

# 2025 AGE/VDA SCHEDULE

## March 4, 2025

**Richard Gallant:** ITID Mutual Aid Agreement

Agenda Location: Consent

**Jacek Tomasik:** Resolution on Civil Citations

Topic: Resolution

Agenda Location: Consent

**Jeff Kurtz:** Discussion on Code Compliance Complaint Reporting Requirements

Topic: Ordinance

Agenda Location: Discussion

Support Staff: Building Official

**Richard Gallant:** Adoption on Resolution on Adopting Engineering Standards / District Standards

Topic: Resolution

Agenda Location: Consent

Support Staff: Project Coordinator

**Jeff Kurtz:** Discussion and Approval of Assessment Methodology / 197 Requirements

due Jan 29, 2025

Topic: Administrative

Agenda Location: Regular

Support Staff: Project Coordinator

**Second Reading on Ordinance on ULDC Updates (Part I-Historical Legacy/Vested Rights)**

Topic: Ordinance

Agenda Location: Public Hearing

Support Staff: Project Coordinator

Consultant Review Required: Public Works Director / Planners

Re-Occurring Schedule: February & March

**Jeff Kurtz:** First Reading on Code Compliance Complaint Reporting Requirements

due Jan 29, 2025

Topic: Ordinance

Agenda Location: Public Hearing

Support Staff: Building Official

**Jeff Kurtz:** First Reading on Ordinance on Tree Removal (Section 87) and Disbursement of Funds

due Jan 29, 2025

Topic: Ordinance

Agenda Location: Public Hearing

**Jeff Kurtz:** First Reading on Ordinance on Non-Conforming Lots

due Jan 29, 2025

Topic: Ordinance

Agenda Location: Public Hearing

**Sammie T. Brown, IBA, FRA-RP, MEDP:** National Flood Awareness Week Proclamation - 3/6-10

due Jan 29, 2025

Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: March

**Proclamation for March 6-10**

- Valerie Oakes: Resolution: FMIT Board of Trustees Appointment** due Jan 29, 2025  
Topic: Legislative  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: March
- Valerie Oakes: Resolution: FML Trust Board of Trustees Appointment** due Jan 29, 2025  
Topic: Legislative  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: March
- Valerie Oakes: Resolution: FMI Trust Board of Trustees Appointment** due Jan 29, 2025  
Topic: Legislative  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: March
- Sammie T. Brown, IBA, FRA-RP, MEDP: National Employee Appreciation Day Proclamation - First Friday in March** due Jan 29, 2025  
Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: March  
**Proclamation for First Friday in March**
- Amber Schneider: Emergency Loan of Credit Renewal** due Jan 29, 2025  
Topic: Administrative  
Agenda Location: Regular  
Support Staff: HR / Grants / Contracts Coordinator
- Jeff Kurtz: First Reading on Ordinance on Livestock Waste Franchise** due Jan 29, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing  
Support Staff: Town Manager
- Jeff Kurtz: Approval on SOD Farm Agreement** due Jan 29, 2025  
Topic: Administrative  
Agenda Location: Discussion  
Support Staff: Project Coordinator
- Richard Gallant: Discussion on Roadway & Drainage** due Jan 29, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Jeff Kurtz: Discussion on Water Control Plan Updates** due Jan 29, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Valerie Oakes: Informational Items** due Jan 29, 2025

Topic: Administrative  
Agenda Location: Discussion

- Jeff Kurtz: Audit Presentation** due Jan 29, 2025  
Topic: Budget & Finance  
Agenda Location: Presentation
- Richard Gallant: Drainage Bid Award** due Jan 29, 2025  
Topic: Administrative  
Agenda Location: Regular
- Jeff Kurtz: Ordinance on Agritourism Committee recommendations** due Jan 29, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Jeff Kurtz: Ordinance on Conditional Use / Special Exception Procedures** due Jan 29, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Jeff Kurtz: Ordinance on Rural Vista Guidelines** due Jan 29, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Jeff Kurtz: Ordinance on ULDC Updates (Part II-Roadway/Traffic Standards)** due Jan 29, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Richard Gallant: Piggyback Contract: Hinterland (Culvert Clearing)** due Jan 29, 2025  
Topic: Resolution  
Agenda Location: Consent
- Richard Gallant: Resolution on Update to the Fee Schedule for Engineering & Public Works Permit Fees** due Jan 29, 2025  
Topic: Resolution  
Agenda Location: Consent
- Richard Gallant: Award of Culvert / Drainage ITB** due Jan 29, 2025
- Jeff Kurtz: 1032 Foreclosure** due Jan 29, 2025
- Amber Schneider: Bank United Line of Credit** due Jan 29, 2025

