



## Lake Park Town Commission, Florida

### Regular Commission Meeting

Wednesday, October 18, 2023 at 7:53 P.M.

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>Brett Lashley</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

7:53 P.M.

#### PRESENT

Mayor Roger Michaud

Commissioner John Linden

Commissioner Mary-Beth Taylor

Commissioner Judith Thomas

#### ABSENT

Vice-Mayor Kimberly Glas-Castro

#### PLEDGE OF ALLEGIANCE

The pledge was recited during the Special Call Community Redevelopment Agency 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.*

Steen Eriksson of Palm Beach Gardens wanted to give the Town some Lake Park Fire Department memorabilia and talked about the history of the Lake Park Fire Department and the Christmas in Dixie Parade.

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

Town Attorney Lashley had no comments.

Town Manager D'Agostino provided comments via Exhibit "A. The Commission came to a consensus to hold a ribbon cutting ceremony for the new W. Ilex Park Playground on November 7<sup>th</sup> at 4:00 P.M.

Commissioner Linden thanked Mr. Eriksson for the memorabilia gift. He also spoke about Ordinance 09-2023 and is concerned with the cost of the dumpsters and wants to make sure the numbers are correct before voting. He spoke about the Gala Celebration and that everyone had a great time. He thanked Special Events Director Riunite Franks for putting everything together.

Commissioner Thomas also stated that the Gala Celebration was great and she thanked Special Events Director Franks and Grant Writer/Chief Public Information Officer Merrell Angstreich. She announced that the 5K run/walk will be on January 13, 2024 and encourages participation. She also stated that November 3, 2023 will be the last Friday night ride at 6:00 P.M. at the Brew House.

Commission Taylor had no comments.

Mayor Michaud stated the Gala was a great event and recognized Special Events Director Franks. He also recognized Grant Writer/Chief Public Information Officer Angstreich for the creation of the Lake Park book. Mayor Michaud would like to encourage continuation of the Community Ride and looks forward to the upcoming conference the Commission will be attending.

**CONSENT AGENDA:**

*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.*

Motion made to approve the Consent Agenda by Commissioner Thomas, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Commissioner Taylor

1. Resolution 79-10-23 Authorizing and Directing the Town Manager to Spend Budgeted Funds from the Sanitation Fund Budget to Acquire One (1) New Front-End Loader Refuse Truck and One (1) New Automatic Side-Loader Refuse Truck.
2. Resolution 80-10-23 Authorizing and Directing the Town Manager to Spend Budgeted Funds from the Stormwater Fund Budget to Acquire One (1) New Vacuum Truck and One (1) New Skid Loader.
3. October 4, 2023 Regular Commission Meeting Minutes

**BOARD MEMBER NOMINATION: NONE**

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

**PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:**

4. Ordinance 09-2023 Solid Waste

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING ARTICLES I, II, IV AND V OF CHAPTER 24, OF THE TOWN'S CODE OF ORDINANCES PERTAINING TO SOLID WASTE; PROVIDING FOR AMENDMENTS TO THE DEFINITIONS, GENERAL TEXT, AND CERTAIN PROCEDURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager D'Agostino stated that the rate had already been set for this initiative and he stated that the proposed new definitions will align with what the Town is charging properties. Public Works Director Travieso advised that this Ordinance is separate from the rate that would affect certain properties whose cost will increase significantly. He stated that this Ordinance only addresses language, not rates.

Commissioner Linden asked about one property whose rate had increased significantly. Public Works Director Travieso advised that the amount the individual provided was the total for his combined properties, not for a single property. Mayor Michaud advised that the complaint of this individual has no bearing on this item, which only addresses language, not rates. He stated for the record “This Ordinance is simply on verbiage”.

Commissioner Thomas asked Public Works Director Travieso if he had been in contact with this individual. Public Works Director Travieso stated that yes, he had communicated with him and they had provided him with information, but he was not satisfied with that. He stated that the Town will be providing recycling workshops to educate properties how they can reduce their costs by recycling.

