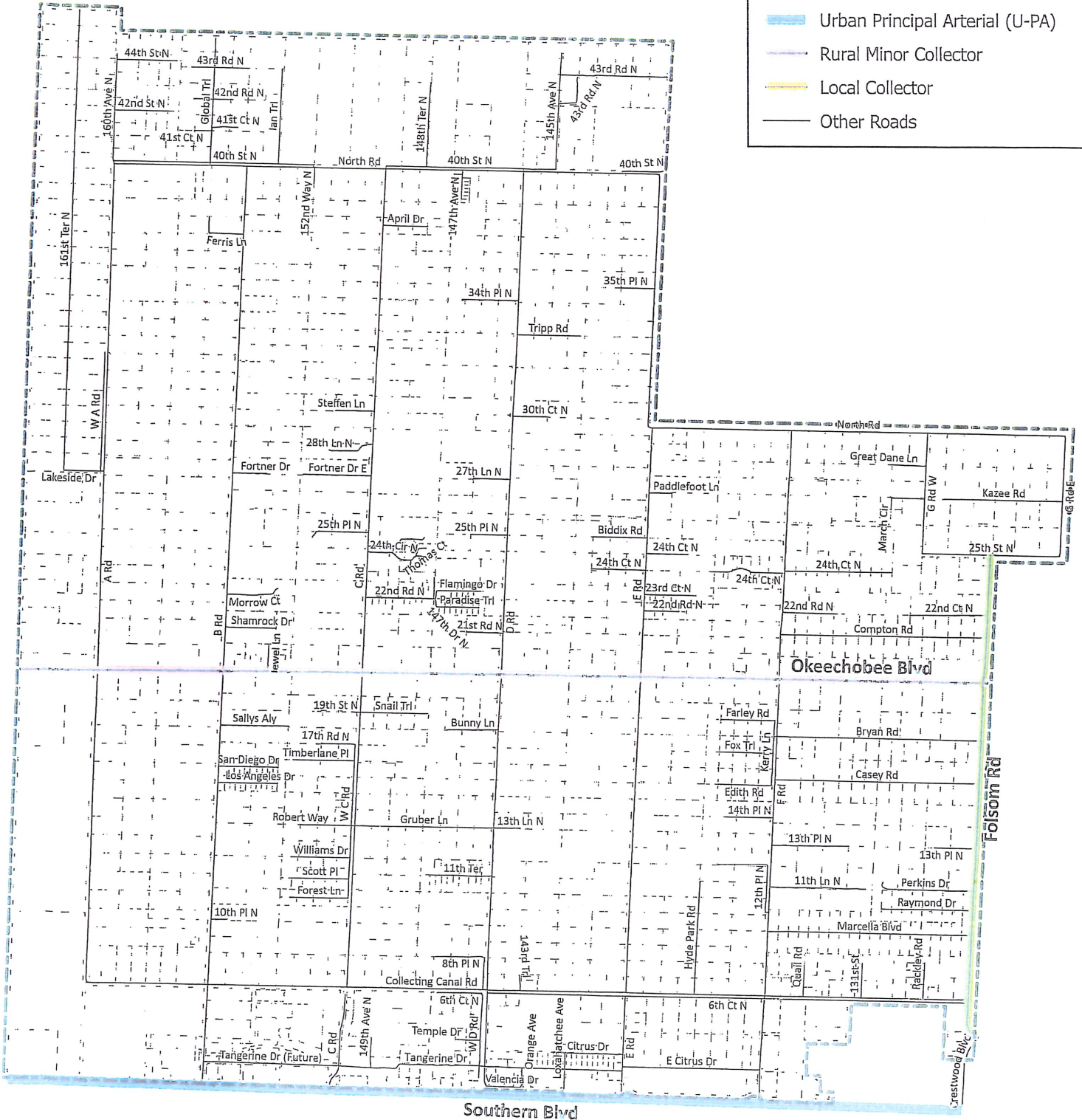
MAP TRN-1 - Major Roads Functional Classification Map

Municipal Boundaries

Parcels

Functional Classification

- Urban Principal Arterial (U-PA)
- Rural Minor Collector
- Local Collector
- Other Roads

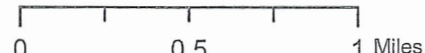
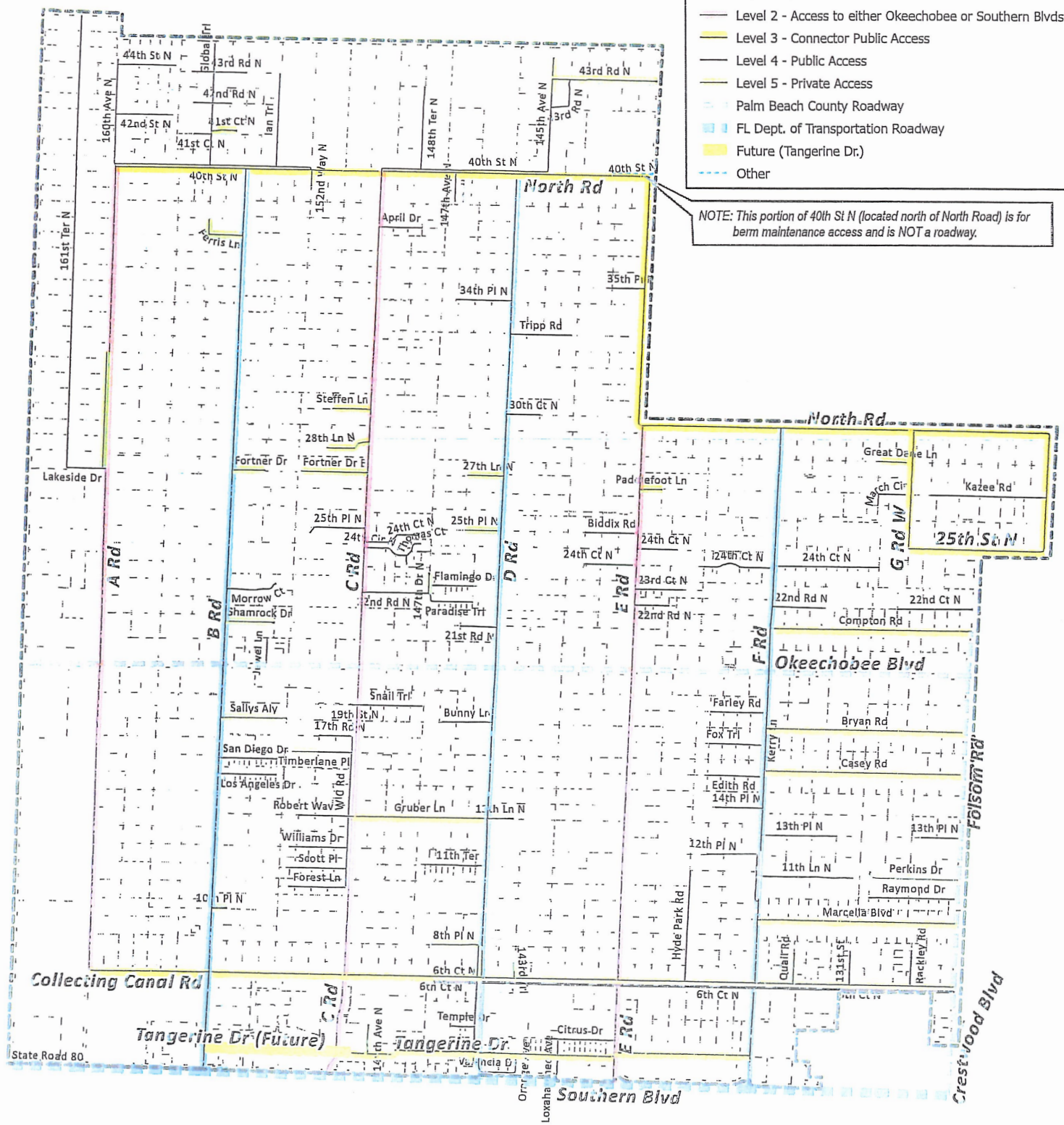




