



**TOWN OF LOXAHATCHEE GROVES  
TOWN COUNCIL REGULAR MEETING  
MEETING MINUTES**

**TOWN HALL COUNCIL CHAMBERS – 155 F. Road, Loxahatchee Groves, FL 33470  
Tuesday, April 02, 2024**

**TOWN COUNCIL AGENDA ITEMS**

**CALL TO ORDER:**

Mayor Danowski called the meeting to order at 6:33 P.M.

**ROLL CALL:**

Mayor Laura Danowski, Vice Mayor Robert Shorr, Councilmember Margaret Herzog, Councilmember Phillis Maniglia, Councilmember Marianne Miles, Town Manager Francine Ramaglia, Town Attorney Glen Torcivia, Director of Public Works Richard Gallant, Project Coordinator Jeff Kurtz, Town's Financial Consultant Chris Wallace (of Munilytics) and Interim Town Clerk Valerie Oakes were present.

**PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENCE:**

Mayor Danowski led the Pledge of Allegiance followed by a moment of silence.

**AGENDA APPROVAL - ADDITIONS, DELETIONS AND MODIFICATIONS:**

Mayor Danowski called for any additions, deletions, modifications, or approval of the agenda.

**MOTION: VICE MAYOR SHORR/COUNCILMEMBER HERZOG MOVED TO**

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**APPROVE THE AGENDA. MOTION PASSED UNANIMOUSLY (5-0).**

**COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS:**

No public comments received.

**ANNOUNCEMENTS, COMMUNITY/SPECIAL EVENTS AND PRESENTATIONS:**

1. Presentation of March 2024 Election Results for the Town of Loxahatchee Groves Candidates

Interim Town Clerk Oakes presented the March 2024 Election Results.

2. Recognize Outgoing Council Member

Mayor Danowski recognized the outgoing Council Member.

3. Oath of Office for New Council Member

Interim Town Clerk Oakes read the Oath of Office for the New Council Member.

4. Approval of Resolution No. 2024-17 to Appoint the Mayor

Interim Town Clerk Oakes read into record Resolution No. 2024-17.

**MOTION:        VICE MAYOR SHORR/COUNCILMEMBER HERZOG MOVED TO APPOINT ANITA KANE AS MAYOR. MOTION PASSED UNANIMOUSLY (5-0).**

5. Approval of Resolution No. 2024-18 to Appoint the Vice Mayor

**MOTION:        COUNCILMEMBER MANIGLIA/MAYOR KANE MOVED TO APPOINT MARG HERZOG AS VICE MAYOR. MOTION PASSED UNANIMOUSLY (5-0).**

Interim Town Clerk Oakes called a short recess to change seats for the newly appointed members.

**MOTION:        COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO CHANGE THE ORDER OF THE SEATING. MOTION PASSED (4-1 with COUNCILMEMBER DANOWSKI DISSENTING).**

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**RECESSED TOWN COUNCIL MEETING & CALLED TO ORDER DEPENDENT  
WATER CONTROL DISTRICT AT 6:49 P.M.**

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6. Approval of Resolution No. 2024-DD01 to appoint Chair of Board of Supervisors

**MOTION:        COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG  
MOVED TO APPROVE RESOLUTION NO. 2024-DD01  
APPOINTING ANITA KANE AS THE CHAIR OF THE BOARD  
SUPERVISORS OF THE WATER DISTRICT. MOTION PASSED  
UNANIMOUSLY (5-0).**

7. Approval of Resolution No. 2024-DD01 to appoint Treasurer of Board of Supervisors

**MOTION:        COUNCILMEMBER MANIGLIA/COUNCILMEMBER SHORR  
MOVED TO APPROVE RESOLUTION 2024-DD01 APPOINTING  
MARG HERZOG AS THE TREASURER OF THE BOARD  
SUPERVISORS OF THE WATER DISTRICT. MOTION PASSED  
UNANIMOUSLY (5-0).**

*\*\*\*\* Short Recess: Cake will be served after the swearing-in ceremony. \*\*\*\**

**RECONVENED TOWN COUNCIL MEETING AT 7:03 P.M.**

**CONSENT AGENDA:**

**8. APPROVAL OF RESOLUTION 2024-13**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA ACCEPTING EASEMENTS; PROVIDING AN EFFECTIVE DATE.

**MOTION:        COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG  
MOVED TO BRING BACK RESOLUTION 2024-13 TO THE  
NEXT MEETING. MOTION PASSED (4-1 with  
COUNCILMEMBER SHORR DISSENTING).**

Public comment received from Cassie Suchy.

**REGULAR AGENDA:**

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**9. APPROVAL OF RESOLUTION 2024-14**

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 12<sup>th</sup> PLACE NORTH AND F 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.

Town Attorney Torcivia read the title of Resolution No. 2024-14 into the record.