Motion made to approve Ordinance 09-2023 by Commissioner Thomas, Seconded by Commissioner Taylor.

Voting Yea: Mayor Michaud.

Voting Nay: Commissioner Linden

Attorney Lashley read the Ordinance by title only.

#### **PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:**

5. Ordinance 08-2023 Tree Planting Publicly.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 78-83 OF CHAPTER 78 OF THE TOWN CODE PERTAINING TO LANDSCAPING AND PUBLICLY ACCESSIBLE GREENWAY TREE PLANTING REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Planner Anders Viane explained that nothing had changed since first reading.

Motion made to approve Ordinance 08-2023 by Commissioner Linden, Seconded by Commissioner Taylor.

Voting Yea: Mayor Michaud, Commissioner Thomas.

Attorney Lashley read the Ordinance by title only.

## **OLD BUSINESS:**

6. Update on the Proposed Traffic Calming Town Ordinance and Request for Direction from the Town Commission Regarding Desired Review Process and Approval Process.

Town Manager D'Agostino provided a summary of the item. Public Works Director Travieso provided a presentation (see Exhibit "B"). Commissioner Linden asked when this will be ready. Public Works Director Travieso stated that they would be looking to bring this Ordinance back in November 2023 for first and second reading after the Town Attorney has reviewed it. Town Manager D'Agostino spoke about a numerical evaluation that will be used to determine needs for enhancement. Commissioner Thomas stated she wasn't sure what was included in the uniform review. Public Works Director Travieso stated that Palm Beach County Sheriff's Office (PBSO) staff would be making recommendations based on a set of criteria that relates to internal procedures to ensure consistency. Commissioner Thomas asked what the advisory body would be. Town Manager D'Agostino suggested it be a combination of professional staff and consultants. Commissioner Thomas talked about time constraints for projects to be completed within the fiscal year. Public Works Director Travieso stated that allocated funds would roll over to the next fiscal year and funding would not be lost. Commissioner Thomas asked about the application process. Public Works Director Travieso advised there would be an application that would need to be submitted along with a permit fee of \$50. Commissioner Thomas stated she feels the fee is too low. Commissioner Taylor feels that \$50 is not too high or too low. Mayor Michaud asked how the requests would be processed if there is a 3 project limit. Public Works Director Travieso stated that the applications would be prioritized on a first come first serve basis and subsequent applications would be rolled over to the next fiscal year and applications would go before the Commission for approval.

## **NEW BUSINESS:**

7. Resolution 85-10-23 Authorizing and Directing the Mayor to Execute an Agreement with Flock Group, Inc., to Furnish, Install, and Service a Vehicle License Plate Recognition System.

Town Manager D'Agostino explained the item. Public Works Director Travieso introduced Mr. Frank Danihel with Flock Group Inc. attending via Zoom. Captain Gendreau explained why the Palm Beach County Sheriff's Office has transitioned from Vetted to Flock. Mr. Danihel explained that they expect the Village of North Palm Beach to transition in the coming year. Commissioner Linden asked what the advantage was with an automatic renewal. Mr. Danihel explained that the automatic renewal, after the initial five-years, for an additional two-years was

standard language for Flock contracts. This would lock in customers to a cost for two-years, should there be a price increase.

Motion made to approve Resolution 85-10-23 by Commissioner Linden, Seconded by Commissioner Taylor.

Voting Yea: Mayor Michaud, Commissioner Linden, Commissioner Taylor, Commissioner Thomas.

8. 2023 Veteran's Day Car Show Requests.

Town Manager D'Agostino explained the item. Special Events Director Riunite Franks explained that the total cost to waiver for this event was \$3,122.

Motion made to approve the \$930.00 in order to sponsor the Veteran's Day Car Show by Commissioner Thomas, Seconded by Commissioner Taylor.

Voting Yea: Mayor Michaud, Commissioner Linden, Commissioner Taylor, Commissioner Thomas

**REQUEST FOR FUTURE AGENDA ITEMS:**

Commissioner Thomas asked to receive the sidewalk improvement program and schedule.

