



**Lake Park Town Commission, Florida**  
**Regular Commission Meeting Minutes**  
**Wednesday December 20, 2023**

Immediately Following the Special Call Community Redevelopment Agency Meeting

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

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<b>Roger Michaud</b>	—	<b>Mayor</b>
<b>Kimberly Glas-Castro</b>	—	<b>Vice-Mayor</b>
<b>John Linden</b>	—	<b>Commissioner</b>
<b>Mary Beth Taylor</b>	—	<b>Commissioner</b>
<b>Judith Thomas</b>	—	<b>Commissioner</b>
<b>John D'Agostino</b>	—	<b>Town Manager</b>
<b>Thomas J. Baird, Esq.</b>	—	<b>Town Attorney</b>
<b>Vivian Mendez, MMC</b>	—	<b>Town Clerk</b>

*PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person 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 record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

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**CALL TO ORDER/ROLL CALL**

7:28 P.M.

PRESENT:

Mayor Michaud

Vice-Mayor Glas-Castro

Commissioner Linden

Commissioner Thomas

ABSENT: Commissioner Taylor

**PLEDGE OF ALLEGIANCE**

Pledge was bypassed as it was read in the previous meeting.

**SPECIAL PRESENTATION/REPORT:**

NONE

**PUBLIC COMMENT:**

*This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.*

NONE

**TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:**

Town Attorney Baird had no comments.

Town Manager D'Agostino provided comments (Exhibit A).

Vice-Mayor Glas-Castro wished everyone a happy holiday.

Mayor Michaud also wished everyone a happy holiday.

Commissioner Linden spoke about the Santa letter writing campaign and that Santa had responded to these letters. He spoke about a traffic problem on Silver Beach Road and 10<sup>th</sup> Avenue and requests some sort of resolution. Commissioner Linden read out loud his resignation letter resigning from the Commission as of December 28, 2023. He stated the reason for the resignation is the new requirement to file a Form 6.

Mayor Michaud wished Commissioner Linden luck in his future endeavors.

Vice-Mayor Glas-Castro stated that she appreciates what Commissioner Linden brought to the dais and thanked him for his service to the Town.

Commissioner Thomas introduced her son, John Thomas.

Mayor Michaud extended condolences to the Robertson family of Lake Park for their recent loss. The Commission took a moment of silence.

**CONSENT AGENDA:**

Motion made to approve the Consent Agenda by Vice-Mayor Glas-Castro, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Linden, and Commissioner Thomas.

*All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda. Any person wishing to speak on an agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.*

1. December 6, 2023 Regular Commission Meeting Minutes
2. Resolution 97-12-23 Authorizing and Directing the Mayor to Execute an Agreement between the Town of Lake Park and Water Resources Management Associates, Inc. for Post Design Support and Project Management Services related to the 2nd Street Resurfacing and Green Infrastructure Project.
3. Resolution 98-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and Baxter & Woodman, Inc. for the provision of Continuing Professional Services on an as-needed basis.
4. Resolution 99-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and Coteleur & Hearing Landscape Architecture, LLC for the provision of Continuing Professional Services on an as-needed basis.
5. Resolution 100-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and Carnahan, Proctor & Cross, Inc. for the provision of Continuing Professional Services on an as-needed basis.
6. Resolution 101-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and DDEC, LLC for the provision of Continuing Professional Services on an as-needed basis.
7. Resolution 102-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and Engenuity Group, Inc. for the provision of Continuing Professional Services on an as-needed basis.
8. Resolution 103-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and J Morton Planning

and Landscape Architecture for the provision of Continuing Professional Services on an as-needed basis.