**MOTION:        COUNCILMEMBER MANIGLIA/COUNCILMEMBER SHORR  
MOVED TO ADOPT RESOLUTION 2024-14 APPROVING THE  
ISSUANCE OF A PURCHASE ORDER FOR JOHNSON-DAVIS TO  
INSTALL FOR THE INSTALLATION OF A BRIDGE CULVERT  
AT 12<sup>TH</sup> PLACE NORTH AND F ROAD WITH A TOTAL COST OF  
\$136,640.00. MOTION PASSED UNANIMOUSLY (5-0).**

**10. APPROVAL OF RESOLUTION 2024-15**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, APPROVING A CONTRACT FOR CONSTRUCTION SERVICES WITH ATLANTIC SOUTHERN PAVING AND SEALCOATING, LLC, FOR TOWN FY24 ROAD PAVING PROGRAM; 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.

Director of Public Works Richard Gallant read the title of Resolution No. 2024-15 into the record.

Interim Town Clerk Oakes read into record the email from Rodrigo Godoy.

Public comment received from Annie Lemaster, Cassie Suchy, and Mike C., Jo Siciliano. Town Council discussion ensued.

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**MOTION:        COUNCILMEMBER MANIGLIA/COUNCILMEMBER SHORR  
MOVED TO APPROVE RESOLUTION NO. 2024-15 AWAR  
ING OF A CONTRACT TO ATLANTIC SOUTHERN PAVING AND  
SEAL CODING LLC FOR THE TOWN FY 2024 ROAD PAVING  
PROGRAM IFB # 2024-01 PROVIDING THAT NOTICE TO  
PROCEED FOR SEGMENTS BE ISSUED UPON INCLUSION IN  
THE CAPITAL IMPROVEMENT PLAN AND SUBJECT TO  
RECEIPT OF THE DESIGNATED FUNDING WITH GIVING MR.  
GALLANT, PUBLIC WORKS DIRECTOR, THE AUTHORITY TO  
CHANGE THE ORDER OF THE ROADS AT HIS DESCRETION  
REGARDING THE NEED AND IT MUST BE SIGNED BY FRIDAY  
AT 2 P.M. MOTION PASSED UNANIMOUSLY (5-0).**

**11.    APPROVAL OF RESOLUTION 2024-16**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, APPOINTING THE MEMBERS OF THE LOXAHATCHEE GROVES SCHOLARSHIP FUND COMMITTEE; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.

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A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, RESCINDING RESOLUTION NO. 2021-26; PROVIDING FOR USE BY DONATION OF FUNDS HELD IN THE LOXAHATCHEE GROVES SCHOLARSHIP FUND; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.

**Item removed from the agenda.**

**12.    PROPOSED ORDINANCE NO. 2024-03 – FIRST READING**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA ADOPTING CHAPTER 2 “ADMINISTRATION”, ARTICLE VII “TOWN ADVISORY BOARDS” TO PROVIDE FOR APPLICABILITY, COMPOSITION, QUORUM, ELIGIBILITY, QUALIFICATIONS, APPOINTMENT, TERMS, REMOVAL, VACANCIES, OFFICERS, COMPENSATION, AND PROCEDURES REGARDING TOWN ADVISORY BOARDS; REORGANIZATION AND REVISIONS TO CHAPTER 34 PLANNING AND DEVELOPMENT TO ENSURE COMPLIANCE WITH NEW TOWN ADVISORY BOARD ARTICLE AND FOR OTHER PURPOSES; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

Town Attorney Torcivia read the title of Ordinance No. 2024-03 into the record.

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Public comment received from Cassie Suchy. Town Council discussion ensued.

**MOTION:        MAYOR KANE/COUNCILMEMBER MANIGLIA MOVED TO AMEND THE AGENDA. MOTION PASSED UNANIMOUSLY (5-0).**

**MOTION:        COUNCILMEMBER MANIGLIA/VICE MAYOR HERZOG MOVED TO APPOINT MANISH SOOD TO FAAC, LISA EL-RAMEY AND TODD MCLENDON TO PLANNING & ZONING, AND ROBERT SULLIVAN TO AGRITOURISM. MOTION PASSED UNANIMOUSLY (5-0).**

**MOTION:        COUNCILMEMBER MANIGLIA/COUNCILMEMBER SHORR MOVED TO EXTEND SUNSET OF THE AGRITOURISM MEETING UNTIL APRIL 11<sup>TH</sup>. MOTION PASSED UNANIMOUSLY (5-0).**

Councilmember Maniglia made a motion and later removed her motion. There was no second for the motion.

**By consensus, the Town Council directed the staff and attorney to bring back both options for discussion to a future agenda now that they have a legal opinion on the conflict.**

**DISCUSSION ITEMS:**

13. Discussion on Rules of Procedure for the Town Council (Resolution No. 2019-65) and Boards and Committees (Resolutions No. 2015-18)

Town Manager Ramaglia provided the Rules of Procedure for the Town Council (Resolution No. 2019-65) and Boards and Committees (Resolution No. 2015-18).

14. Discussion on Town Council's Meeting Schedule

Mayor Kane asked if other councilmembers wanted to add any water grants to the May 21<sup>st</sup> meeting. Councilmember Maniglia suggested adding discussion on the TPA grant to one of the June meetings.

