Lake Park Town Commission, Florida

Regular Commission Meeting Minutes

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

Wednesday August 05, 2026 6:30pm

Roger Michaud	__	**Mayor**
Michael Hensley	__	**Vice Mayor**
John Linden	__	**Commissioner**
Michael O'Rourke	__	**Commissioner**
Judith Thomas	__	**Commissioner**
Richard J. Reade	__	**Town Manager**
Thomas J. Baird	__	**Town Attorney**
Laura Weidgans	__	**Deputy Town Clerk**

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 contract the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

6:34 P.M.

PRESENT
Mayor Roger Michaud
Vice Mayor Michael Hensley
Commissioner Judith Thomas
Commissioner John Linden
Commissioner Michael O'Rourke

PLEDGE OF ALLEGIANCE

Mayor Michaud led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Motion to approve the agenda made by Vice Mayor Hensley, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Thomas, Commissioner Linden, Commissioner O'Rourke.

SPECIAL PRESENTATION/REPORT:

1. Proclamation - Florida Water Professionals Month - August 2026

   Mayor Michaud presented Mr. Jonathan Torres with the proclamation. Mr. Torres received the proclamation and thanked the Commission.

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.

-LaToya Flowers, Site Director for Bridges at Lake Park introduced herself and the value of Bridges to the community.

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.

Commissioner O'Rourke asked that the Town Manager request the property values for properties in the CRA from the Property Appraiser’s office.

Motion to approve the consent agenda made by Commissioner O'Rourke, Seconded by Vice Mayor Hensley.

Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Thomas, Commissioner Linden, Commissioner O'Rourke.

2. Regular Commission Meeting Minutes - July 15, 2026
3. Resolution 57-08-26 - Donation - Kelsey Park Pickleball Courts Benches - Kelsey-Naylor Family Foundation - $5,000

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

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

NEW BUSINESS:

4. Florida League of Cities Voting Delegate - Annual Conference - August 12 - 15, 2026.

   Motion to delegate Mayor Roger Michaud as the voting delegate for the Florida League of Cities annual conference made by Commissioner Linden, Seconded by Vice Mayor Hensley.

   Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Thomas, Commissioner Linden, Commissioner O'Rourke.

5. Discussion & Direction - Kelsey Park Splash Pad - Project Design, Location, Type of Water System, etc.

   Public Works Director Jaime Morales explained the item (Exhibit A) and that they are seeking direction from the Commission as to how to proceed with the project. Kimley-Horn representative Jonathan Haigh responded to questions of the Commission.

   Commissioner O'Rourke stated that it seems that this has gone on for a long time and delaying further could increase costs. Public Works Director Morales stated that the costs are only estimated at this time.

   Commissioner Thomas stated that if the amount of the grant was $438,000.00 and the Town would still be short $150,000.00 to $200,000.00 in order to construct the project. He also stated that the market and the demand will drive what the actual cost will end up being and it could end up being more than what was estimated. Vice Mayor Hensley expressed concern with being over budget for this item and stated that the decision for the concepts was supposed to come before the Commission. Kimley-Horn representative Jonathan Haigh stated that they had a presentation prepared for a previous meeting but the item was removed from the agenda.

   Commissioner Linden stated he is opposed to this right now until it is re-evaluated and that decisions have been made regarding location changes that the Commission was not aware of and now the project is way over-priced.

   Vice Mayor Hensley asked that if the previous recommendation made by Kimley-Horn and Capital Projects Manager John Wille to build the project on the north side, how it ended up on the south side. Public Works Director Morales stated that the south side was the result of the residents input during the community workshop. Vice Mayor Hensley stated that the decision should have come before the Commission and stated for the record that he personally did not make any decisions regarding that. Commissioner Linden asked who had authorized the change from north side to south side because Public Works does not have the authority to approve such a big item. Mayor Michaud stated that it is not the desire of the Commission to fund any part of this project through tax dollars and talked about scaling back to save money. Mayor Michaud asked for clarification regarding the location of the project affecting the overall cost because of the distance from the existing underground pipes.

Project Manager John Wille confirmed that to be correct and that the project has to be within 200 yards from the existing restroom. Project Manager Wille suggested that they present concepts to the Commission along with a scaled down concept. He stated that the construction would need to begin by spring of next year in order to complete the project by the deadline. Commissioner Thomas stated that the Town needs to look for more money for this project. Commissioner Linden asked about the maintenance costs. Public Works Director Morales stated that if they chose a circulated feature, there would be maintenance costs because the Town does not have staff trained in that area. Commissioner O'Rourke asked if the flow-through option is maintainable within Town staff. Capital Projects Manager Wille stated that the flow-through design would be easily maintained. He also stated that they will come back before the Commission with various design concepts.

Public Comment:

-Brady Drew spoke about shade trees needed around the splash pad.

-Sue Lafontaine spoke about the cost of the splash pad and spoke against the flow-through design because it would be a waste of water.

The Commission stated by consensus that they wanted to move forward with a splash pad as opposed to a water feature. The Commission stated by consensus that they selected the south side as the location for the project. The Commission stated by consensus that they select the flow-through design. Commissioner Thomas asked for staff to research to see how the water from the flow-through design could be captured and reused in some way.