## April 1, 2025

- Richard Gallant: Piggyback Contract: Hinterland (Culvert Clearing)**  
Topic: Administrative  
Agenda Location: Consent  
Support Staff: Public Works Director  
Re-Occuring Schedule: March
- Jeff Kurtz: Discussion on Water Control Plan Updates**  
Topic: Administrative  
Agenda Location: Discussion
- Richard Gallant: Moore's Grove Subdivision revisions & recordation**  
Topic: Administrative  
Agenda Location: Regular

Support Staff: Public Works Director

- Jeff Kurtz:** Discussion on Tree Mitigations Progress Report; Tree Mitigation Fund Report; Potential Land Purchase  
Topic: Administrative  
Agenda Location: Discussion  
Support Staff: Project Coordinator & Public Works Director  
Discussion of current Tree Mitigations in progress/Tree Mitigation Fund Report / Potential Land Purchase
- Jeff Kurtz:** Discussion & Direction on SOD Farm Agreement  
Topic: Administrative  
Agenda Location: Discussion  
Support Staff: Project Coordinator
- Jeff Kurtz:** Discussion on Ordinance on Non-Conforming Lots  
Topic: Ordinance  
Agenda Location: Discussion
- Jeff Kurtz:** Discussion on Ordinance on Tree Removal (Section 87) and Disbursement of Funds  
Topic: Ordinance  
Agenda Location: Discussion
- Richard Gallant:** Award of ITB-culverts & catch basins due Feb 26, 2025  
Topic: Purchasing  
Agenda Location: Consent  
Support Staff: Public Works Director
- Jeff Kurtz:** Second Reading on Code Compliance Complaint Reporting Requirements due Feb 26, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing  
Support Staff: Building Official
- Jeff Kurtz:** Second Reading on Ordinance on Tree Removal (Section 87) and Disbursement of Funds due Feb 26, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Jeff Kurtz:** Second Reading on Ordinance on Non-Conforming Lots due Feb 26, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Jeff Kurtz:** Second Reading on Ordinance on Livestock Waste Franchise due Feb 26, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing  
Support Staff: Town Manager
- Jacek Tomasik:** Ordinance on Abandoned Property Code due Feb 26, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing  
Support Staff: Building Official  
Re-Occurring Schedule: April & March
- Jeff Kurtz:** Ordinance on Livestock Waste BMPs due Feb 26, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing  
Support Staff: Project Coordinator
- Jeff Kurtz:** Ordinance on Rural Vista Guidelines due Feb 26, 2025

Topic: Ordinance  
Agenda Location: Public Hearing  
Support Staff: Project Coordinator  
Consultant Review Required: Planners  
Re-Occurring Schedule: April & May

- Valerie Oakes: March Election Results for Town Candidates** due Feb 26, 2025
  - Topic: Election
  - Agenda Location: Presentation
  - Support Staff: Town Clerk
  - Re-Occurring Schedule: April
  
- Sammie T. Brown, IBA, FRA-RP, MEDP: Child Abuse Prevention Month Proclamation** due Feb 26, 2025
  - Topic: Proclamation
  - Agenda Location: Consent
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  
- Sammie T. Brown, IBA, FRA-RP, MEDP: Earth Day Proclamation 4/22** due Feb 26, 2025
  - Topic: Proclamation
  - Agenda Location: Consent
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  - Proclamation for April 22
  
- Sammie T. Brown, IBA, FRA-RP, MEDP: National Arbor Day Proclamation - Last Friday in April** due Feb 26, 2025
  - Topic: Proclamation
  - Agenda Location: Consent
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  - Proclamation for Last Friday in April
  
