



155 F Road Loxahatchee Groves, FL 33470

TO: Town Council of Town of Loxahatchee Groves
FROM: Francine L. Ramaglia, Town Manager
DATE: July 2, 2024
SUBJECT: Updates, Items of Interest and Future Agenda Items

Proposed Upcoming Town Council Meeting Schedule:

- July 16, 2024 (Drainage workshop Part II)
- August 6, 2024
- September 3, 2024 (1st Budget Hearing)
- September 18, 2024 (2nd Budget Hearing)
- October 1, 2024
- November 5, 2024
- December 3, 2024

HR Manual Update:

The Human Resources manual has undergone extensive review over the past two years, involving multiple sessions with staff and legal to ensure its legal adequacy and alignment with council direction. The revised document (which has been reviewed by legal at least 6-7 times) has been meticulously scrutinized for grammatical accuracy, consistency in defining terms such as "family," and has been restructured/reformatted to enhance readability and coherence. Notable updates include the incorporation of changes in policies such as the volunteer policy as approved by the Council, as well as updates to meet current legal requirements, such as those pertaining to conceal and carry laws.

The document has been distributed to Council and individual meetings with Mr. Torcivia and myself are being scheduled over the next couple of weeks to address any questions or concerns you may have. There are 2 issues that we would like to revisit with Council-- Jury duty and bereavement leave policies. All other items directed by council have been included and addressed. We look forward to our discussions and finalizing our updated HR Manual at the August 6, 2024 meeting

Direction on Individual Council Requested Items:

Agenda:

- Village of RPB drainage issue

Workshop:

- Budget workshops



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- Intersection Improvements at B & Southern
- Code/Bldg. Part II

Additional Planning items not included in attached May 7th memo:

- Potential Applications:
 - 15211 Okeechobee Boulevard – Daycare
 - 14048 Okeechobee Boulevard – TLC
 - 15550 Okeechobee Boulevard – Vested Rights
 - Briar – Soccer Academy
 - Church expansion (community)
- Other Matters:
 - Receiver sites
 - Conservation easements
- Committee Assignments:
 - Sign Code
- Potential Site Plan Amendments:
 - Brightview
 - Big Dog Ranch – Sanctuary/Site Plan Amendment

Future Agenda Items:

Below is a proposed schedule for discussions and action as noted for upcoming agenda workshops and regular council meetings for the next several months:

July 2, 2024	<ul style="list-style-type: none"> – Preliminary Millage and Assessment Rates – EAR 2nd Reading – Comp Plan Data & Analysis Resolution – School District Cooperative Planning Agreement – Discussion Town Council’s Participation on Government Committees/Voting Delegates for FLC – Discussion on Adopting a Policy for Reimbursement of Attorney’s Fees – Presentation by Gina Lawrence of the MGO Software (Permits, Code, Zoning, PW & LBTR modules)
Workshop Discussion July 16	<ul style="list-style-type: none"> – FEMA Requirements for FDA/Culvert Ordinance/Revisions to ULDC Section 26 – Budget discussion
August 6, 2024	<ul style="list-style-type: none"> – Legislative Update: Lobbyists, Roth, Harrell – Presentation on PBSO Behavioral Services Program – Quarterly Reports – HR Manual Update <p>Piggybacks:</p> <ul style="list-style-type: none"> – Murray/Logan (dredging) – Hinterland (Culvert Clearing)



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	<p>Best Interest Contracts:</p> <ul style="list-style-type: none"> – Fleet Maintenance – Signs – Gas Tax map adjustments including Hopkins request – List of Pre-approved Easements for FY 2025 Paving Plan – Acceptance of Easements (including Brian McNeil) – Lake Worth Piggyback approval – Johnson Davis work authorization for culvert at 24th & F and for continuing rip/rap work – Traffic InterLocal with Palm Beach County (if possible) – Renewal of Lobbyist Agreement – 1st Reading – RV Ordinance – 1st Reading – FDA/Culvert Policy Revisions – CERT Agreement Renewal – LPR/Camera Program Policy – Use of Logo Policy – Discussion on Ex-Parte Policy – Mayor Kane requested – Discussion of Townwide Traffic & Road Standards – Discussion of Tree Removal/Land Clearing (Section 87) and current Tree Mitigations in progress for Development – Discussion of Special Events/Special Uses – Discussion of Livestock Waste/BMPs
September 3, 2024	<ul style="list-style-type: none"> – 1st Budget Hearing – 1st Reading – Ordinance FY 2025 CIP – 2nd Reading – RV Ordinance – 2nd Reading – FDA/Culvert Policy Revisions – Annual District Landowners' meeting – Adoption of FY 2025 Meeting Calendar – Agritourism Committee recommendations – Conveyance of County ROW at Intersection of E and Okeechobee – Qualifying Dates
September 18, 2024	<ul style="list-style-type: none"> – 2nd Budget Hearing – 2nd Reading – Ordinance FY 2025 CIP – Adoption of FY 2025 Special Events & Calendar – Discussion of Certificate of Use – 1st Reading Qualifying Dates – 1st Reading Ex Parte Communications



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October 1, 2024	<ul style="list-style-type: none"> – Presentation on Sunshine Law, Public Records Law & Ethics Law by Torcivia, Donlon, Goddeau & Rubin PA – Award of Bids for Roads & Drainage – Award of Culvert Bid – 1st Reading - Agritourism – 1st Reading – Tree Removal/Land Clearing (Section 87) – 1st Reading – Livestock Waste/BMPs – 1st Reading – Townwide Traffic & Road Standards – 1st Reading – Special Events/Special Uses – 2nd Reading – Qualifying Dates – 2nd Reading – Ex Parte Communications – Discussion of Non-Conformities & Unrecorded Plats – Deletion of Historical Legacy (Jim/TA)
November 2024	<ul style="list-style-type: none"> – 1st Reading—Non-conformities & removal of historical legacy – 2nd Reading - Agritourism – 2nd Reading – Tree Removal/Land Clearing (Section 87) – 2nd Reading – Livestock Waste/BMPs – 2nd Reading – Townwide Traffic & Road Standards – 2nd Reading – Special Events/Special Uses – Discussion of assessment methodology

The above is primarily an ordinance/resolution driven priority list and does not really account for any of the contracting and other work of the Town. Some of the other items not on the list include Development and Planning applications (see attached) follow up items from workshop discussions, NPDES Compliance, Assessment Methodology adoption, etc. We may need to space things out a bit more and we continue to implement a more complete agenda tracking system.

Upcoming Town Events:

- Community Picnic
- Back to School (backpack drive)
- Veterans Parade & Ceremony
- Holiday Gratitude Food Drive
- Western Communities Holiday Parade

Recommendation:

Review, discuss and direct Staff.