

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

701 Northpoint Parkway, Suite 209
West Palm Beach, Florida 33407-1950
561-686-8700 Telephone / 561-686-8764 Facsimile
www.torcivialaw.com

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
Elizabeth V. Lenihan*
Ruth A. Holmes
Ben Saver
Tanya M. Earley
Amelia Jadoo
Daniel Harrell, Of Counsel

April 17, 2025

VIA ELECTRONIC MAIL ONLY

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

RE: Quarterly Report 2024-2025 Q2

Dear Town Council:

In the 2024-2025 fiscal year, our office continued our representation of the Town as Town Attorney. In this capacity, in the second quarter of the fiscal year, we provided over 831 hours of legal work to the Town, generally comprised of the activities below.

- Attended:
 - 3 Town Council meetings
 - 2 Advisory Board meetings
 - 1 Code Enforcement Special Magistrate Hearings
 - 29 Meetings with Council Members, staff, and residents
- Drafted/Reviewed for legal sufficiency, approximately:
 - 17 Resolutions
 - 14 Ordinances
 - 8 Agenda Items/Supplemental staff reports
 - 36 Contracts
 - 16 Code Enforcement cases (including appeals, lien searches and releases)
 - 22 Development matters (including pre-application matters)
 - 4 Policies and Procedures
 - 3 Forms (including application, permit, and code enforcement related forms)
 - 1 Notices

April 17, 2025

Page 2

- 1 Easement
 - 1 Presentation
 - 1 Litigation
- Counseled regarding:
 - Ethics matters, personnel matters, assessments, nonconformities, declarations of emergency, amendments to the District's Water Control Plan, review various matters for the water control district, elections, advertising requirements, Special District requirements, business impact statements, quorum and voting requirements, fireworks, business tax receipts, public records requests, conservation easement enforcement, permits, business tax receipts, agricultural exemptions, annexation, code enforcement, foreclosure, annual audit response livestock waste, level of service.

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

Sincerely,

A handwritten signature in blue ink, reading "Glen J. Torcivia". The signature is fluid and cursive, with the first name "Glen" and last name "Torcivia" clearly legible.

Glen J. Torcivia