- Sammie T. Brown, IBA, FRA-RP, MEDP: National Volunteer Appreciation Week Proclamation 4/20-26** due Feb 26, 2025
  - Topic: Proclamation
  - Agenda Location: Consent
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  - Proclamation for April 20-26
  
- Valerie Oakes: Oath of Office - Town Council & Board Members** due Feb 26, 2025
  - Topic: Election
  - Agenda Location: Presentation
  - Support Staff: Town Clerk
  - Re-Occurring Schedule: April
  
- Valerie Oakes: Resolution: Appoint Mayor and Vice Mayor** due Feb 26, 2025
  - Topic: Election
  - Agenda Location: Regular
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April

- Valerie Oakes:** Resolution: Appointment of District Chair and Treasurer due Feb 26, 2025
  - Topic: Election
  - Agenda Location: Regular
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  
- Valerie Oakes:** Resolution: Designation of Mayor as Signing Agent due Feb 26, 2025
  - Topic: Legislative
  - Agenda Location: Consent
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  
- Valerie Oakes:** Resolution: Establishing Committees/Responsibilities due Feb 26, 2025
  - Topic: Legislative
  - Agenda Location: Regular
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  
- Valerie Oakes:** Resolution: Rules and Procedures for Town Council due Feb 26, 2025
  - Topic: Legislative
  - Agenda Location: Regular
  - Support Staff: Town Clerk
  - Attorney's Office: E. Lenihan
  - Re-Occurring Schedule: April
  
- Richard Gallant:** Discussion on Roadway & Drainage due Feb 26, 2025
  - Topic: Administrative
  - Agenda Location: Discussion
  
- Jeff Kurtz:** Discussion on Water Control Plan Updates due Feb 26, 2025
  - Topic: Administrative
  - Agenda Location: Discussion
  
- Valerie Oakes:** Informational Items due Feb 26, 2025
  - Topic: Administrative
  - Agenda Location: Discussion
  
- Valerie Oakes:** Resolution: Establishment of Regular Meeting Schedules due Feb 26, 2025
  - Topic: Resolution
  - Agenda Location: Consent
  
- Jeff Kurtz:** Ordinance on Conditional Use / Special Exception Procedures due Feb 26, 2025
  - Topic: Ordinance
  - Agenda Location: Public Hearing
  
- Jeff Kurtz:** Discussion of Scope for Assessment Methodology, mobility Fees, impact Fees RFP due Feb 26, 2025
  - Topic: Administrative
  - Agenda Location: Discussion
  
- Jeff Kurtz:** Annual Landowner's Meeting due Feb 26, 2025
  - Topic: District Item
  - Agenda Location: District Item
  
- Richard Gallant:** Ordinance on Townwide Traffic & Road Standards due Feb 26, 2025

Topic: Ordinance  
Agenda Location: Public Hearing

- Jeff Kurtz: Ordinance on Travel Policy** due Feb 26, 2025

Topic: Ordinance  
Agenda Location: Public Hearing

- Town / District Organizational Meeting

## May 6, 2025

- Sammie T. Brown, IBA, FRA-RP, MEDP: Agricultural Appreciation Day Proclamation - 5/18** due Apr 2, 2025

Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: May

Proclamation for May 18

- Sammie T. Brown, IBA, FRA-RP, MEDP: Building Safety Month Proclamation** due Apr 2, 2025

Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: May

- Sammie T. Brown, IBA, FRA-RP, MEDP: Construction Safety Week Proclamation - 5/2-6** due Apr 2, 2025

Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Re-Occuring Schedule: May

Proclamation for May 2-6

- Jeff Kurtz: Discussion and Update of FY Capital Improvement Program (CIP) and Roadway Improvement Program** due Apr 2, 2025

Topic: Budget & Finance  
Agenda Location: Regular  
Support Staff: Project Coordinator  
Re-Occuring Schedule: May

- Amber Schneider: Discussion of Local Mitigation Strategy (LMS) Grant Submission** due Apr 2, 2025

Topic: Grant  
Agenda Location: Regular  
Support Staff: HR / Grants / Contracts Coordinator  
Re-Occuring Schedule: May