**ADJOURNMENT:**


10:12 P.M.

Motion made to adjourn by Commissioner Thomas, Seconded by Commissioner Taylor.

Voting Yea: Mayor Michaud, Commissioner Linden, Commissioner Taylor, Commissioner Thomas

**FUTURE MEETING DATE:** Next Scheduled Regular Commission Meeting will be held on November 1, 2023.

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

  
\_\_\_\_\_  
Vivian Mendez, Town Clerk

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

Approved on this 1 of November, 2023





## **TOWN MANAGER COMMENTS**

### **TOWN COMMISSION MEETING Wednesday, October 18, 2023**

#### **HUMAN RESOURCES**

##### **Job Openings:**

- Administrative Assistant (in the Public Works Department) – Hourly rate: \$18.91 to \$30.25
- Dock Attendant – Hourly rate: \$18.91 to \$30.25
- Groundskeeper—Hourly rate: \$16.51 to \$26.42
- Library Assistant – Children's – Hourly rate: \$15.43 to \$24.69
- Sanitation Truck Operator Trainee – Hourly rate: \$17.67 to \$28.27
- 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
- Maintenance Worker – Hour rate: \$18.91 to \$30.25
- 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**

##### **Sunset Celebration Fall Festival**

The Sunset Celebration Fall Festival will be held on **Friday, October 27** from 6:00 p.m. – 9:00 p.m. at the Lake Park Harbor Marina. There will be live entertainment, a full bar, happy hour prices, and a variety of food, art and craft vendors. For more information, contact the Special Events Department at 561-840-0160.

#### **LAKE PARK PUBLIC LIBRARY**

Due to circumstances beyond our control, the Lake Park Public Library will be closed until further notice. We apologize for any inconvenience.

October 22 through October 28 is Read for the Record week. Please join us at the Lake Park Public Library for readings of With Lots of Love by Jenny Torres Sanchez with

illustrations by André Ceolin. “A beautiful, lyrical story about a girl who moves from her home in Central America to the United States, and everything she leaves behind and longs for—especially her Abuela—as she makes a new life.” There will also be a cosponsored reading with Bridges on Thursday at 5:30 PM, and on Saturday, we will have our final reading day full of fun, including a piñata and special guest readings by Vice-Mayor Glas-Castro at noon and Commissioner Linden at 3:00 PM. There is a Storywalk in Kelsey Park until the end of October, readings at Brooklyn Cupcake at noon on Tuesday, October 24, and readings in English and Spanish at the Sunset Celebration on Friday, October 27, around 7:30 PM or 8:00 PM. For more information, please stop in at 529 Park Avenue or contact the Lake Park Public Library at 561-881-3330.

### **TOWN COMMISSION CONSENSUS**

The Public Works and Special Events Departments are seeking feedback from the Town Commission on their availability to attend a Ribbon Cutting Ceremony for the new W. Ilex Park Playground, as follows:

- Tuesday, November 7 at 4:00 PM
- Wednesday, November 8 at 4:00 PM
- Thursday, November 9 at 4:00 PM

### **HOLIDAY LIGHT DISPLAY STAKEHOLDER MEETING**

The Business Before Breakfast meeting held on October 10, 2023 at the Brewhouse Gallery included a presentation by the Town Manager and town Staff on Holiday Light Displays to the Stakeholders. The meeting became problematic when we discussed marketing and at some point during the discussion became accusatory towards staff. Remember, we were present to discuss the coordination of a holiday light display between the 700 to 900 block of Park Avenue. Staff spent a considerable amount of time internally preparing for the display including MOT measures, an increase in public safety personnel from the Sheriff's Office to working on plans to provide access for two properties within the 700 block that required alternative access points from the property if the 700 to 900 block was closed off over the Friday and Saturday night display periods. The MOT plan would also provide access to businesses along Park Avenue when the 700-900 blocks are closed to traffic on Friday and Saturday Nights.