9. Resolution 104-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and Kimley-Horn and Associates, Inc. for the provision of Continuing Professional Services on an as-needed basis.
10. Resolution 105-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and O'Rourke Engineering & Planning for the provision of Continuing Professional Services on an as-needed basis.
11. Resolution 106-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and REG Architects, Inc. for the provision of Continuing Professional Services on an as-needed basis.
12. Resolution 107-12-23 Authorizing and Directing the Town Mayor to Execute a Professional Services Agreement between the Town of Lake Park and Water Resources Management Associates, Inc. for the provision of Continuing Professional Services on an as-needed basis.
13. Letter requesting the Florida department of Environmental Protection to release deed restrictions on Parcel 1A, Parcel 3 and Parcel 5 relating to the Marina P3 development project.

**QUASI-JUDICIAL PUBLIC HEARING (RESOLUTION): NONE**

**PUBLIC HEARING(S) - ORDINANCE ON FIRST READING: NONE**

**PUBLIC HEARING(S) - ORDINANCE ON SECOND READING: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

Motion was made by Vice-Mayor Glas-Castro to move item #17 so that it would be heard directly after the consent agenda. Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Linden, and Commissioner Thomas.

17. Approval of the Ground Leases for the P3 Project Components.

Town Attorney Baird provided a status update. He stated that a conference call would need to be scheduled.

14. Resolution 108-12-23 Renewal of the C.A.P. Building Official, Inspections and Related Services.

Town Manager D'Agostino explained the item. C.A.P. representative Carlos Penin answered questions from the Commission about revisions to legislation and the 40 year certifications.

Motion made to approve Resolution 108-12-23 by Commissioner Thomas, Seconded by Commissioner Linden.

Commissioner Linden suggested that they need to look at people who have filled out applications who had been delayed.

Mr. Penin stated that he is eager to receive feedback so that they can improve.

Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Linden, and Commissioner Thomas.

15. Review of the Proposed Traffic Flow Modification via a Temporary Access Road at Lake Shore Drive and the Marina Entrance to Accommodate Construction Improvements Associated with the Nautilus 220 Project.

Town Manager D'Agostino explained the item. Capital Projects Manager John Wille explained the scope of the item and the need for a temporary access road.

Commissioner Thomas asked about the location of the proposed road. Tony Costa from Kast explained the location (Exhibit B). He stated that he anticipates starting the project in January 2024.

Motion made to approve the proposed traffic flow modification to be completed within 3 months by Vice-Mayor Glas-Castro, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Linden, Commissioner Thomas

16. Salary Increase for the Town Manager.

Town Manager D'Agostino explained the item via Exhibit C. Vice-Chair Glas-Castro asked if the contract would need to be amended. Town Manager D'Agostino explained

that the contract state the Commission has the authority to provide salary increases during the contract period. Vice-Mayor Glas-Castro stated that if they are not going to amend the salary that the salary should at least be subject to the same increase that the Town employees get such as cost of living and merit increases. Commissioner Linden stated he is in favor of the 2% cost of living and the 2% merit increases annually each year as suggested. He could not support any large adjustment. Vice-Mayor Glas-Castro suggested that in the future, if the Commission does not take action to do something more specific, the Town Manager would at least receive the same thing that the employees receive, when it comes to cost of living and merit. Commissioner Thomas agreed with the proposed suggestion. Mayor Michaud praised the Town Managers for all his achievements since he started working for the Town. He agreed with the suggestion. Motion made to increase the Town Managers salary to \$163,828.00 by Commissioner Thomas, Seconded by Vice-Mayor Glas-Castro.

Motion was modified by Vice-Mayor Glas-Castro asked that a provision be made to the Town Manager's contract that "should the Town Commission not take other action each year that the Manager, at least, as a default, get the same as the Town employees for cost of living and merit. Commissioner Thomas seconded the amendment to the motion.

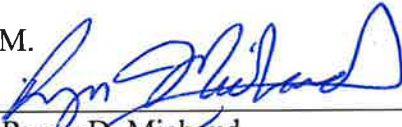
Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Linden, and Commissioner Thomas.

**REQUEST FOR FUTURE AGENDA ITEMS:**

NONE

**ADJOURNMENT:**

8:52 P.M.