- Sammie T. Brown, IBA, FRA-RP, MEDP: Mental Health Awareness Month Proclamation** due Apr 2, 2025

Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Attorney's Office: E. Lenihan  
Re-Occuring Schedule: May

- Sammie T. Brown, IBA, FRA-RP, MEDP: National Hurricane Preparedness Week Proclamation 5/1-7** due Apr 2, 2025

Topic: Proclamation  
Agenda Location: Consent  
Support Staff: Town Clerk  
Attorney's Office: E. Lenihan

Re-Occuring Schedule: May

Proclamation for May 1-7

- Sammie T. Brown, IBA, FRA-RP, MEDP:** National Municipal Clerks Week Proclamation 5/4-10 due Apr 2, 2025

Topic: Proclamation

Agenda Location: Consent

Support Staff: Town Clerk

Attorney's Office: E. Lenihan

Re-Occuring Schedule: May

Proclamation for May 4-10

- Sammie T. Brown, IBA, FRA-RP, MEDP:** National Public Works Week Proclamation (3rd Week of May) due Apr 2, 2025

Topic: Proclamation

Agenda Location: Consent

Support Staff: Town Clerk

Attorney's Office: E. Lenihan

Re-Occuring Schedule: May

Proclamation for Third Week of May

- Sammie T. Brown, IBA, FRA-RP, MEDP:** Older Americans Month Proclamation due Apr 2, 2025

Topic: Proclamation

Agenda Location: Consent

Support Staff: Town Clerk

Attorney's Office: E. Lenihan

Re-Occuring Schedule: May

- Jeff Kurtz:** Ordinance on Capital Improvement Plan / Timeline for ITBs due Apr 2, 2025

Topic: Ordinance

Agenda Location: Public Hearing

Support Staff: Project Coordinator

Re-Occuring Schedule: May

Timeline for ITBs included

- Sammie T. Brown, IBA, FRA-RP, MEDP:** Public Service Recognition Week Proclamation (1st full week of May) due Apr 2, 2025

Topic: Proclamation

Agenda Location: Consent

Support Staff: Town Clerk

Attorney's Office: E. Lenihan

Re-Occuring Schedule: May

Proclamation for First Full Week of May

- Valerie Oakes:** Resolution: Appointment of Committee Members due Apr 2, 2025

Topic: Legislative

Agenda Location: Consent

Support Staff: Town Clerk

Attorney's Office: E. Lenihan

Re-Occuring Schedule: May

- Sammie T. Brown, IBA, FRA-RP, MEDP:** State Legislative Update from Lobbyist, State Senators and Representatives due Apr 2, 2025

Topic: Legislative

Agenda Location: Presentation

Support Staff: Town Clerk Assistant

Re-Occuring Schedule: May



## Update from Lobbyist, State Senators and Representatives

- Francine Ramaglia:** Town Council's Goals, Objectives, and Policies due Apr 2, 2025
  - Topic: Legislative
  - Agenda Location: Regular
  - Support Staff: Town Manager
  - Re-Occuring Schedule: May
  
- Richard Gallant:** Discussion on Roadway & Drainage due Apr 2, 2025
  - Topic: Administrative
  - Agenda Location: Discussion
  
- Jeff Kurtz:** Discussion on Water Control Plan Updates due Apr 2, 2025
  - Agenda Location: Discussion
  - Topic: Administrative
  
- Valerie Oakes:** Informational Items due Apr 2, 2025
  - Topic: Administrative
  - Agenda Location: Discussion
  
- Valerie Oakes:** Receive and File Quarterly Reports (Q2) due Apr 2, 2025
  - Agenda Location: Consent
  - Topic: Administrative
  - Submit Quarterly Report - Building Department
  - Submit Quarterly Report - Code Enforcement Department
  - Submit Quarterly Report - Town Clerk
  - Submit Quarterly Report - Town Attorney
  - Submit Quarterly Report - Planner - Jim F.
  - Submit Quarterly Report - Planner - Kaitlyn F.
  - Submit Quarterly Report - Fire Department
  - Submit Quarterly Report - Police Department
  - Submit Quarterly Report - Finance
  - Submit Quarterly Report - IT
  - Submit Quarterly Report - Public Works
  