At the October 10, 2023 meeting only four businesses signed up to work with us on a Passport campaign for the Friday, and Saturday night Holiday Light Street closures. We believe the group did not include a majority of Lake Park businesses located in the CRA boundaries when only four businesses signed up to partner with the CRA. Four businesses in the CRA interested in participating in the Passport program is not sufficient to host such an initiative.

The meeting venue could only be held at the Brewhouse Gallery. Our initial plan was to provide breakfast for the group in the Commission Chambers whereby we could film and tape the meeting, Jo Brockman called to say a poll was taken and everyone wanted to have



the meeting at the Brewhouse Gallery. Given the tone of the meeting, staff became the target of their frustrations.

A few weeks before the October 10, 2023 meeting, I attended the same Stakeholder meeting to discuss the concept of a holiday light display, the idea was met with overwhelming support and a desire to partner with the CRA to get plugged in and become a participating business. Not sure what happened between that period of time and the meeting on October 10, 2023. I have to believe there might be a change of heart in supporting the event. We will proceed with the event and we plan to contact all businesses in the CRA outside of the Business before Breakfast group and partner with businesses that feel this initiative will help their businesses in a positive, respectful and sincere manner to ensure the success of the Holiday Light Display and ultimately their respective businesses. We do not have to do the Holiday Light Display at a cost of \$227,000. We believe such events are necessary to bring interest and traffic into the CRA.

As we move to build personnel capacity within the CRA district, staff can only serve businesses in the CRA. We plan to task the staff to create a business group of Lake Park CRA businesses because the CRA by Law can only spend TIFF dollars on CRA activities and businesses located within the geographic boundaries of the CRA.

# **SUNSET CELEBRATION FALL FESTIVAL**



**FRIDAY, OCTOBER 27, 2023  
6:00 PM - 9:00 PM  
LAKE PARK HARBOR MARINA  
105 LAKE SHORE DRIVE  
LAKE PARK, FL 33403**

**JOIN US FOR A FAMILY-FRIENDLY EVENT WITH LIVE  
ENTERTAINMENT, FOOD VENDORS, ART & CRAFT  
VENDORS, TRICK OR TREATING AND A COSTUME  
CONTEST. ADMISSION & PARKING ARE FREE.  
FOR MORE INFORMATION CONTACT THE  
SPECIAL EVENTS DEPARTMENT AT 561-840-0160**

## Janet Perry

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**From:** Janet Perry  
**Sent:** Wednesday, October 18, 2023 4:12 PM  
**To:** John DAgostino  
**Cc:** Roberto Travieso; Riunite Franks; Vivian Mendez  
**Subject:** FW: Commission Consensus Question for 10/18/23 Town Commission Meeting  
**Importance:** High

Below is the response I received from the Vice-Mayor via email.

I can try to make the 7th,  
But have a Pension Board meeting that starts at 2:00 and I never know how long it will last.  
I can't Make the 8th or 9th at 4:00, sorry.

Sent from my mobile device

*Janet Perry, A.P.C.*

Executive Assistant to the Town Manager  
Office of the Town Manager

**TOWN OF LAKE PARK**

535 Park Avenue  
Lake Park, FL 33403  
561-881-3304  
561-881-3314 (fax)  
[www.lakeparkflorida.gov](http://www.lakeparkflorida.gov)



**Please note: Florida has a very broad public records law. Written communication regarding Town business are public records available to the public upon request. Your e-mail communications are therefore subject to public disclosure. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entry, instead contact this office by phone or in writing. Section 668.6076, F.S.**

**From:** Janet Perry  
**Sent:** Wednesday, October 18, 2023 2:02 PM  
**To:** 'Kimberly Glas-Castro' <kglas-castro@lakeparkflorida.gov>  
**Cc:** John DAgostino <jdagostino@lakeparkflorida.gov>; Roberto Travieso <rtravieso@lakeparkflorida.gov>; Riunite Franks <rfranks@lakeparkflorida.gov>

**Subject:** Commission Consensus Question for 10/18/23 Town Commission Meeting

**Importance:** High

Good Afternoon Vice-Mayor,

It is my understanding you will not be in attendance at tonight's meetings where the information below will be part of the Town Manager's comments.