  
\_\_\_\_\_  
Mayor Roger D. Michaud

  
\_\_\_\_\_  
Vivian Méndez, Town Clerk

  
\_\_\_\_\_  
Laura Weidgans, Deputy Town Clerk



Approved on this 3rd of January, 2024



## TOWN MANAGER COMMENTS

### TOWN COMMISSION MEETING Wednesday, December 20, 2023

Exhibit A

#### COMMUNITY DEVELOPMENT

- Ordinances/Resolutions in Process:
  - (ORD) ADUs (Accessory Dwelling Units)
  - (ORD) Live Local Act
  - (ORD) Parks & Public Facilities Regulations
  - (ORD) Golf Carts
  - (ORD) Mobile Vendors (including Mobile Food Dispensing Vehicles, i.e. food trucks)
  - (ORD) Seawalls
  - (ORD) Modifications to the Outdoor Storage regulations to better regulate temporary storage containers/structures
  - (ORD) Modifications to the Commercial Vehicles Code to define “work van”
  - (RESO) Two-Year Amnesty Period for Gravel Driveways (following approval of this Resolution, courtesy notifications will be provided to owners along with a copy of our grant application and criteria in the event they would like to apply and qualify – reminder notifications will also be sent every 6 months by U.S. Mail)
  
- **Projects/Applications (*some highlights – not all projects/initiatives are listed*):**
  - **The office/warehouse projects** are substantially completed and the Town is now able to offer over 600,000 square feet of new, build-to-suit office warehouse space.
  - **Texas Roadhouse** (within the Congress Business Park) – is moving forward quickly with construction.
  - **Clean Sweep Refuse** is also moving forward with construction.
  - **DXD Self-Storage** (Water Tower Road) – is moving forward quickly with construction.
  - **Empire Landscaping** (13<sup>th</sup> Street) is pending their construction permit submittal
  - **Northlake Promenade Apartments** (Twin Cities Mall Site) – Residential - In site plan review – 279 units (studio through 3 bedroom)/7 stories (the Village of North Palm Beach is currently reviewing the Master Plan for the redevelopment of their side. A joint Planning Board meeting will be held on Jan. 8<sup>th</sup> at 6pm in North Palm Beach and then the Village Council will render a final decision on the Master Plan). Staff will coordinate a courtesy presentation for the Town Commission in 2024 as well when additional development details are available.
  - **Residences at 10<sup>th</sup> & Park** (NE Corner of Park/10<sup>th</sup>) – Mixed-Use - In site plan review – 595 units (studio to 3-bedroom)/16 stories/16,000+ square feet of commercial (retail, restaurant)

- **Kelsey on Park** (SE Corner of Park/10<sup>th</sup>) – Mixed-Use resubmittal by the applicant to meet our current code is still pending.
- **700 Park Avenue** (vacant space where the Black Box Theatre used to be located) – staff is in receipt of a special exception application for a health center/gym, currently named, Mecca Performance Institute. This application is still in review and the proposed use may get modified to include a more modernized concept that provides additional community-serving, downtown-type components. Once all of staff's comments are finalized, the application will be brought forward to the Planning & Zoning Board for recommendation and then to the Town Commission for a final decision.
- **Town Code Overhaul** – Several departments will be working through a review of the entire Town Code to develop a process and timeline by which a complete Code Overhaul can be completed by September 30, 2026 with the ARPA funds that have been appropriated to this initiative. More information will be forthcoming in early 2024, along with information on the required Request for Proposal to retain a consultant(or collective group of consultants).
- **P3 Marina Redevelopment** – the Master Plan PUD submittal was received today. It will be reviewed by Staff in early January. Once comments are finalized, it will move forward to the Planning & Zoning Board and then to the Town Commission.

The Community Development Department has several projects/initiatives that are ongoing. The updates provided this evening are not all-inclusive. For any and all additional information related to the various projects/initiatives, please contact the Department directly (561-881-3319).