- Jacek Tomasik:** Ordinance on Abandoned Property Code due Apr 2, 2025
  - Topic: Ordinance
  - Agenda Location: Public Hearing
  
- Jeff Kurtz:** Ordinance on Conditional Use / Special Exception Procedures due Apr 2, 2025
  - Topic: Ordinance
  - Agenda Location: Public Hearing
  
- Jeff Kurtz:** Ordinance on Livestock Waste BMPs due Apr 2, 2025
  - Topic: Ordinance
  - Agenda Location: Public Hearing
  
- Jeff Kurtz:** Ordinance on Rural Vista Guidelines due Apr 2, 2025
  - Topic: Ordinance
  - Agenda Location: Public Hearing

- Jeff Kurtz:** Ordinance on Travel Policy  
 Topic: Ordinance  
 Agenda Location: Public Hearing

due Apr 2, 2025
- Jeff Kurtz:** Powerpoint Presentation Initial Budget  
 Topic: Budget & Finance  
 Agenda Location: Presentation

due Apr 2, 2025
- Valerie Oakes:** Presentation on Behavioral Services Program  
 Topic: Presentation  
 Agenda Location: Presentation

due Apr 2, 2025
- Richard Gallant:** District: Interlocal Agreement with Indian Trails Improvement District for Emergency Response  
 Topic: District Item  
 Agenda Location: District Item

due Apr 2, 2025

### June 3, 2025

- Discussion on Ordinance on Permitted Uses in Commercial Zoning Districts  
 Topic: Ordinance  
 Agenda Location: Discussion  
 Consultant Review Required: KF
- Sammie T. Brown, IBA, FRA-RP, MEDP:** Code Enforcement Officer Appreciation Week Proclamation - 6/5-9  
 Topic: Proclamation  
 Agenda Location: Consent  
 Support Staff: Town Clerk  
 Attorney's Office: E. Lenihan  
 Re-Occuring Schedule: June  
 Proclamation for June 5-9

due Apr 30, 2025
- Sammie T. Brown, IBA, FRA-RP, MEDP:** National Homeownership Month Proclamation  
 Topic: Proclamation  
 Agenda Location: Consent  
 Support Staff: Town Clerk  
 Attorney's Office: E. Lenihan  
 Re-Occuring Schedule: June

due Apr 30, 2025
- Sammie T. Brown, IBA, FRA-RP, MEDP:** Palm Beach County Veteran Services Officer Appreciation Month Proclamation  
 Topic: Proclamation  
 Agenda Location: Consent  
 Support Staff: Town Clerk  
 Attorney's Office: E. Lenihan  
 Re-Occuring Schedule: June

due Apr 30, 2025
- Jeff Kurtz:** Town's Preliminary Ad Valorem Millage Rate for TRIM Purposes  
 Topic: Budget & Finance  
 Agenda Location: Regular  
 Support Staff: Project Coordinator  
 Re-Occuring Schedule: June

due Apr 30, 2025
- Richard Gallant:** Discussion on Roadway & Drainage

due Apr 30, 2025

Agenda Location: Discussion  
Topic: Administrative

- Jeff Kurtz: Discussion on Water Control Plan Updates** due Apr 30, 2025  
Agenda Location: Discussion  
Topic: Administrative
- Valerie Oakes: Informational Items** due Apr 30, 2025  
Agenda Location: Discussion  
Topic: Administrative

