



# Town of Loxahatchee Groves

155 F Road • Loxahatchee Groves, Florida 33470 • (561) 793-2418 [www.loxahatcheegrovesfl.gov](http://www.loxahatcheegrovesfl.gov)

**Date:** April 14, 2020  
**From:** Jamie Titcomb, Town Manager  
**To:** Residents, Applicants, Vendors & local government partners  
**RE:** "COVID-19" Emergency Memo #5 / Mid-April Status Update

## **COVID-19 Pandemic Emergency Declarations & Status Updates:**

- All group meetings, committees and boards remain cancelled through the end of April.
- The next **Regular Town Council Meeting** (RTCM) is scheduled to be held on Tuesday, May 5<sup>th</sup> starting at 7:00 PM. Public Comment may be submitted in writing or email to the Town Clerk office until 6:30 PM on the day of the meeting. Currently closed to public, access will be provided via video streaming and captioning located from our website.
- Meetings for staff and town officials can be made in advance by appointment only. These meetings will likely be held via digital/telephonic means to reduce risk to all involved.
- All updates and information sought related to active town applications for permits, planning, zoning determinations and floodplain development compliancy can be submitted to the town via our digital portal at: [permits@loxahatcheegrovesfl.gov](mailto:permits@loxahatcheegrovesfl.gov). We are moving toward digital receipt and review services to improve service in these tough times.
- Every effort is being made to facilitate quicker turn-around time on available town services and response. If you have difficulty getting through, try contacting our staff or service providers via our website links, or email to request status updates for works in the cue.

For latest information on COVID-19, issues and protocols visit the town website or:

- <http://discover.pbcgov.org/coronavirus/Pages/default.aspx>
- <https://floridahealthcovid19.gov/>

The Town's top priority continues to be providing basic services, effective emergency management, intergovernmental cooperation and protection of safety, health and welfare for the town and its residents during the COVID-19 pandemic emergency. Limited operations and facility access continue in place in cooperation with county and state emergency declarations to protect our town residents, contract services and staff.

We apologize for any inconveniences and limited town access to services these times may cause our residents; we appreciate your understanding and cooperation.

  
James Titcomb  
Town Manager