## **HUMAN RESOURCES**

### **Job Openings:**

Dock Attendant -- Hourly rate: \$18.91 to \$30.25  
 Groundskeeper -- Hourly rate: \$16.51 to \$26.42  
 Lead Groundskeeper -- Hourly rate \$18.91 to \$30.25  
 Library Assistant – Children's -- Hourly rate: \$15.43 to \$24.69  
 Maintenance Worker -- Hourly rate: \$18.91 to \$30.25  
 Receptionist/Cashier – Hourly rate \$18.91 to \$30.25  
 Sanitation Foreman – Hourly rate \$26.52 to \$42.43  
 Sanitation Truck Operator I -- Hourly rate: \$18.91 to \$30.25  
 Sanitation Truck Operator II -- Hourly rate: \$21.65 to \$34.63  
 Stormwater Technician II -- Hourly rate: \$21.65 to \$34.63  
 Public Works Director – Salary range: \$115,002.64 to \$184,004.23 per year  
 Recreation Supervisor -- Salary range: \$ 51,545.59 to \$82,472.94 per year

All of the above positions are open until filled.

To view the complete job posting for the above position or to download an employment application, please visit the Town's official website at [www.lakeparkflorida.gov](http://www.lakeparkflorida.gov) . For



additional information please contact the Town's Human Resources Department at 561-881-3300 and choose Option 8.

## **SPECIAL EVENTS**

### **Lake Park Elementary Caroling Event**

Students from Lake Park Elementary are caroling tonight, **Wednesday, December 20**, from 5:45 p.m. – 6:45 p.m. The students will start at Lake Park Elementary, travel north towards Foresteria, west towards 6<sup>th</sup> street, south on 6<sup>th</sup> street, east on Evergreen and back to the school. For more information, contact the Special Events Department at 561-840-0160.

## **RESIDENTIAL SANITATION SCHEDULES**

The residential sanitation schedule for the week of December 25 is as follows:

- **Monday 12/25:** No service in observance of Christmas
- **Tuesday 12/26:** Garbage cart and vegetation collection
- **Wednesday 12/27:** Recycling cart collection
- **Thursday 12/28:** Garbage cart and bulk trash collection

The residential sanitation schedule for the week of January 1 is as follows:

- **Monday 1/1:** No service in observance of New Year's Day
- **Tuesday 1/2:** Garbage cart and vegetation collection
- **Wednesday 1/3:** Recycling cart collection
- **Thursday 1/4:** Garbage cart and bulk trash collection

## **UPCOMING HOLIDAY CLOSURES**

- The Lake Park Public Library will be closed on Saturday, December 23.
- All Town departments will be closed on Monday, December 25, in observance of Christmas.
- All Town departments *other than the Lake Park Harbor Marina* will be closed December 26 and December 27.
- All Town departments will be closed on Monday, January 1, in observance of the New Year Holiday.

Lake Park Elementary

School presents...