## July 1, 2025

- Jeff Kurtz: First Reading on Ordinance on Permitted Uses in Commercial Zoning Districts** due Dec 31, 2024  
Topic: Ordinance  
Agenda Location: Public Hearing  
Consultant Review Required: KF
- Jeff Kurtz: Items Over \$10k and \$25k / Contracts Over \$25** due May 28, 2025  
Topic: Budget & Finance  
Agenda Location: Consent
- Jeff Kurtz: Consideration of Truth in Millage (TRIM)** due May 28, 2025  
Topic: Budget & Finance  
Agenda Location: Regular  
Support Staff: Project Coordinator  
Re-Occuring Schedule: July
- Richard Gallant: Discussion on Roadway & Drainage** due May 28, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Jeff Kurtz: Discussion on Water Control Plan Updates** due May 28, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Valerie Oakes: Informational Items** due May 28, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Francine Ramaglia: Consideration of Amendments to the Land Use Map** due May 28, 2025  
Agenda Location: Public Hearing  
Topic: Administrative
- Jeff Kurtz: Discussion on Selection Committee – Audit Request for Proposals / Contract Renewal** due May 28, 2025  
Topic: Budget & Finance  
Agenda Location: Regular
- Jeff Kurtz: District: Establishment of Estimated Special Assessment Rate for the Fiscal Year** due May 28, 2025  
Topic: Budget & Finance  
Agenda Location: Regular
- Jeff Kurtz: District: Preliminary Ad Valorem Assessment Rate for Solid Waste Collection Services and Fiscal Year** due May 28, 2025  
Topic: District Item

Agenda Location: District Item

- Richard Gallant:** District: Provisions of District Services, including Water Control, Maintenance, and Repair of Drainage and Roadways due May 28, 2025  
Topic: District Item  
Agenda Location: District Item
- Sammie T. Brown, IBA, FRA-RP, MEDP:** Legislative Update from County Commissioner (Sara Baxter) due May 28, 2025  
Topic: Legislative  
Agenda Location: Presentation
- Sammie T. Brown, IBA, FRA-RP, MEDP:** Legislative Goals and Objectives for the Fiscal Year due May 28, 2025  
Topic: Legislative  
Agenda Location: Presentation
- Sammie T. Brown, IBA, FRA-RP, MEDP:** Update from the Town Lobbyist due May 28, 2025  
Topic: Legislative  
Agenda Location: Presentation

## August 5, 2025

- Jeff Kurtz:** Second Reading on Ordinance on Permitted Uses in Commercial Zoning Districts due Jan 29, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing  
Consultant Review Required: KF
- Jeff Kurtz:** Discussion on Ordinance on Procurement due Jul 2, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing
- Valerie Oakes:** Receive and File Quarterly Reports (Q3) due Jul 2, 2025  
Topic: Administrative  
Agenda Location: Consent
- Jacek Tomasik:** Submit Quarterly Report - Building Department due Jul 16, 2025
- Jacek Tomasik:** Submit Quarterly Report - Code Enforcement Department due Jul 16, 2025
- Valerie Oakes:** Submit Quarterly Report - Town Clerk due Jul 16, 2025
- Elizabeth Lenihan:** Submit Quarterly Report - Town Attorney due Jul 16, 2025
- Jim Fleischmann:** Submit Quarterly Report - Planner - Jim F. due Jul 16, 2025
- Kaitlyn Forbes:** Submit Quarterly Report - Planner - Kaitlyn F. due Jul 16, 2025
- Amanda Vomero:** Submit Quarterly Report - Fire Department due Jul 16, 2025
- Craig Turner:** Submit Quarterly Report - Police Department due Jul 16, 2025
- Jeff Kurtz:** Submit Quarterly Report - Finance due Jul 16, 2025
- Amber Schmeider:** Submit Quarterly Report - IT due Jul 16, 2025
- Richard Gallant:** Submit Quarterly Report - Public Works due Jul 16, 2025
- Richard Gallant:** Discussion on Roadway & Drainage due Jul 2, 2025  
Topic: Administrative  
Agenda Location: Discussion

- Jeff Kurtz:** Discussion on Water Control Plan Updates  
 Topic: Administrative  
 Agenda Location: Discussion

due Jul 2, 2025
- Valerie Oakes:** Informational Items  
 Topic: Administrative  
 Agenda Location: Discussion

due Jul 2, 2025
- Jeff Kurtz:** Adoption of the Solid Waste Assessment  
 Topic: Budget & Finance  
 Agenda Location: Regular

due Jul 2, 2025
- Valerie Oakes:** Proclamation on Back to School Month – August  
 Topic: Proclamation  
 Agenda Location: Consent