**The Public Works and Special Events Departments are seeking feedback from the Town Commission on their availability to attend a Ribbon Cutting Ceremony for the new W. Ilex Park Playground, as follows:**

- **Tuesday, November 7 at 4:00 PM**
- **Wednesday, November 8 at 4:00 PM**
- **Thursday, November 9 at 4:00 PM**

We are seeking your feedback please.

Thank you.

*Janet Perry, A.P.C.*

Executive Assistant to the Town Manager  
Office of the Town Manager

**TOWN OF LAKE PARK**

535 Park Avenue

Lake Park, FL 33403

561-881-3304

561-881-3314 (fax)

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# Traffic Calming Program Overview and Operating Procedures

**Roberto Travieso**  
*Public Works Director*





# Presentation Agenda



1. What is Traffic Calming?
  - a. Definition
  - b. Benefits
2. Eligibility Criteria
3. Implementation Procedures
4. Other Considerations



# Traffic Calming Definition



Traffic Calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users.

*- National Institute of Transportation Engineers*



# Traffic Calming Benefits



Traffic calming strategies reduce hazardous speeds for motor vehicles and the severity and frequency of motor vehicle collisions. Additionally, traffic calming increases the safety and the perception of safety for non-motorized street users, reduces the need for police enforcement, and enhances the street environment, among other benefits.





# Eligibility Criteria



The Town Commission shall consider a request for placement of traffic calming measures upon meeting all the following criteria:

1. The street is publicly dedicated, maintained by the town and located within a residential zoning district;
2. The area to be traffic calmed is at least 600 feet in length, between intersections;
3. The street is not an alley or a dead-end;

## Eligibility Criteria (Cont.)



4. The street is not part of a bus route, a detour route, an evacuation route and/or an important access route for emergency vehicles; and will not block access to fire hydrants or impair travel for fire, rescue or solid waste vehicles.
5. A traffic study has been completed by Town staff or a qualified consultant contracted by the Town to determine and analyze traffic counts;
6. The 85th percentile speed is greater than 30 mph for those streets posted at 25 mph, or greater than 35 mph for those streets posted at 30 mph;

## Eligibility Criteria (Cont.)



7. Traffic counts on the street are more than 500 but less than 3,000 vehicles per day;
8. For requests for a street identified on the Town's Mobility Plan, the requested traffic calming measures must be consistent with the Town's Mobility Plan and will require prioritization of such street by the Town Commission, contingent on available funds;



## Eligibility Criteria (Cont.)



9. There must be written support, in the form of a petition with names, signatures and property addresses, from at least 75 percent of the residents whose properties front the area proposed to be traffic calmed. Such support must include 51 percent of the actual property owners.