# 4TH ANNUAL HOLIDAY CAROLING NIGHT!

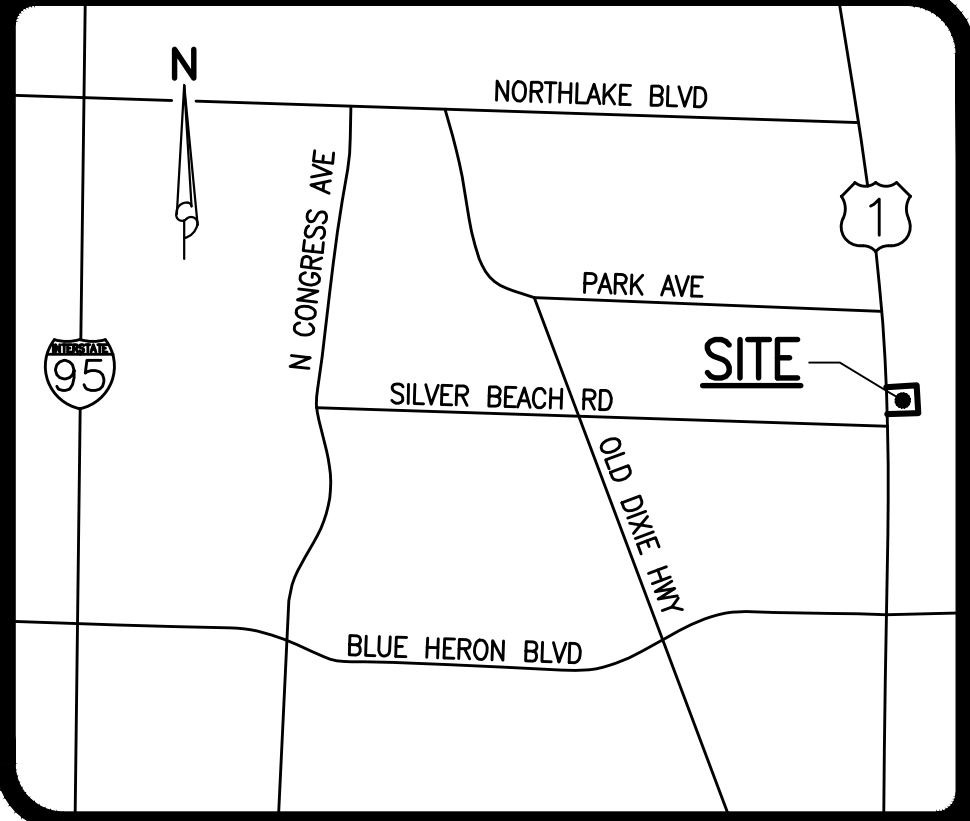
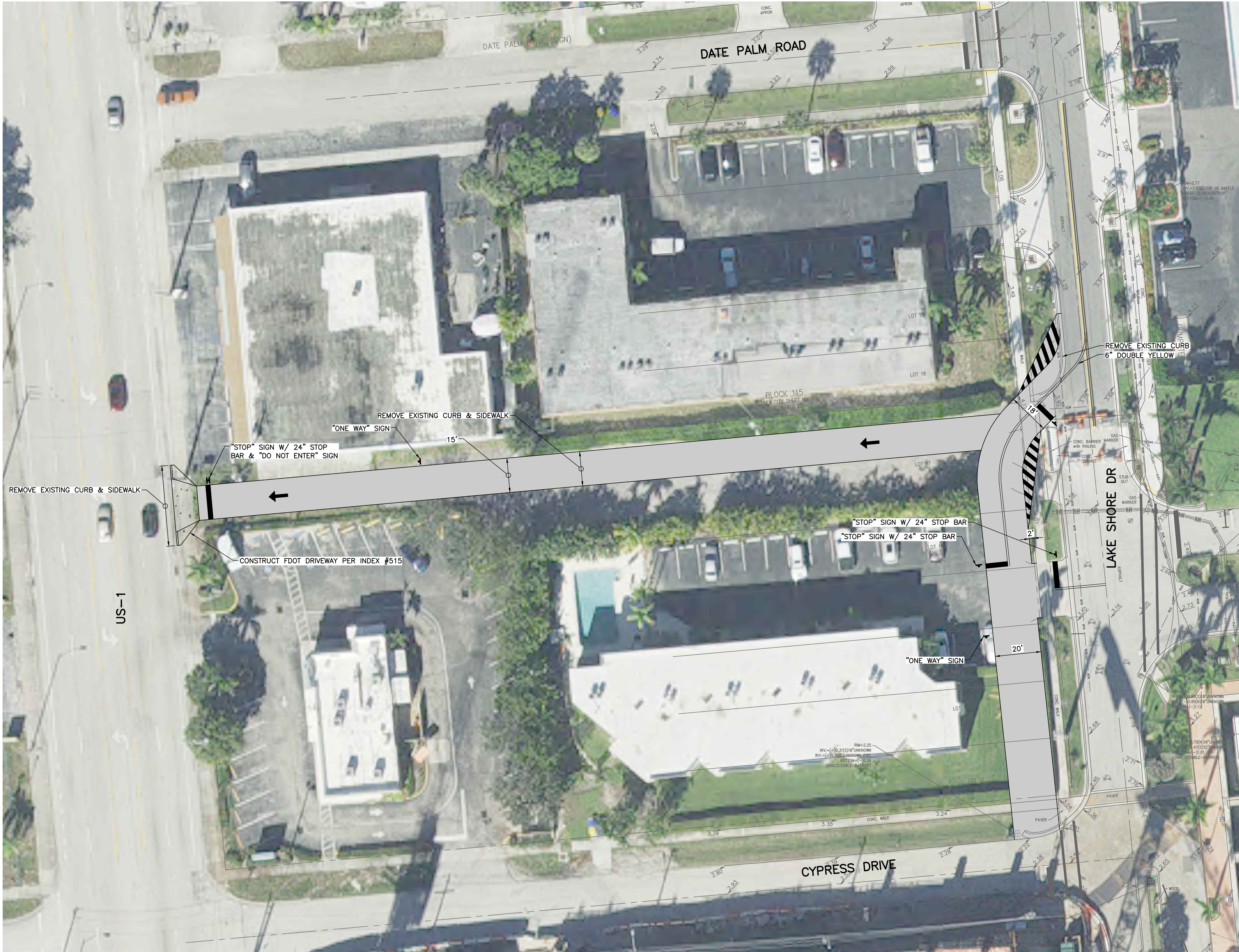
**WHEN: DECEMBER 20 TH  
5:45 - 6:45 PM**