MAP TRN-2 - Local Roads Classification Map

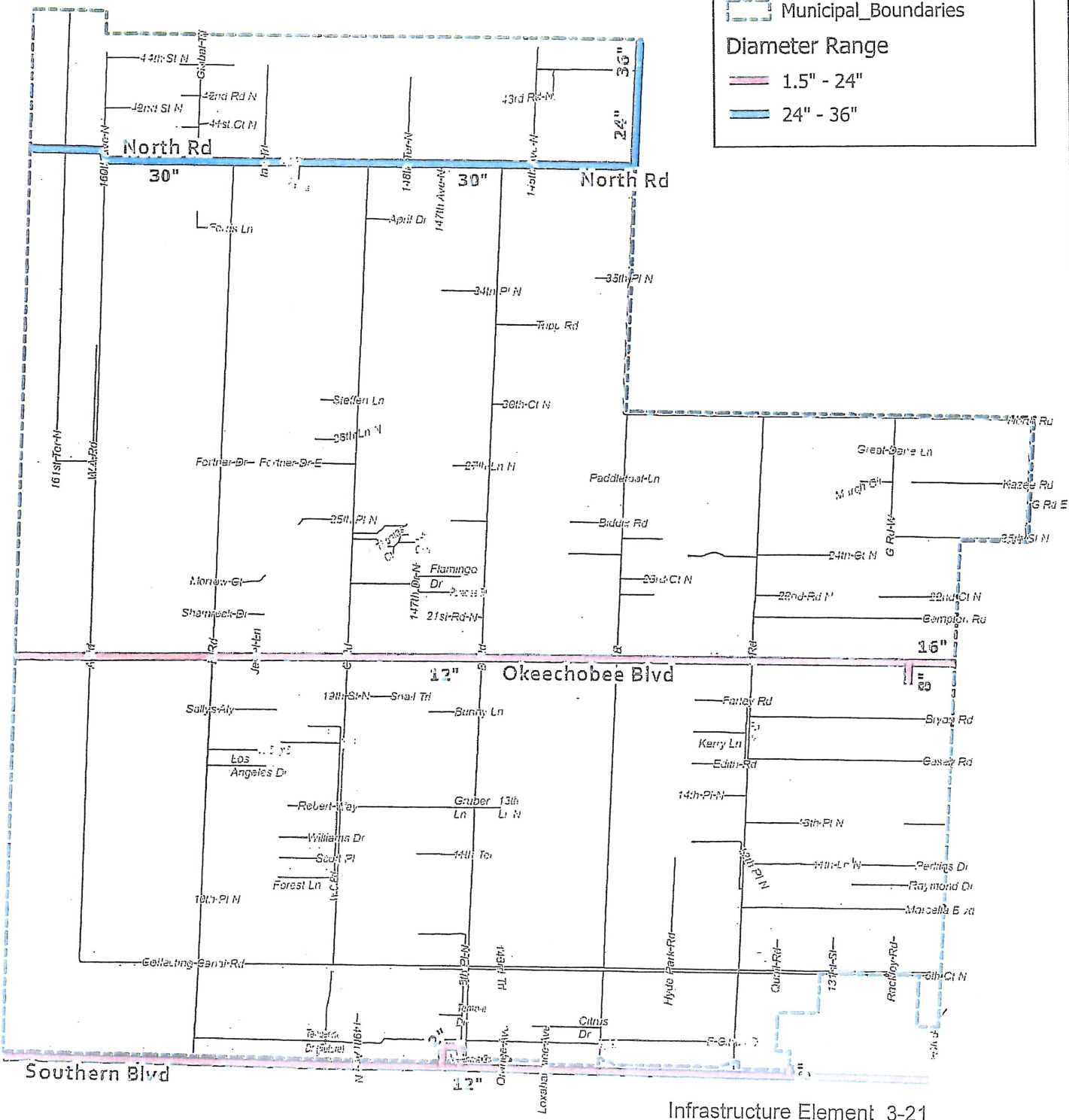
- Municipal Boundaries
- Parcels
- Level of Service**
 - Level 1 - Access to both Okeechobee and Southern Blvds
 - Level 2 - Access to either Okeechobee or Southern Blvds
 - Level 3 - Connector Public Access
 - Level 4 - Public Access
 - Level 5 - Private Access
 - Palm Beach County Roadway
 - FL Dept. of Transportation Roadway
 - Future (Tangerine Dr.)
 - Other

NOTE: This portion of 40th St N (located north of North Rd) is for berm maintenance access and is NOT a roadway.