15. Discussion regarding Roadway & Drainage and CIP Updates

Director of Public Works Richard Gallant provided the Roadway & Drainage and CIP updates.

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Public comment received from Cassie Suchy. Town Council discussion ensued.

**16. Updates and Items of Interest**

Town Manager Ramaglia presented the Updates and Items of Interest.

**REPORTS BY THE TOWN ADMINISTRATION:**

**Town Manager** commented positively on the meeting, noting the smooth transition, good energy, and celebratory atmosphere with the cake and recognition. She reminded attendees that this time of year is considered special event season due to the favorable weather. She mentioned receiving a late afternoon call regarding a potential event at Southern Palms, though details were unclear. Ramaglia emphasized that special event permits typically require a 30-day advance application, though a short-form permit may be available. She encouraged anyone aware of upcoming events to notify the town office so staff can assist and ensure compliance with necessary permits and traffic or safety considerations.

**Town Attorney** welcomed everyone, and the new line-up made him feel like he was watching the Yankees.

**Town Clerk** had no report.

**Public Works Director** welcomed the Mayor to the Council and thanked Marianne for her service.

**STATEMENTS BY THE TOWN COUNCIL:**

**Council Member Phillis Maniglia (Seat 1)** thanked everyone for participating in what she described as an unprecedented election. She expressed gratitude for the support, especially recognizing Anita. She shared that the election was particularly challenging for her due to personal health matters and encouraged everyone—regardless of age or gender—to visit the doctor if something feels wrong and not to delay medical checkups. She concluded by thanking voters for allowing her to serve another three-year term on the Council.

**Council Member Laura Danowski (Seat 2)** stated that the last review of the HR manual occurred in August 2022. She shared that she recently had an impromptu conversation with the Director of Engineering at the Transfer Path Analysis (TPA) regarding Okeechobee and the related grant. She mentioned that she passed the information from that discussion along to the Town Manager and the Project Coordinator, who confirmed they followed up. She concluded by saying she is looking forward to seeing what direction the town takes with the matter.

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**Council Member Anita Kane (Seat 3)** expressed his gratitude and honor in serving on the Council and now sitting as Mayor, noting that it was not something he anticipated three months ago. She commented that it was a great meeting and thanked everyone for their participation, including the residents who attended, as well as the staff for their preparation and continued work in supporting upcoming meetings.

**Council Member Robert Shorr (Seat 4)** asked how are tracking the appropriations of \$750,000.00 and what is the status of requesting the refund funds and spending the money. Town Manager Ramaglia provided an update on drainage-related funding and upcoming projects. She noted that the agreements with the state have been signed, and the first report is due on April 20<sup>th</sup>. The town plans to fund one of the culvert bridges not covered by FEMA. Additionally, an estimated \$400,000 will be allocated for culvert replacements at canal intersections, requiring a formal bid process. That would leave approximately \$250,000, which the town plans to use for connecting catch basins to culverts installed the previous year. She mentioned that drainage will be discussed further at an upcoming meeting due to the complexity and number of moving parts. Ms. Ramaglia stated that the town remains in the Governor's office to review for another \$750,000 in funding this year. A question was raised about whether some tree removal efforts could be funded using tree mitigation money. This confirmed the town has collected such funds and acknowledged that Article 87 of the code isn't very clear on how it can be spent. However, she believes there may be a logical connection that could allow its use and added that Richard had already suggested this possibility. Councilmember Shorr addressed his fellow council members regarding the historic silos on D Road. He acknowledged that the silos are located on private property and that the town currently has no control over them. He noted that the structures, believed to have been erected around 1918, are historically significant to the town. Councilmember Shorr expressed interest in exploring future opportunities, such as obtaining grants, to restore the silos or otherwise incorporate them into the town's heritage. He invited feedback from the council on the idea.

**Council Member Margaret Herzog (Seat 5)** was concerned about the roads as to when they're being done, surveyed, or staked and if anything will be added to it. Director of Public Works Richard Gallant explained the process used for preparing roads for paving. It begins by identifying property locations and determining the road center. Depending on the road, the alignment may be shifted slightly to one side to create an open space for equestrians to ride safely off the main road surface. Shell or similar material is used in these areas. He explained the team uses transits and equipment to shoot elevation grades after laying down the rough shell rock, which serves as the base layer. Final grading is done based on those elevation measurements before paving begins.

**ADJOURNMENT**

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There being no further business before the Council, Councilmember Maniglia moved to adjourn the meeting at 9:23 PM, which was seconded by Councilmember Danowski and passed unanimously (5-0).

**TOWN OF LOXAHATCHEE GROVES,  
FLORIDA**

**ATTEST:**

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Interim Town Clerk

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Mayor Anita Kane, Seat 3

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Vice Mayor Margaret Herzog, Seat 5

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Councilmember Phillis Maniglia, Seat 1

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Councilmember Laura Danowski, Seat 2

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Councilmember Robert Shorr, Seat 4