WHERE: STARTING AT LAKE PARK  
ELEMENTARY (410 3RD ST.) WE WILL  
WALK NORTH TO FORESTERIA, WEST  
TO 6TH ST., SOUTH ON 6TH, AND EAST  
ON EVERGREEN BACK TO THE  
SCHOOL ON 3RD ST.

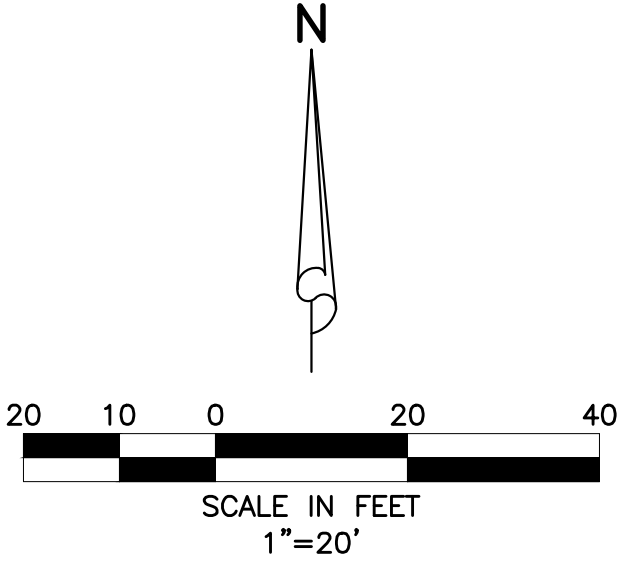


QUESTIONS: 561-494-1328





LOCATION MAP  
NOT TO SCALE



**PAVEMENT SPECIFICATIONS:**  
SURFACE - 1 1/2" A.C.S.C TYPE S-3  
BASE - 8" LIMEROCK BASE  
SUBGRADE - 12" COMPACTED SUBGRADE

12/5/2023



NAUTILUS 220  
SECTION 21, TOWNSHIP 42S., RANGE 43E.  
TOWN OF LAKE PARK, FLORIDA  
TEMPORARY ACCESS PLAN

REVISIONS

DESIGN E.C.	DRAWN C.O.	CHECKED	APPROVED	DATE
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JOB NO. 19-038	DRAWING NO. 19038Z22	SHEET 1 OF 1
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## Town of Lake Park Town Commission

### Agenda Request Form

Meeting Date: December 20, 2023

Agenda Item No.