Parcels
 Roads
 Municipal_Boundaries
Diameter Range
 1.5" - 24"
 24" - 36"



Infrastructure Element 3-21

Source: 2023 Town of Loxahatchee Municipal Boundaries, Roads FLU; County Property Appraiser Parcels

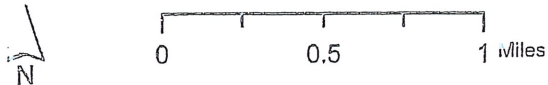


EXHIBIT 5
RURAL COMMUNITY SUPPORT DOCUMENTATION

MAP TE 3-1

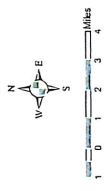
FUNCTIONAL CLASSIFICATION OF ROADS

- Urban Principal Arterial (U-PA)
- Rural Principal Arterial (R-PA)
- Urban Minor Arterial (U-MA)
- Rural Minor Arterial (R-MA)
- Urban Collector (U-COLL)
- Rural Major Collector (R-MAJ)
- Rural Minor Collector (R-MIN)
- Undefined

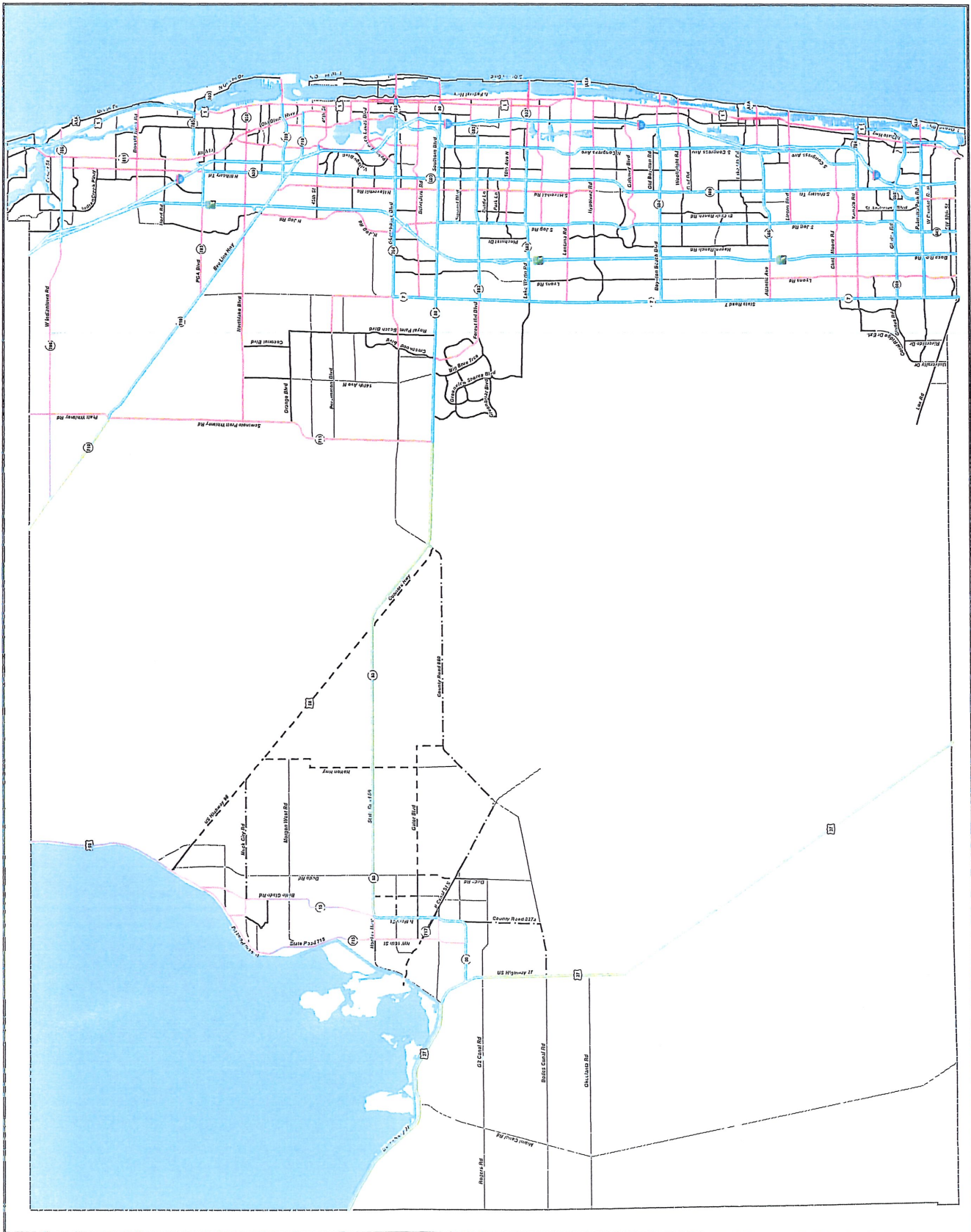
SOURCES
 Palm Beach County Planning Division
 Engineering & Public Works Dept., Geoprocessing Section
 Palm Beach County Metropolitan Planning Organization
 Federal Highway Administration "Palm Beach County 2009 - 2010
 Federal Functional Classification and Statewide Performance Study"
 Last Amended in Report 06-1 by OIR, 2008-029



PALM BEACH COUNTY
 COMPREHENSIVE PLAN
 MAP SERIES



Effective Date: 1/17/2009
 File Name: MAP Series\Map04.mxd
 Contact: PRC Planning Department



**MAP LU 1.1
MANAGED GROWTH
TIER SYSTEM**

- Urban/Suburban Tier
- Exurban Tier
- Rural Tier
- Agricultural Reserve Tier
- Glades Tier
- United Technologies Area Overlay
- North PBC General Aviation Airport/ Glades Area Precorior Overlay
- Limited Urban Service Area
- Revitalization & Redevelopment Infill Overlay
- Conservation
- Urban Service Area Boundary
- Municipalities

