

**LOXAHATCHEE GROVES WATER CONTROL DISTRICT /  
TOWN OF LOXAHATCHEE GROVES  
INTERGOVERNMENTAL COORDINATION (IGC) COMMITTEE MEETING  
FRIDAY, JUNE 25, 2010 / 3:00 P.M.**

Call to Order at 3:15 P.M. / Roll Call

Present: Frank R. Spence – Town Manager, Town of Loxahatchee Groves  
Ron Jarriel, – Town Council Member, Town of Loxahatchee Groves  
Clete J. Saunier, P.E. – Administrator, LGWCD - MODERATOR  
Darlene Crawford – Secretary-Treasurer, LGWCD

Also Present: Lynnette R. Ballard – Administrative Secretary, LGWCD

Pledge of Allegiance / Invocation led by Mr. Saunier.

SUBJECT: AGENDA APPROVAL. Mr. Saunier requested approval of the agenda.

MOTION: Mr. Jarriel made a motion to approve the Agenda. Ms. Crawford seconded the motion.

ACTION: **MOTION PASSED 4 TO 0.**

SUBJECT: APPROVAL OF MINUTES FROM MAY 21, 2010 IGC COMMITTEE MEETING. Mr. Saunier asked if there were any additions, deletions, or comments to the minutes from the May 21, 2010 IGC Committee meeting. There were none.

MOTION: Ms. Crawford made a motion to approve the minutes from the May 21, 2010 IGC Committee meeting. Mr. Spence seconded the motion.

ACTION: **MOTION PASSED 4 TO 0.**

SUBJECT: 40<sup>TH</sup> STREET NORTH / CANAL ACCESS ROAD. Mr. Saunier stated, at the last IGC Committee meeting, the Committee discussed the possibility of establishing a lower speed limit on 40<sup>th</sup> Street North. Mr. Saunier stated this would require the Town's involvement. The warning signs were ordered during the week of June 7-11, 2010, and lead time is six weeks. Mr. Saunier suggested a speed limit sign be posted underneath the warning signs, but the final decision would be up to the Town Council.

Mr. Saunier asked Mr. Spence what is involved with establishing a lower speed limit. Mr. Spence replied the Town certainly has the right to establish a lower speed limit, and suggested the speed limit be lowered to 10 or 15 mph.

Mr. Saunier asked Mr. Spence to coordinate this issue with the Town's Attorney.

Ms. Crawford asked for confirmation that Mr. Spence will ask the Town's Attorney if the Town has a right to impose a speed limit on that road. Mr. Spence replied in the affirmative.

Mr. Jarriel stated he would like to have this item placed on the next Town Council meeting agenda (July 6, 2010). Mr. Spence agreed.

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: NON-DISTRICT ROAD MAINTENANCE POLICY. Mr. Saunier stated he spoke with the Town's Attorney, who indicated the Town is in the process of creating an outline of a non-District (Town) road maintenance policy. Mr. Spence replied in the affirmative.

Ms. Crawford asked whether this item would eventually be brought before the Town Council for approval. Mr. Spence replied in the affirmative.

Mr. Jarriel stated the Town needs to establish the definition of a Town road. Mr. Saunier agreed. Mr. Jarriel stated he would like this issue placed on the next Town Council agenda.

Mr. Jarriel stated his definition of a Town road is any public right-of-way where trash pick-up and mail delivery services are provided.

Ms. Crawford stated there are several landowners who believe their driveways are actual roads, and therefore expect the District to pay for improvements to their driveways.

Mr. Jarriel stated driveways should never be included in road repairs that are made and paid for by the District and/or the Town.

Mr. Saunier suggested the Town determine whether a given road easement has been recorded. He suggested the Town make that a stipulation of its road maintenance policy.

Mr. Jarriel agreed with Mr. Saunier, and asked Mr. Saunier if he would be willing to present his ideas to the Town Council. Mr. Saunier replied in the affirmative and stated he intends to attend the Town Council meetings when this issue is discussed.

Ms. Crawford asked for confirmation that the factors to be considered when establishing the definition of a road are: (1) mail delivery, (2) trash pick-up, and (3) an easement. Mr. Spence replied in the affirmative.

Mr. Saunier stated the Town's Attorney will probably advise the Town Council that in order to become a Town road, an easement should be recorded. This would most likely require a survey, depending upon how the easement is described on each of the individual lots.

Ms. Crawford asked for confirmation that all landowners within Loxahatchee Groves pay assessments for the 29 miles of District roads to be graded so they can all access their properties. Mr. Saunier stated that is correct. Ms. Crawford stated that all landowners, regardless of where they live, have to use one or more of the major roads to get to their side streets. Mr. Saunier replied in the affirmative and stated the assessments also include drainage services provided by the District.

Mr. Spence stated he will place this item on the next Town Council meeting agenda (July 6, 2010).