due Jul 2, 2025
- Jeff Kurtz:** Budget Presentation and Approval of Budget Workshop Dates – Budget Workshop Calendar  
 Topic: Budget & Finance  
 Agenda Location: Presentation

due Jul 2, 2025
- Jeff Kurtz:** Items Over \$10k and \$25k / Contracts Over \$25  
 Topic: Budget & Finance  
 Agenda Location: Consent

due Jul 2, 2025
- Jeff Kurtz:** List of Pre-approved Easements for FY 2026 Paving Plan  
 Agenda Location: Regular  
 Topic: Administrative

due Jul 2, 2025
- Valerie Oakes:** Proclamation on National Civility Month – August  
 Topic: Proclamation  
 Agenda Location: Consent

due Jul 2, 2025
- Sammie T. Brown, IBA, FRA-RP, MEDP:** Resolution on Lobbyist Services Contract  
 Topic: Resolution  
 Agenda Location: Consent

due Jul 2, 2025

## September 2, 2025

- Jeff Kurtz:** First Reading on Ordinance on Procurement  
 Topic: Ordinance  
 Agenda Location: Public Hearing

due Jul 30, 2025
- Richard Gallant:** Discussion on Roadway & Drainage  
 Topic: Administrative  
 Agenda Location: Discussion

due Jul 30, 2025
- Jeff Kurtz:** Discussion on Water Control Plan Updates  
 Topic: Administrative  
 Agenda Location: Discussion

due Jul 30, 2025
- Valerie Oakes:** Informational Items  
 Topic: Administrative  
 Agenda Location: Discussion

due Jul 30, 2025

- Valerie Oakes:** Proclamation on Building and Code Staff Appreciation Day - 9/1 due Jul 30, 2025  
 Topic: Proclamation  
 Agenda Location: Consent
  
- Jeff Kurtz:** Items Over \$10k and \$25k / Contracts over \$25k due Jul 30, 2025  
 Topic: Budget & Finance  
 Agenda Location: Consent
  
- Discussion of Council Participation and Communication with Surrounding Communities and Other Agencies due Jul 30, 2025  
 Agenda Location: Discussion
  
- Jeff Kurtz:** Resolution on Adopting the Road & Drainage Acreage Assessment due Jul 30, 2025  
 Topic: District Item  
 Agenda Location: District Item
  
- Valerie Oakes:** Proclamation on Emergency Preparedness Month due Jul 30, 2025  
 Topic: Proclamation  
 Agenda Location: Consent
  
- Jeff Kurtz:** Establishing and Adopting the Final Millage Rate & Final Budget for the Fiscal Year due Jul 30, 2025  
 Topic: Budget & Finance  
 Agenda Location: Regular
  
- Jeff Kurtz:** First Budget Public Hearing: Summary of the Proposed Tentative Millage Rate and Proposed FY Budget due Jul 30, 2025  
 Topic: Budget & Finance  
 Agenda Location: Regular
  
- Valerie Oakes:** Proclamation on National Farm Safety and Health Week – September 15-21 due Jul 30, 2025  
 Topic: Proclamation  
 Agenda Location: Consent
  
- Jeff Kurtz:** Resolution on Pay Plan due Jul 30, 2025  
 Topic: Budget & Finance  
 Agenda Location: Regular
  
- Valerie Oakes:** Resolution on Annual Dates Supporting Local Government and Approval of Annual Sponsorships and Events due Jul 30, 2025  
 Topic: Administrative  
 Agenda Location: Regular

## October 7, 2025

- Jeff Kurtz:** Second Reading on Ordinance on Procurement due Sep 3, 2024  
 Topic: Ordinance  
 Agenda Location: Public Hearing
  
- Richard Gallant:** Discussion on Roadway & Drainage due Sep 3, 2025  
 Topic: Administrative  
 Agenda Location: Discussion
  
- Jeff Kurtz:** Discussion on Water Control Plan Updates due Sep 3, 2025  
 Topic: Administrative