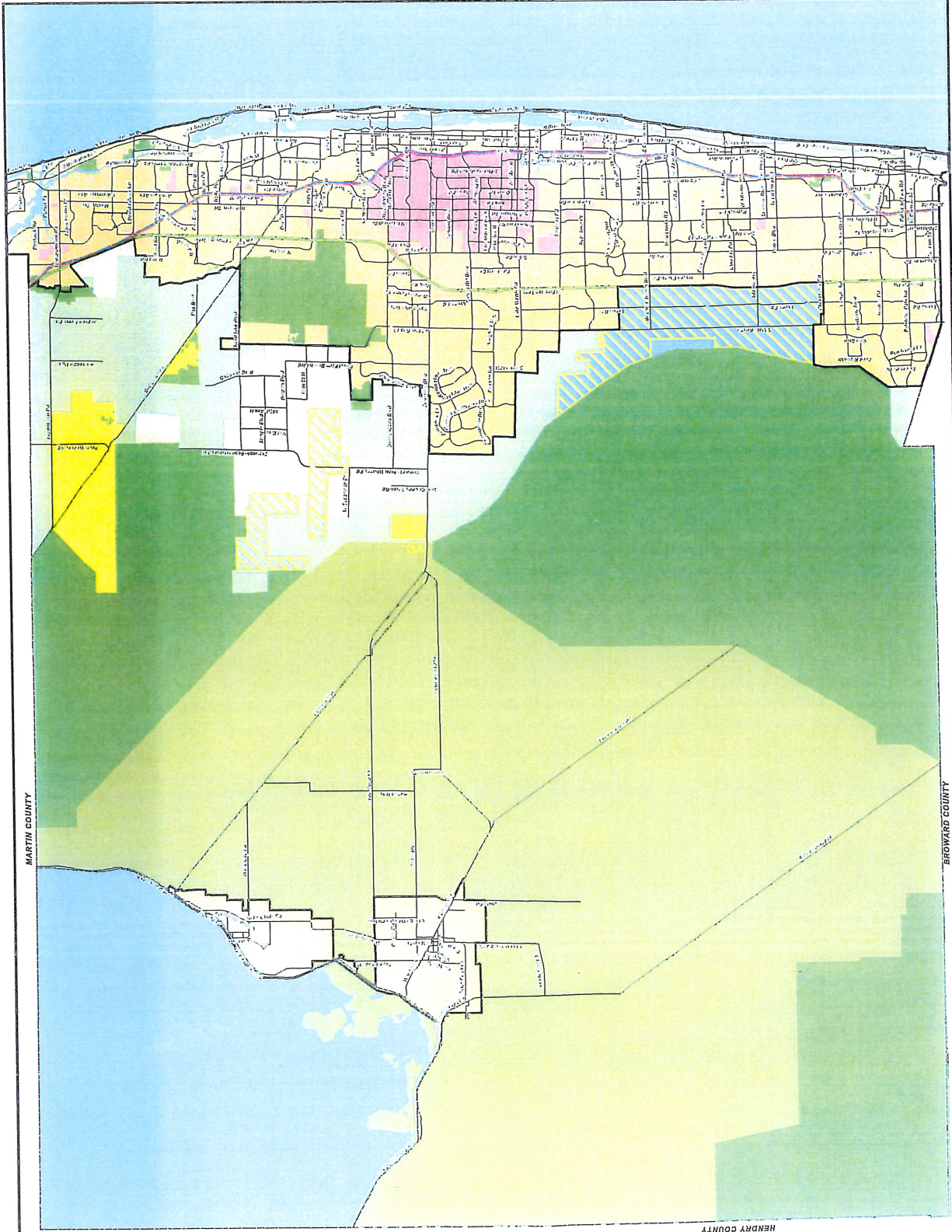
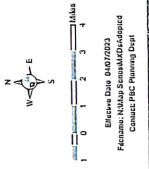
Administrative Notes:
The official boundaries of each LUSA are identified on Service Area Maps, Urban Service Area Maps, and Urban Trails Maps. Tolling Corridor and Ag Reserve LUSAs are depicted on this map for informational purposes only.

The official boundaries of the Tolling Corridor, Open Space System Map LU 8.1, The boundaries of the conservation areas are depicted on this map for informational purposes only.




SOURCES:
PBC Planning Division
PBC Urban Service Area Management
SBC Urban Service Area Management
Intergovernmental Plan Amendment Review Committee
Last Amended in Round 23-A, by Ord. 2022-009



**PALM BEACH COUNTY
COMPREHENSIVE PLAN
MAP SERIES**



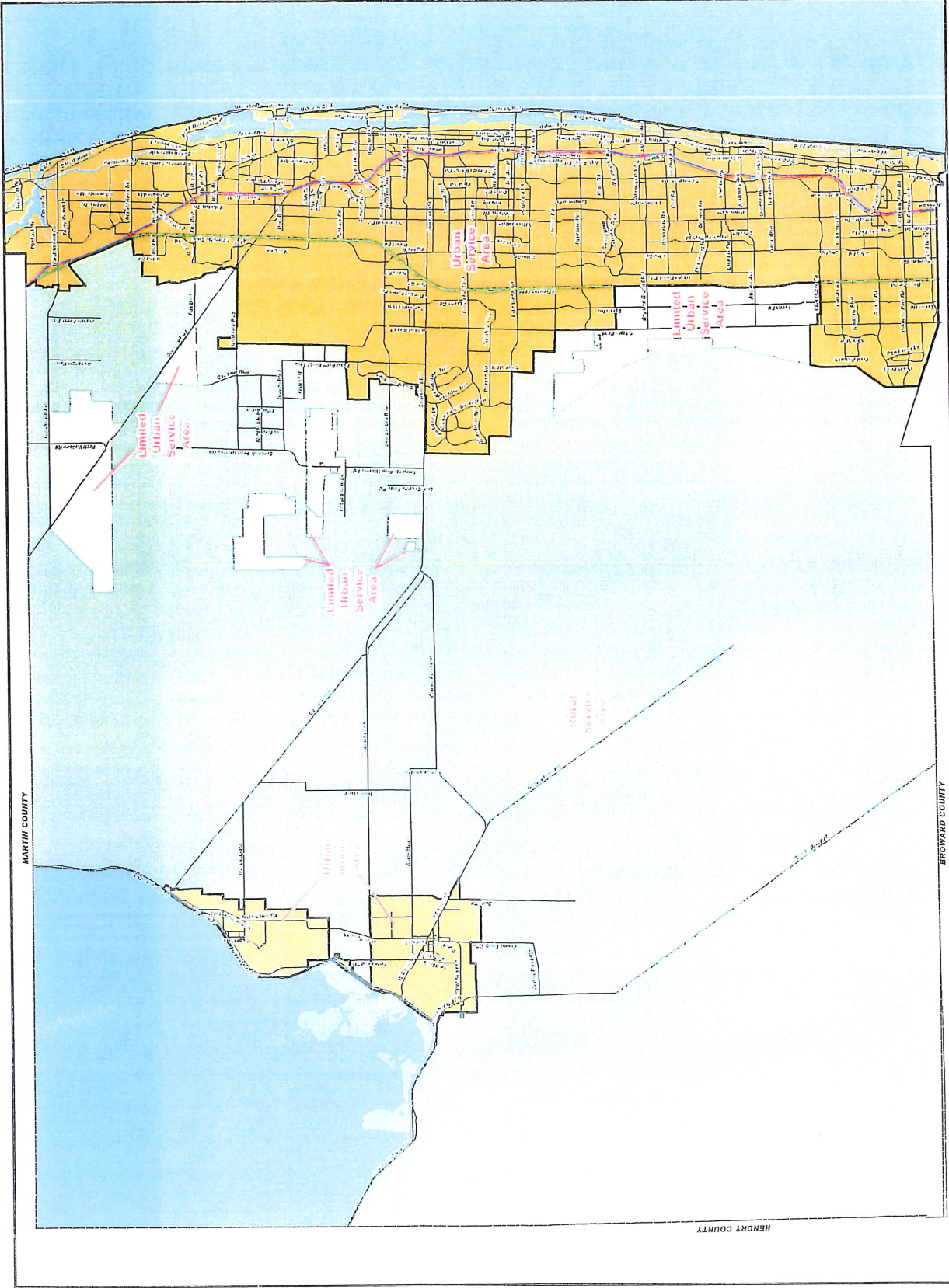
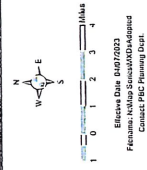
MAP LU 2.1
SERVICE AREAS