# Implementation Procedures



Requestor  
submits  
Application

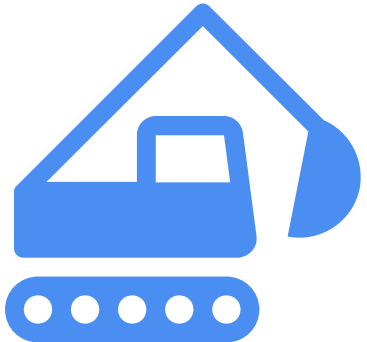
Traffic Study

Application  
Review\*

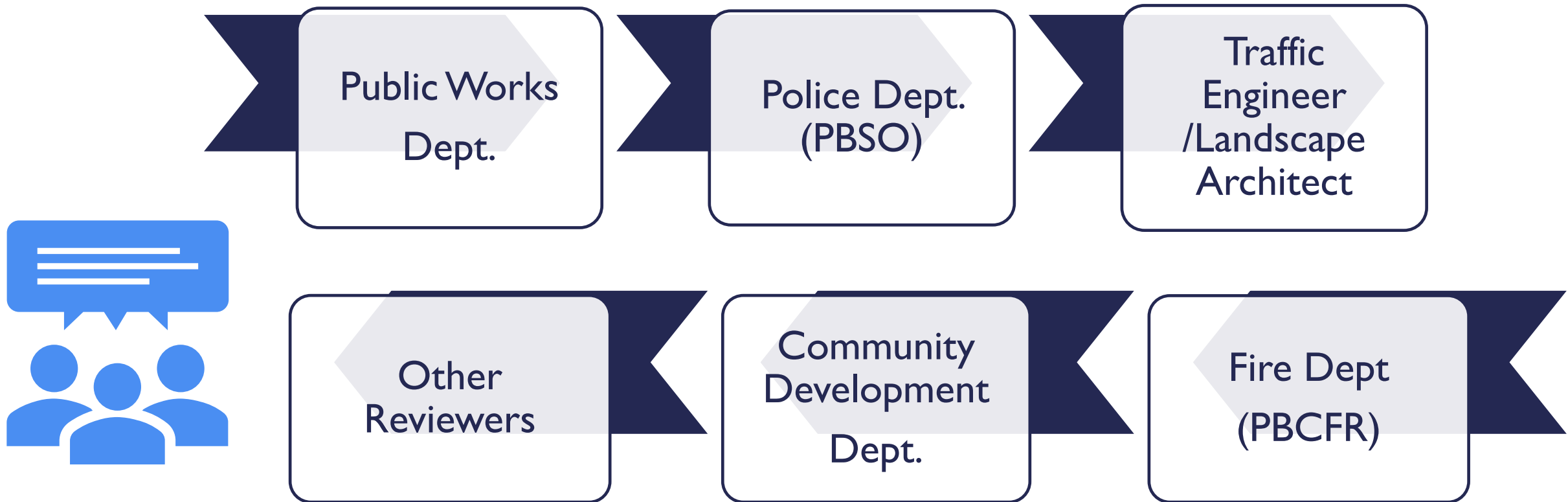
Construction  
of Traffic  
Calming  
Device

Procurement  
Process

Public Hearing  
• Application  
Approved?



# Application Reviewer Workflow\*



# Other Considerations



- Application consists of the Town Application Form, Petition Form, and Application Fee payment (\$50 for FY-24)
- Ordinance limits annual applications to three (3) per Fiscal year
- **Traffic Study/Review Period:** Within Sixty (60) days from receipt of a complete application
- **Presentation to Town Commission:** Within Ninety days from receipt of a complete application
- Projects quota excludes Town-initiated traffic calming projects, that may be initiated at the Town's discretion

## Other Considerations (Cont.)



- Town's Purchasing Ordinance and other applicable policies/procedures still apply
- Once approved, Town staff will proceed expeditiously to design and implement approved projects
- Funding from Mobility Fees currently available
- Town assumes maintenance responsibility for traffic calming devices on Town-owned roads
- Once adopted, program information, forms will be posted on Town's website and the program will be advertised to the public



# Learn More About Traffic Calming



Visit the Town's Public Works Department webpage to information about Traffic Calming and other programs.



[www.lakeparkflorida.gov/projects](http://www.lakeparkflorida.gov/projects)



[\(561\) 881-3345](tel:(561)881-3345)



[publicworks@lakeparkflorida.gov](mailto:publicworks@lakeparkflorida.gov)





## **Discussion/Questions**



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

Commission

MEETING DATE: 10-18-23

Cards must be submitted before the item is discussed!!  
\*\*\*Three (3) minute limitation on all comments

Name: STEEN ERIKSSON  
Address: 4350 GUM AVE PRG

If you are interested in receiving Town information through Email, please  
provide your E-mail address:

I would like to make comments on the following Agenda Item:

I would like to make comments on the following Non-Agenda Item(s):

GIFT OF FIRE DEPT MEMORABILIA

**Instructions:** Please complete this card, including your name and address; once the card  
has been completed, give it to the Town Clerk. The Mayor will call your name when it is  
time for you to speak. Comments are limited to three (3) minutes per individual.