#### Agenda Title: Compensation for Town Manager

- |                                     |   |                          |                |
|-------------------------------------|---|--------------------------|----------------|
| <input type="checkbox"/>            | SPECIAL /REPORTS                                    | <input type="checkbox"/> | CONSENT AGENDA |
| <input type="checkbox"/>            | BOARD APPOINTMENT                                   | <input type="checkbox"/> | OLD BUSINESS   |
| <input type="checkbox"/>            | PUBLIC HEARING ORDINANCE ON 1 <sup>st</sup> READING |                          |                |
| <input checked="" type="checkbox"/> | NEW BUSINESS  |                          |                |
| <input type="checkbox"/>            | OTHER: WORKSHOP _____                               |                          |                |

Approved by Town Manager **John D'Agostino** Digitally signed by John D'Agostino  
DN: cn=John D'Agostino, o=Town of  
Lake Park, ou=Town Manager,  
email=jdagostino@lakeparkflorida.g  
ov, c=US  
Date: 2023.11.28 17:24:23 -05'00' Date: \_\_\_\_\_

**John O. D'Agostino, Town Manager**

Name/Title

<b>Originating Department:</b>  Town Manager	Costs:\$ 0 Funding Source: General Fund Acct. # [ ] Finance _____	<b>Attachments:</b>  •
<b>Advertised:</b> Date: _____ Paper: _____ [ X ] Not Required JOD	All parties with interest in this agenda item are t notified of the meeting date and time.	___ Yes, I Notified everyone OR _ X ___ Not applicable in this case  <b>Please initial one.</b>

**Summary Explanation/Background:** The anniversary date of hire for the Town Manager is May 1, 2015. Over the past several years, the manager has established an aggressive development vision and direction for the Town. Town Commission plays a significant role in the success of such projects as Nautilus 220, Lake Park Innovation Center, Storage and Office Warehouse developments. Many of these projects are either in construction, received a certificate of occupancy or are in the review stages by staff and the Planning and Zoning Board. The Manager has also invested time and energy in improving publically owned buildings, implementing technology upgrades for the Commission Chambers. Spearheaded a P3 development initiative for the upgrade and expansion of the Lake Park Harbour Marina. Increased response time to requests for work orders by supporting the

integration of a web based program for residents to report problems directly to Public Works. Electronic storage of all vital public records according to the State of Florida's requirements to store, retain and maintain public records. I am sure there are a myriad of other initiatives not mentioned herein. My purpose is to provide the Commission with a sampling of initiatives, success and results achieved over the past few years, and throughout my tenure as Town Manager.

The implementation of Green Infrastructure Technologies for run off through the Town's drainage system and the Statewide Innovation Award for Stormwater treatment in the Town of Lake Park. The Town received three separate awards for the Lake Shore Drive Bioswale and smart street design initiative.

Furthermore, staff and I do not settle for cookie cutter solutions, as their manager, I encourage opportunities for staff to think outside of the box providing unique and critical solutions to problems facing our community. I do not micromanage employees, I provide guidance and suggestions when requested by staff members. I facilitate an environment of creativity driven by a desire to improve the condition of our community and leaving the community far better than when I arrived here on May 1, 2015. I have spent over 40 years in the field of public management. During this time I have accumulated a wealth of experience and information which I share with staff on a regular consistant basis.

I appreciate any consideration given to this request for a salary increase. When I started on May 1, 2015, I was making \$117,000 per year. Under that contract, I had a one year term with an additional one year option. On 6/15/2016, The term was changed to a five year contract. On 10/1/2016, my salary increased by 3% to \$120,515. On 10/1/2018, I received a 5% increase resuting in a salary of \$126,541. On Janaury 29, 2020, I received a true-up of vacation time with no change in salary. On 4/21/2021 my salary was increased to \$140,000 with an additional five year agreement. That salary increase was 10.6% increase from my previous salary. My salary as of this meeting remains at \$140,000.

Had I been treated like every employee of the Town in terms of compensation receiving a 2% merit and a 2% COLA, my starting salary of \$117,000 would be \$163,828 today.

**Recommended Motion:** To be determined by the Town Commission upond discussion and motion to approve a yearly salary increase of \_\_\_\_\_.