-  Urban Service Area
-  Limited Urban Service Area
-  Rural Service Area

LUSA Note
A LUSA is designated per Land Use Element Policy 3.3.a
RUSA Note
The Rural Service Area includes all land within the County
that is not within an Urban Service Area or a Limited
Urban Service Area.
SOURCES: PBC Planning Division
Last Amended in Board 23.A. of Oct. 2022-2026



PALM BEACH COUNTY
COMPREHENSIVE PLAN
MAP SERIES





Town of Loxahatchee Groves

155 F Rd. • Loxahatchee Groves, Florida 33470 • (561) 793-2418 Phone • (561) 793-2420 Fax • www.loxahatcheegrovesfl.gov

Joshua Ashkey
Florida Commerce
Division of Community Development
107 East Madison Street
Tallahassee, Florida 32399

Joshua,

I am Writing to express my strong support for the designation of our rural community, The Town of Loxahatchee Groves, as an official rural community. I am confident that this designation will bring much-needed resources and support to our community, and I am excited about the potential benefits it will bring to our residents.

The Town of Loxahatchee Groves has a rich history and a deep sense of pride in our rural way of life. However, like many rural communities across the state, we face unique challenges and opportunities. Our community relies heavily on agriculture, with a plethora of bona fide agricultural and homestead designations. Yet, we recognize the need for investment in our infrastructure and economic development.

Designating The Town of Loxahatchee Groves as a rural community would enable us to access a wide range of federal and state resources that can help address these challenges. These resources could be used to improve our roads, stimulate economic growth, and provide funding for community development projects that will enhance our quality of life and preserve our unique rural character.

I kindly request that you consider our application for rural community designation and support our efforts to improve the lives of our residents. Attached is our narrative of considerations in determining our eligibility. I am available to provide any additional information or assistance that may be needed throughout the application process.

Thank you for your time and consideration. We are excited about the prospect of becoming an official rural community and committed to working diligently to make this designation a reality.

Sincerely,

Francine L. Ramaglia,
Town Manager
Town of Loxahatchee Groves, Florida

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October 20, 2023

The Honorable Laura Donowski
Mayor, Town of Loxahatchee Groves
155 F Road
Loxahatchee Groves, Florida 33470

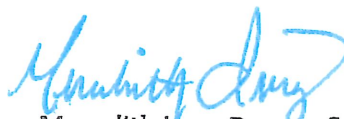
Re: Eligibility for Waiver or Reduction of Match Requirements

Dear Mayor Donowski:

The Florida Department of Commerce has reviewed the information submitted on behalf of the Town of Loxahatchee Groves (Town) and has determined that the Town is a "rural community" as that term is defined by Section 288.0656(2)(e)4., Florida Statutes.

If you have any questions or wish to discuss this further, please contact Barbara Powell at (850) 717-8504 or via email at Barbara.Powell@Commerce.fl.gov.

Sincerely,



Meredith Ivey, Deputy Secretary
Division of Community Development

MI/bp

EAR-BASED AMENDMENTS PROCESS AND SCHEDULE
Commencing January 9, 2023 (10th Revision)

Month	Date	Comp Plan Element(s)	Task
January	9	Conservation and Recreation/Open Space	1. Discussion and Staff Direction
January	23	Housing and Intergovernmental Coordination	1. Review of January 9th 2. Discussion and Staff Direction
January	30	Infrastructure and Transportation (part)	1. Review of January 23rd 2. Discussion and Staff Direction
February	13	Transportation (balance), Capital Improvements and Property Rights	1. Review of January 30th 2. Discussion and Staff Direction
February	28	Future Land Use #1	1. Review of February 13th 2. Discussion and Staff Direction
March	13	Future Land Use #2,	1. Review of February 28th 2. Discussion and Staff Direction
March	27	Introduction Element Plan graphics and Additional Planning Issues	1. Review of March 13th 2. Discussion and Staff Direction
April	24	Summary and discussion of previous and additional revisions	1. Review of March 27th 2. Discussion and Staff Direction
May	8	Council Review Workshop #1	1. Discussion of new FLU categories
May	15	Council Review Workshop #2: Introduction, Infrastructure, Recreation and Open Space, Housing Capital Improvements, Intergovernmental Coordination, Property Rights	1. Discussion of future land uses 2. Final Workshop Review of Elements
May	30	Continuation of Review Workshop #2	1. Discussion of future land use 2. Final Workshop Review of Elements
June	26	Council Review Workshop #3	Workshop Review of Draft Revised Comp Plan

Month	Date	Comp Plan Element(s)	Task
August	17	Introduction, Conservation, Recreation/Open Space, Housing, Intergovernmental Coordination, Capital Improvements, and Property Rights Elements – Revised Comprehensive Plan	Planning and Zoning Board review
September	21	Future Land Use, Transportation and Infrastructure Elements – Revised Comprehensive Plan	Planning and Zoning Board review
October	24	Public Hearing - All Elements – Revised Comprehensive Plan	Local Planning Agency Public Hearing and Recommendation
January	23	All Elements – Revised Comprehensive Plan	Town Council Review of Recommendations from staff and LPA.
February	6	Public Hearing - All Elements – Revised Comprehensive Plan	Council Public Hearing and Consideration of Adoption Ordinance on First Reading
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Transmittal to FDEO and Other Agencies for Review and Comment
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Staff Review of Agency Comments (If any) and Draft response
To be determined (TBD)	TBD	Public Hearing - All Elements – Revised Comprehensive Plan, Including Agency Comment Responses	Council Public Hearing and Consideration of Adoption Ordinance on Second Reading
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Submittal of Adopted Plan to FDEO
To be determined (TBD)	TBD	All Elements – Revised Comprehensive Plan	Comprehensive Plan Effective Date

