



Memorandum

**To: Loxahatchee Groves Town Council
Francine Ramaglia, Town Manager**

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

Subject: Quarterly Report – July 1 to September 30, 2024

Date: October 22, 2024

Below is a condensed version of the work that Engenuity Group, Inc. provided within July 1st and September 30th in 2024 as the Town Engineer and Engenuity Group Staff.

- 1. Land Development Fee-Based Applications: 45**
 - a. Site Development **23**; Approvals **7**
 - b. Right of Way **9**; Approvals **3**
 - c. Pre-Application **4**
 - d. Pre-Construction **3**
 - e. Construction **5**
 - f. Project Closeout **8**
 - g. Zoning Assistance **2**
- 2. Code Compliance: Cases 1**
- 3. Townwide Resiliency Vulnerability Assessment: Not this quarter**
- 4. Development Review Committee:**
 - a. Projects Reviewed **4**
 - b. Meetings **2**
- 5. General Services:**
 - a. Design & submit SFWMD Permit for Town Culvert Replacement **1**

- b.** Prepare for and attend 7-16-24 Surface Water Policy Review and Land Development Permitting Workshop
- c.** Prepare for and attend 9-3-24 Council Meeting, including:
 - i.** Section 130-035 ULDC
 - ii.** Proposed Minor Fill Application
 - iii.** Proposed Sand Ring Application
 - iv.** Proposed Minor Engineering Permit
- d.** For 10-1-24 Council Meeting: Revise Code Section 130-035 for 1st Reading; Prepare Minor Fill Permit application for 1st Reading; Provide Agenda Memo for Meeting
- e.** Monthly Staff Meetings & Permit Process Meeting **4**
- f.** Provide permit approval and approved plans in Dropbox
- g.** Begin to update the Town's Roadway Detail
- h.** Quarterly Report

6. Survey:

- a.** Surveying for Road Design and Replace Culverts