Agenda Location: Discussion

- Valerie Oakes: Informational Items** due Sep 3, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Valerie Oakes: Proclamation on Customer Service 10/7-11** due Sep 3, 2025  
Topic: Proclamation  
Agenda Location: Consent
- Valerie Oakes: Proclamation on Fire Prevention Week 10/7-11** due Sep 3, 2025  
Topic: Proclamation  
Agenda Location: Consent
- Valerie Oakes: Proclamation on Florida Government Week 10/21-27** due Sep 3, 2025  
Topic: Proclamation  
Agenda Location: Consent
- Valerie Oakes: Proclamation on Rural Education Day 10/31** due Sep 3, 2025  
Topic: Proclamation  
Agenda Location: Consent
- Jeff Kurtz: Ordinance on Adopting the Annual Update of the CIP Element of the Comprehensive Plan** due Sep 3, 2025  
Topic: Ordinance  
Agenda Location: Public Hearing

## November 4, 2025

- Jeff Kurtz: Discussion on Water Control Plan Updates** due Oct 1, 2025  
Agenda Location: Discussion  
Topic: Administrative
- Richard Gallant: Discussion on Roadway & Drainage** due Oct 1, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Valerie Oakes: Informational Items** due Oct 1, 2025  
Topic: Administrative  
Agenda Location: Discussion
- Valerie Oakes: Proclamation on Hunger and Homelessness Awareness Week - November 12-20** due Oct 1, 2025  
Topic: Proclamation  
Agenda Location: Consent
- Valerie Oakes: Receive and File Quarterly Reports (Q4)** due Oct 1, 2025  
Agenda Location: Consent  
Topic: Administrative
  - Jacek Tomasik: Submit Quarterly Report - Building Department** due Oct 15, 2025
  - Jacek Tomasik: Submit Quarterly Report - Code Enforcement Department** due Oct 15, 2025
  - Valerie Oakes: Submit Quarterly Report - Town Clerk** due Oct 15, 2025
  - Elizabeth Lenihan: Submit Quarterly Report - Town Attorney** due Oct 15, 2025
  - Jim Fleischmann: Submit Quarterly Report - Planner - Jim F.** due Oct 15, 2025

- Kaitlyn Forbes:** Submit Quarterly Report - Planner - Kaitlyn F. due Oct 15, 2025
- Amanda Vomero:** Submit Quarterly Report - Fire Department due Oct 15, 2025
- Craig Turner:** Submit Quarterly Report - Police Department due Oct 15, 2025
- Jeff Kurtz:** Submit Quarterly Report - Finance due Oct 15, 2025
- Amber Schneider:** Submit Quarterly Report - IT due Oct 15, 2025
- Richard Gallant:** Submit Quarterly Report - Public Works due Oct 15, 2025

## December 2, 2025

- Richard Gallant:** Discussion on Roadway & Drainage due Oct 29, 2025  
 Agenda Location: Discussion  
 Topic: Administrative
- Jeff Kurtz:** Annual District Landowners meeting due Oct 29, 2025  
 Agenda Location: District Item  
 Topic: District Item
- Valerie Oakes:** Proclamation on National Farmers Day - December 23 due Oct 29, 2025  
 Topic: Proclamation  
 Agenda Location: Consent
- Valerie Oakes:** Proclamation on National Safe Toys and Gifts Month due Oct 29, 2025  
 Topic: Proclamation  
 Agenda Location: Consent
- Jeff Kurtz:** Discussion on Water Control Plan Updates due Oct 29, 2025  
 Topic: Administrative  
 Agenda Location: Discussion
- Valerie Oakes:** Informational Items due Oct 29, 2025  
 Agenda Location: Discussion  
 Topic: Administrative
- Valerie Oakes:** Resolution on the PBC SOE Agreement due Oct 29, 2025  
 Agenda Location: Consent  
 Topic: Resolution

## TBD

- Resolution on Solid Waste Contract**  
 Topic: Administrative  
 Agenda Location: Regular  
 Support Staff: Town Manager & Public Works Superintendent  
 Re-Occuring Schedule: September 2026
- Sunshine Week Proclamation**  
 Topic: Proclamation  
 Agenda Location: Consent  
 Support Staff: Town Clerk  
 Attorney's Office: E. Lenihan  
 Re-Occuring Schedule: March



Proclamation for March 16-22

**Richard Gallant:** Gate Repairs