NOTICE OF PROPOSED COMPREHENSIVE PLAN CHANGE

NOTICE IS HEREBY GIVEN to all parties that the Town Council of the Town of Loxahatchee Groves, in Palm Beach County, Florida, proposes to adopt the following Ordinance:

ORDINANCE No. 2024-01

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

The Town Council of the Town of Loxahatchee Groves will hold a Public Hearing to consider transmittal of Ordinance 2024-01 and supporting data and analysis to the reviewing agencies on Tuesday, February 6, 2024, commencing at 6:30 p.m., or as soon thereafter as possible, at the Loxahatchee Groves Town Hall, located at 155 "F" Road, Loxahatchee Groves, Florida 33470.

The aforesaid proposed Ordinance 2024-01 and related materials may be inspected by the public at the Town Hall or the Town website, <http://www.loxahatcheegrovesfl.gov/>.

Interested parties may appear at the meeting and be heard or may submit public comment in writing by mailing the Office of the Town Clerk at 155 "F" Road, Loxahatchee Groves, FL 33470, or by emailing townclerk@loxahatcheegrovesfl.gov. Written or emailed comments will be received up until 5:00 p.m. on the day of the Hearing, filed, and acknowledged as part of the official public record for the Public Hearing. The Public Hearing will be streamed and close-captioned as normal. Access instructions are posted on the Town website.

If a person decides to appeal any decision of the Town Council with respect to any matter considered at this meeting, the person 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 record includes the testimony and evidence upon which the appeal is to be based (FS 286.0105).

The Loxahatchee Groves Town Hall is wheelchair accessible and accessible parking spaces are available. Anyone needing auxiliary services please contact the Office of the Town Clerk at least five (5) days prior to the meeting at 561-793-2418.

Publish: Display Ad on Friday January 26, 2024.

WE-38562672

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 10A

TO: Mayor and Councilmembers

FROM: Richard Gallant, Public Works Director

VIA: Francine Ramaglia, Town Manager

DATE: February 6, 2024

SUBJECT: *Resolution No. 2024-06* approving Work Authorization with Johnson Davis utilizing Boynton Beach Piggyback Agreement for the 11th Terrace and D Road bridge culvert

Background:

The Town entered into an agreement with Johnson-Davis, Inc. utilizing the City of Boynton Beach BID No. 019-2821-19/IT: Repairs and Emergency Services. The Town seeks to install a bridge culvert at 11th Terrace and D Road utilizing pricing under this agreement. The scope and pricing for the bridge culvert is attached in exhibit "A" and totals \$125,400.

This bridge culvert has been included in the approved capital improvement plan and is budgeted for FY24.

Recommendations:

Move Approval of *Resolution No. 2024-06* approving the approving Work Authorization for Johnson/Davis regarding bridge culvert at 11th Terrace and D Road for a total cost of \$125,400.

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TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2024 -06

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

WHEREAS, pursuant to Resolution No. 2022-75, adopted by Town Council on November 1, 2022, the Town entered into an agreement with Johnson-Davis, Inc. utilizing the City of Boynton Beach BID No. 019-2821-19/IT: Repairs and Emergency Services for Water Distribution, Wastewater Collection and Storm Water Utility Systems; and

WHEREAS, the term of the Contract was renewed by the City of Boynton Beach for a term beginning May 8, 2023 and ending May 7, 2024; and

WHEREAS, by Resolution No. 2022-75, Town Council gave authorization to utilize the Contract so long as it remains in effect, including renewals or extensions and gave authorization for the Mayor to execute any and all documents to implement the use of the Contract; and

WHEREAS, the Town and the vendor entered into an Amendment on August 7, 2023, extending the term of the Agreement through May 7, 2024, consistent with the terms of Resolution No. 2022-75; and

WHEREAS, the Town is in need of goods and services for the installation of a bridge culvert at 11th Terrace and D Road, as stated in the Scope of Work attached hereto and incorporated herein as Exhibit “A”; and

WHEREAS, the Town Council has determined that utilizing its agreement with Johnson-Davis, Inc. to perform the work serves a valid public purpose.

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.

Section 2. The Town Council of the Town of Loxahatchee Groves, Florida hereby authorizes the Town to utilize its Agreement with Johnson-Davis, Inc. utilizing pricing under Boynton Beach BID No. 019-2821-19/IT for installation of a bridge culvert at 11th Terrace and D Road and approves the Scope of Work and pricing attached hereto as Exhibits “A”.

Section 3. The Mayor is authorized to execute any and all documents to implement the Scope of Work and pricing attached hereto by the Town, including letter agreements and addenda, in forms acceptable to the Town Manger and Town Attorney. The Town manager and Town Attorney are authorized to take such actions as are necessary to implement this Resolution.

Section 4. This Resolution shall become effective immediately upon its passage and adoption.

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

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Laura Danowski, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robert Shorr, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Margaret Herzog, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marianne Miles, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Phillis Maniglia, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE
GROVES, FLORIDA, THIS ___ DAY OF _____ 2024.**

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

ATTEST:

Mayor Laura Danowski

Town Clerk

Vice Mayor Robert Shorr

APPROVED AS TO LEGAL FORM:

Councilmember Margaret Herzog

Office of the Town Attorney

Councilmember Marianne Miles

Councilmember Phillis Maniglia

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JOB NAME: D Road & 11th Terr. 96" 8 Gauge w/Stabilize Coffer Dam w/Barrier Wall (Temp Entrance)

Item #	DESCRIPTION	BID Quantity	U.M.	BID	AMOUNT
	MOBILIZATION/GENERAL CONDITIONS	1.00	LSU	6,000.00	6,000.00
	CLEARING AND GRUBBING	1.00	LSU	6,000.00	6,000.00
	MOT (INCLUDING BARRIER WALL & TEMPORARY ROAD WAY)	1.00	LSU	14,900.00	14,900.00
	96" CAP 8 GAUGE	40.00	LF	1,100.00	44,000.00
	RIP RAP HEADWALL W/FLARE	56.00	CY	675.00	37,800.00
	EMBANKMENT	300.00	CY	35.00	10,500.00
	SOD	400.00	SY	8.00	3,200.00
	8" LIMEROCK ENTRANCE	100.00	SY	30.00	3,000.00
					\$ 125,400.00

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item#10B

TO: Town Council of Town of Loxahatchee Groves

FROM: Francine Ramaglia, Town Manager

DATE: February 06, 2024

SUBJECT: Resolution 2024-07 Nominating Vice Mayor Robert Shorr and Supporting his Application for Trustee of the Florida Municipal Insurance Trust

Background:

The Florida Municipal Insurance Trust (FMIT) has an upcoming vacancy on its Board of Trustees. Vice Mayor Shorr has expressed a willingness to serve as a Trustee on the FMIT Board.