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: DISTRICT-TOWN FUNDING AGREEMENT FOR ROAD MAINTENANCE – FY 2010-2011. Mr. Saunier asked Mr. Spence when the Funding Agreement for Road Maintenance would be presented to the Town Council for approval.

Mr. Spence asked whether the \$240,000.00 was included in the original ILA. Mr. Saunier stated the ILA states "The Town agrees to reimburse the District an amount not to exceed \$240,000.00." The ILA was executed on July 14, 2009.

Mr. Saunier noted the District has been submitting qualified expense payments for reimbursement from the Town (i.e., qualifies for gas tax revenue use).

Mr. Jarriel inquired as to how much money has been used out of the \$240,000.00. Mr. Saunier replied the District has billed the Town \$203,290.82 to date.

Mr. Saunier stated the new ILA in the amount of \$130,000.00 should become effective on October 1, 2010. Mr. Spence agreed.

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: ACCEPTANCE OF 22<sup>ND</sup> ROAD NORTH / COUNTY-OWNED PARCEL. Mr. Spence stated there is nothing new to report on this item as of yet.

Mr. Jarriel stated John Choquette provided a quote in the amount of \$9,000.00 to clean the ditch associated with this parcel. Mr. Saunier asked Mr. Jarriel if there is a drainage connection at the end of that ditch. Mr. Jarriel stated there is a culvert that goes underneath "C" Road, but it is in poor condition.

Mr. Jarriel asked Mr. Saunier to contact Dennis Painter of A & B Engineering, Inc. to request a cost estimate for surveying this parcel. Mr. Saunier stated he would be willing to contact Mr. Painter.

Mr. Jarriel stated he would be willing to contact the County Engineer, George Webb, to ask whether the County could survey this parcel.

Mr. Spence stated he would ask Commissioner Santamaria about this issue.

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: DEDICATION OF 148<sup>TH</sup> TERRACE NORTH. Mr. Saunier stated he spoke to Barbara Richardson of Shutts & Bowen, the attorney that represents the title insurance company (Attorneys Title Insurance Fund) for several landowners along 148<sup>th</sup> Terrace North. He is not certain whether there are some title issues, but there has been a delay in this process. Mr. Spence stated dedication of this road is being reviewed by the Town Attorney. He stated he would like to schedule a meeting with Mr. Saunier, the District's Attorney, the Town's Attorney, and himself to discuss this further. Mr. Saunier agreed.

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: POLICY REGARDING CULVERTS ON TOWN ROADS; NEED FOR PERMITS. Mr. Spence stated this item was discussed at the last Town Council meeting. The discussion related to the requirements for when a property does not drain into a District canal, and whenever a culvert does not exist, whether the Town can make a landowner install a culvert. Mr. Spence asked whether the Town should follow the District's uniform standards. Mr. Saunier replied in the negative and explained that the District's uniform standards are designed only for those structures that connect to the District's rights-of-way.

Mr. Saunier suggested the Town should advise affected landowners that they are required to meet the Town's standards whenever the Town takes over a road easement (on a Town road). A standard should be established for driveways and driveway culverts. Mr. Saunier suggested Mr. Spence contact Tanya Quickel at Indian Trail Improvement District and Gale English at South Indian River Water Control District to inquire about their standards for driveways and driveway culverts.

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

SUBJECT: SETTING OF NEXT MEETING DATE AND TIME. The Committee agreed to schedule its next meeting for Friday, July 23, 2010 at 3:00 p.m. David DeMarois will serve as the District representative on the IGC Committee, and Ron Jarriel will remain the Town representative on the IGC Committee.

There was no further discussion by the IGC Committee on this item.

MOTION: No motion was necessary.  
ACTION: **NO ACTION WAS TAKEN.**

### **MEMBER COMMENTS**

Ms. Crawford stated Bryan Road has been repaired by the District and it appears to be in very good condition.

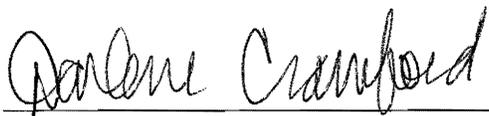
Mr. Jarriel requested the District's Field Superintendent periodically inspect Bryan Road, and advise Town Staff of any needed repairs.

Mr. Jarriel stated he obtained a cost estimate to resurface the OGEM work on Bryan Road, including installation of speed tables. The estimate was approximately \$50,000.00.

**PUBLIC COMMENTS**

There were no comments by the public.

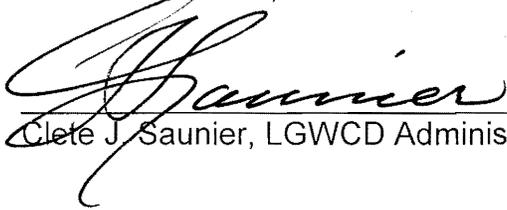
The meeting was adjourned by the Committee at 4:25 p.m.



Darlene Crawford, LGWCD Sec-Treasurer



Ron Jarriel, Town Council Member



Clete J. Saunier, LGWCD Administrator



Frank R. Spence, Town Manager