



# Town of Loxahatchee Groves Town Council Meeting

Tuesday, September 23, 2014 - 7:00 p.m. to 10:30 p.m.

*(Times established by Resolution No. 2014-08... commencing at 7:00 p.m., and ending no later than 10:30 p.m., which can be extended by motion of the Council.)*

Loxahatchee Groves Water Control District, 101 West "D" Road

Mayor David Browning (Seat 4)  
Vice Mayor Ronald D. Jarriel (Seat 1)  
Councilman Tom Goltzené (Seat 5)  
Councilman Ryan Liang (Seat 3)  
Councilman Jim Rockett (Seat 2)

Town Manager Mark Kutney  
Town Clerk Janet K. Whipple  
Town Attorney Michael D. Cirullo, Jr.

Tentative  
Subject to Revision

## **PUBLIC NOTICE/AGENDA** **FINAL MILLAGE AND FINAL BUDGET**

### **1. OPENING**

- a. Call to Order & Roll Call
- b. Pledge of Allegiance & Invocation – Mayor Browning
- c. Approval of Agenda

### **2. CONSENT AGENDA**

- a. Consideration for renewal of Tew and Taylor Fiscal Year 2014/2015 Contract for Code Enforcement Related Services.
- b. Consideration for renewal of Frank Schiola's Fiscal Year 2014/2015 Independent Contractor Agreement for Public Works and Solid Waste Consulting Services.
- c. Approval of Town Manager Change

3. **PUBLIC COMMENT**
4. **PRESENTATIONS** – *NONE*

5. **COMMITTEE REPORTS** - *NONE*

6. **RESOLUTIONS**

- a. **RESOLUTION NO. 2014-12: PUBLIC HEARING / FINAL MILLAGE**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ESTABLISHING AND ADOPTING THE FINAL MILLAGE FOR THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PURSUANT TO THE BUDGET SUMMARY FOR THE FISCAL YEAR 2014-2015, IN ACCORDANCE WITH CHAPTER 200, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING FOR AN EFFECTIVE DATE.

- b. **RESOLUTION NO. 2014-13: PUBLIC HEARING / FINAL BUDGET**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014 AND ENDING SEPTEMBER 30, 2015; ADOPTING FISCAL POLICIES; AND PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

7. **ORDINANCES** – *NONE*

8. **ADMINISTRATIVE UPDATE** – *Town Manager Kutney*

9. **OLD BUSINESS**

- a. Update and Discussion of Central Palm Beach County Chamber of Commerce Building.

10. **NEW BUSINESS**

11. **CLOSING COMMENTS**

- a. Public
- b. Town Attorney
- c. Town Council Members

12. **ADJOURNMENT**

*The next regular Town Council Meeting is tentatively scheduled for October 7, 2014.*

**Comment Cards:** Anyone from the public wishing to address the Town Council must complete a Comment Card before speaking. This must be filled out completely with your full name and address and given to the Town Clerk. During the meeting, before public comments, you may only address the item on the agenda in which is being discussed at the time of your comment. During public comments, you may address any item you desire. Please remember that there is a three (3) minute time limit on all public comment. Any person who decides to appeal any decision of the Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which included testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate should contact the Town Clerk's Office (561-793-2418), at least 48 hours in advance to request such accommodation.

# Underwood Management Services Group, LLC

840 N.E. Stokes Terrace  
Jensen Beach, Florida 34957  
Telephone: 772.233.1511

William F. Underwood, II  
Managing Partner  
Email: umsg@att.net

## Memorandum

**To:** Honorable Mayor and Town Council

**From:** William F. Underwood, II, ICMA-CM, CGFO   
Partner Underwood Management Services Group, LLC

**Date:** September 23, 2014

**Subject:** Town Manager Change

Pursuant to the Town Charter and Professional Services Agreement with Underwood Management, the Town Manager serves at the pleasure of the Town Council, and as such Paragraph 2(e) of the Management Agreement states the Town Council must approve any changes to the Town Manager position in advance.

Please accept my memorandum as official notification that Mark Kutney will be stepping down as Town Manager effective September 30, 2014. We would respectfully request the Council join me in wishing Mark success in his future endeavors.

At this time, it is requested the Town Council authorize the appointment of William F. Underwood, II, as the Town Manager effective October 1, 2014, for the Town of Loxahatchee Groves as stipulated in the Management Agreement as well. Upon concurrence by the Town Council to the appointment, a resolution will be presented to the Town Council on October 7, 2014, to formally confirm the appointment.

Thank you for your consideration and cooperation in this matter. I would like to assure the Town Council and citizens that staff and I will continue to provide services that you expect and require. I look forward to working with the Town Council.

WFUII

cc: Mark Kutney, Town Manager  
Mike Cirullo, Town Attorney