The FMIT is a pooled self-insurance program whose membership consists of local government entities. The FMIT Board of Trustees oversees the FMIT's operations, and the Florida League of Cities serves as its Administrator.

To qualify as a Trustee, a nominee at the time of their appointment and tenure on the Board must be an elected municipal official from a municipality participating in the Trust. Trustees are chosen by a majority vote of the Trust's current Board of Trustees. Nominations come from participating municipalities and should reflect the municipality's governing board endorses or otherwise approves of the nomination.

Resolution 2024-07 nominates and supports the appointment of Vice Mayor Robert Shorr to be a Trustee on Board of Trustees of FMIT.

Recommendation:

Motion to approve Resolution No. 2024-07 nominating and endorsing Vice Mayor Robert Shorr to be a Trustee for the Florida Municipal Insurance Trust.

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ROBERT D. SHORR, CPMM
CURRICULUM VITAE

Education	A. A. Palm Beach State College, US Navy Nuclear Power School & Prototype Training
Specialized Training in Bldg & HVAC Performance Testing	National Environmental Balancing Bureau – Building Commissioning, TAB Supervisor Square D Power Logic University – Comprehensive Power Monitoring Course Stiles Construction and Centex Rooney Construction Management Training Writing Specifications for Governmental Contracting Application of Programmable Logic Controllers to Building Systems
Presently	Accurate Balancing & Commissioning, Inc West Palm Beach, FL Dec07-Present President: Performs MEP system performance evaluations and HVAC testing & balancing in residential and commercial facilities such as offices, courts, health department, labs, schools, hotels, banks, hospitals & retail. Perform all duties required to operate a business, estimate projects, meet clients, perform field work, review & sign reports.
Previous Experience	Dyanki, Inc. dba Morse Zehnter Associates , West Palm Beach, FL 2003-2008 Director, Field Operations Department: Responsible for departmental staffing, planning, budgeting, setting goals and training. Distribute workload amongst Project Managers, Engineering Field Technicians, CADD Drafters, Subcontractors, Electrical and Mechanical Designers and Engineers. Supervise & Estimate Commissioning and Test & Balance projects. Conduct field inspections; attend critical client meetings, benchmark department goals, track budgets and milestones. Write and evaluate proposals and project estimates.
	Palm Beach County Facilities (FD&O) , West Palm Beach, FL 1996-2004 Trades Crew Chief and Industrial Electrician: Establish 5 year Capital Project budget, maintained electrical systems and managed all outside contractors for 1.6 Million square foot facility which included a Courthouse, Governmental Center, Central Energy Plant and Parking Structures.
	Palm Beach County Water Utilities , West Palm Beach, FL 1992-1995 Industrial Electrician: Responsible for maintaining 140 lift stations and associated equipment including generators, remote telemetry, control systems and structures.
	US Department of Interior , Marion, IL 1991-1992 Maintenance Mechanic: Maintained industrial facilities at Crab Orchard National Wildlife Refuge. Facilities included a water treatment plant, sewer treatment plant, 6 lift stations, 2 million square feet of leased warehouse and manufacturing sites located in pre- WWII structures.
	Palm Beach County Solid Waste Authority , West Palm Beach, FL 1989-1991 Utility Systems Operator: Operated water treatment, leachate collection, sewer treatment, methane collection, landfill monitoring equipment and site power generation facilities. Maintained logs, wrote operating and maintenance procedures, calibrated equipment, tested water samples and performed mechanical and electrical maintenance.
	US Navy, USS Truxtun, San Diego, CA 1983-1989 Nuclear Plant Mechanic/Supervisor: Supervised all watch standers in the engine room of a nuclear powered surface vessel including Mechanics, Electricians and Reactor Operator. Scheduled all maintenance, watch standers and equipment shutdowns. Supervised casualty control drills as drill team supervisor. Performed mechanical maintenance on various pumps, valves, turbines, piping, steam generator, reactor, and auxiliary boiler.
Current & Past Appointments	Florida Environmental Balancing Bureau – 2012-Present, Director – Currently President Town of Loxahatchee Groves – 2019-Present Town Council -Currently Mayor South Florida Fair and Expositions – 2003–2022, Board of Directors, 2022-Present Trustee Providencia Park Neighborhood Association – 2006-2014, Board of Directors Phipps Park Youth Baseball – 2007-2014, Board of Directors Association for Facilities Engineering (AFE) – 2006-2009, National Board of Directors
Certifications	NEBB Certified Air & Hydronics Test and Balance Certified Professional NEBB Certified Systems Commissioning Administrator (Building, HVAC, Plumbing) EPA Universal Refrigerant Certification EPA Certified Asbestos Abatement Worker FWPCOA State Class 'A' Waste Water Collection Certification FWPCOA State Class 'B' Water Distribution Certification AFE Certified Plant Maintenance Manager

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**TOWN OF LOXAHATCHEE GROVES
RESOLUTION NO. 2024-07**

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

WHEREAS, the Florida Municipal Insurance Trust (FMIT) has solicited nominations for an upcoming vacancy on its Board of Trustees; and

WHEREAS, Vice Mayor Robert Shorr has indicated an interest and willingness to serve as an FMIT Trustee; and

WHEREAS, the Town Council of the Town of Loxahatchee Groves is in full support of Vice Mayor Shorr’s application to be a Trustee of FMIT and believes he will be an excellent addition to the Board of Trustees.

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.

Section 2. The Town Council of the Town of Loxahatchee Groves hereby nominates and supports the application of Vice Mayor Shorr to be a Trustee of the Florida Municipal Insurance Trust.

Section 3. The Vice Mayor and Town Manager are authorized to forward this resolution of nomination and support to the Florida Municipal Insurance Trust Board of Trustees.

Section 4. This Resolution shall become effective immediately upon its passage and adoption.

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

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Laura Danowski , MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robert Shorr, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Margaret Herzog, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Phillis Maniglia , COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marianne Miles, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE

GROVES, FLORIDA, THIS ___ DAY OF FEBRUARY 2024.

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

ATTEST:

Mayor Laura Danowski

Town Clerk

Vice Mayor Robert Shorr

APPROVED AS TO LEGAL FORM:

Councilmember Margaret Herzog

Office of the Town Attorney

Councilmember Phillis Maniglia

Councilmember Marianne Miles

Date: Tuesday, January 16, 2024

To: Participating Municipalities of the Florida Municipal Investment Trust

From: The Florida League of Cities, as Administrator

RE: Nomination of Trustee(s)

The Florida Municipal Investment Trust (FMIVT) is a local government investment pool whose membership consists of local government entities. The FMIVT Board of Trustees oversees the FMIVT's operations, and the Florida League of Cities serves as its Administrator. The purpose of this letter is to solicit nominations for election to the FMIVT Board of Trustees.

To qualify as a Trustee, a nominee at the time of appointment and throughout their tenure must be an elected municipal official from a municipality participating in the Trust. Trustee vacancies are filled by the Trust's current Board of Trustees, by majority vote, from the nominees offered by participating municipalities. A nominee may be appointed to fill either a current unexpired term or a full three-year term. Trustees are limited to serving two consecutive three-year terms. Service in an unexpired term is not counted.

New Trustees will receive an orientation from the Administrator. The Trust typically meets four times a year, once each quarter; however, special meetings may be scheduled as needed. Trustees are reimbursed for travel, meal and accommodation expenses incurred in attending Trust meetings and also receive a meeting fee.

No Trustee may be selected or continue to serve as a Trustee after becoming an owner, officer, employee or agent of a business entity having a contractual relationship or otherwise doing business with the Trust. A Trustee must relinquish their office or may be removed when they no longer serve as an elected official of the member from which they were selected or when the municipality from which they were selected ceases to participate as a member of the Trust.

The election of Trustees requires a formal nomination process. ***As nominations must come from participating municipalities of the Trust, your nomination should reflect that your municipality's governing body (Council, Commission, etc.) has endorsed or otherwise approved the nominee as a prospective Trustee. In addition, please include a resume or a biographical sketch reflecting the nominee's background and qualifications to serve.***

Should you wish to submit a nomination to the Board of Trustees, please complete the enclosed nomination form and return it, along with a resume or biographical sketch, to Dana Bucklin at dbucklin@flcities.com, no later than **March 1, 2024**. Thank you.

FLORIDA MUNICIPAL INVESTMENT TRUST TRUSTEE NOMINATION FORM

Please indicate the name, title and municipality of your nominee below, along with your name, title and municipality. Nominations should be emailed to Dana Bucklin at dbucklin@flcities.com.

NOTE: NOMINATIONS MUST BE RECEIVED NO LATER THAN MARCH 1, 2024.

Nominee Name: _____
(Nominee must be an elected official of the municipality participating in the Trust)

Nominee's Title: _____

Municipality: _____

Cell Phone Number: _____

Email Address: _____

Has the nominee (above) been informed of this nomination? Yes No

Has the nominee's municipal governing body (Council, Commission, etc.) endorsed or otherwise approved the nominee as a prospective Trustee? Yes No

Nominated by: _____

Title: _____

Municipality: _____

Date: _____

**PLEASE EMAIL THIS NOMINATION FORM AND A RESUME OR BIOGRAPHICAL SKETCH
BY MARCH 1, 2024, TO:**

Dana Bucklin
Investment Analyst
dbucklin@flcities.com



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 10C

TO: Town Council of Town of Loxahatchee Groves
FROM: Francine Ramaglia, Town Manager
DATE: February 6, 2024
SUBJECT: Revision of Easement (Multi-Use Trail/Roadway Drainage & Utility) Protocols

Background:

At the June 1, 2021 and June 7, 2022 meetings, Council established protocols for requesting Easements for Town purposes from property owners within the Town as follows:

1. The Town is seeking, and may request from property owners within the Town, the following:
 - 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 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, Town Engineer and Town Lobbyist may request Easements for Town purposes as described in this protocol.



155 F Road Loxahatchee Groves, FL 33470

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 with the exception of temporary and/or construction easements. The Council may also approve in advance a single or list of multiple locations for which staff should seek to obtain and record easements.
8. Easements must be collected prior to the Town beginning any work within the Easement, unless directed by the Town Manager.

Recommendation:

Motion to approve Resolution No. 2024-08 adopting revised easement protocols.

RESOLUTION NO. 2024-08

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

WHEREAS, on June 1, 2021, Town Council adopted a policy establishing easement protocol for obtaining and approving multi-use trail, roadway, drainage and utility easements throughout the Town; and

WHEREAS, Town Council desires to update its policy; and

WHEREAS, the Town Council has determined that the easement protocol policy serves a valid public purpose.

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; and

Section 2. The Town Council of the Town of Loxahatchee Groves hereby adopts the amended easement protocol policy attached hereto as Exhibit "A".

Section 3. This Resolution shall become effective immediately upon its passage and adoption.

Councilmember _____ offered the foregoing Resolution. Councilmember seconded the Motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
LAURA DANOWSKI, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, COUNCIL MEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MARIANNE MILES, COUNCIL MEMBER

PHILLIS MANIGLIA, COUNCIL MEMBER

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE
GROVES, FLORIDA, THIS __ DAY OF _____ 2024.**

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

ATTEST:

Mayor Laura Danowski

Town Clerk

Vice Mayor Robert Shorr

APPROVED AS TO LEGAL FORM:

Councilmember Margaret Herzog

Office of the Town Attorney

Councilmember Marianne Miles

Councilmember Phillis Maniglia



155 F Road Loxahatchee Groves, FL 33470

Easement (Multi-Use Trail/Roadway Drainage & Utility) Protocols

1. The Town is seeking, and may request from property owners within the Town, the following:
 - 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 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, Town Engineer and Town Lobbyist 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 with the exception of temporary and/or construction easements. The Council may also approve in advance a single or list of multiple locations for which staff should seek to obtain and record easements.
8. Easements must be collected prior to the Town beginning any work within the Easement, unless directed by the Town Manager.

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155 F Road Loxahatchee Groves, FL 33470

Agenda Item #10D

TO: Town Council of Town of Loxahatchee Groves
FROM: Francine L. Ramaglia, Town Manager
DATE: February 06, 2024
SUBJECT: Discussion regarding Roadway and Drainage update.

Background:

Staff will present updates regarding Roadway and Drainage to Town Council.