Commissioner O'Rourke suggested finding an environmental grant in order to pay for the circulating system. The Commission stated by consensus that they do not want to utilize Town funding for this project.

6. Resolution 58-08-26 – CDBG Grant Amendment #002 - Palm Beach County Department of Housing and Economic Development (DHED) - Kelsey Park Splash Pad Project - $37,209.

   Public Works Director Morales explained that this item is for the Town to accept the second amendment for the additional amount of $37,209 along with a time extension of one more year.

   Motion to approve Resolution 58-08-26 made by Commissioner O'Rourke, Seconded by Commissioner Thomas.

   Commissioner O'Rourke suggested that the acceptance of this resolution should not prevent staff from moving this project along. Commissioner Thomas asked if they could see the re-design before the end of 2026. Town Manager Reade committed to this and also stated that they may see something even sooner.

   Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Thomas, Commissioner Linden, Commissioner O'Rourke.

7. Resolution 59-08-26 – Lease-Purchase Finance Agreement – 2026 Mack LR64R Sanitation Truck with 2025 Heil Automatic Side Loader (ASL) – TD Bank – $393,889 (3.93% interest rate).

   Town Manager Reade explained that this item had come before them previously, but the interest rate has been adjusted down and this is strictly a clean-up item. Commissioner Thomas spoke about delays that could potentially affect vehicle availability. Town Manager Reade stated that the truck is still available.

   Motion to adopt Resolution 59-08-26 made by Commissioner O'Rourke, Seconded by Vice Mayor Hensley.

   Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Thomas, Commissioner Linden, Commissioner O'Rourke.

8. Resolution 60-08-26 - Agreement (RFQ #132-2025) - Marina Pumpout System Replacement - Marina Makers - $25,425.

Marina Director Jason Tenney explained that the company will remove the old motor and install the new one and troubleshoot the system. He stated that the vendor could take three to six weeks and that there will be a warranty in place.

Motion to approve Resolution 60-08-26 made by Vice Mayor Hensley, Seconded by Commissioner Thomas.

Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Thomas, Commissioner Linden, Commissioner O'Rourke.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

-Town Attorney Baird provided the Commission with an update on the proposed property tax amendments. He also advised that per the Commission's previous direction, they dismissed the lawsuit pertaining to 2nd Court and the property should be receiving their certificate of occupancy shortly. Town Attorney Baird stated that in the Sunshine Law case, the judge is anticipated to enter a final judgement which could be subject to appeal.

-Town Manager Reade announced the Back 2 School Extravaganza on Saturday August 8th from 10am to 1pm. He also announced Sunset Celebration on Friday August 28th from 6pm to 9pm. He thanked Special Events Director Riunite Franks for her hard work. Town Manager Reade stated that they will be having a workshop item on noticing requirements. He also spoke about a previous procurement project that had been erroneously titled.

-Commissioner O'Rourke had no comments.

-Commissioner Thomas spoke about a death in the family.

-Commissioner Linden thanked the Town Manager Reade and IT Director Paul McGuiness for live streaming the Planning and Zoning Board Meeting.

-Vice Mayor Hensley thanked residents who attended the community engagement event he held. He also wished all the returning students well and congratulations to Special Events Director for a recent family achievement.

-Mayor Michaud wished all the kids well returning to school and faculty returning to work.

ADJOURNMENT:

Motion to adjourn made by Commissioner Thomas, Seconded by Vice Mayor Hensley.
Voting Aye: All.
Meeting adjourned 8:04 pm.

FUTURE MEETING DATE: Next Scheduled Regular Commission Meeting will be held on August 19, 2026.

Mayor Roger D. Michaud

TOWN OF LAKE PARK
SEAL
Town Seal
FLORIDA

Town Clerk, Vivian Mendez, MMC

Deputy Town Clerk, Laura Weidgans

Approved on this 19 of August, 2026

Exhibit A

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date:	August 05, 2026
Originating Department:	Public Works
Agenda Title:	Discussion & Direction - Kelsey Park Splash Pad - Project Design, Location, Type of Water System, etc.

Approved by Town Manager: ______________________ **Date:** __________

Cost of Item:	No direct fiscal action; final cost and funding plan to return after Commission direction	**Funding Source:**	CDBG; additional requested CDBG; Public Improvement Fund and/or other eligible Town funding to be determined
Account Number:		**Finance Signature:**	

Advertised:

Date:	Not Applicable	**Newspaper:**	Not Applicable

Attachments:

Attachment A: Splash Pad Design Plans

Attachment B: Design Team’s Opinion of Probable Construction Cost

Attachment C: Kelsey Park Splash Pad Lifecycle Cost Analysis

Attachment D: Kelsey Park Splash Pad Public Input Summary

Please initial one:

__________ Yes, I have notified everyone.

JM Not applicable in this case

Summary Explanation/Background:

In August 2022, the Town Commission completed the Town’s Master Plan for Lake Shore Park and Kelsey Park, which were later identified as Kelsey Park East and Kelsey Park West. The approved Parks Master Plan identified a children’s splash pad water play feature as one of the key improvements for Kelsey Park East.

In August 2025, the Town issued a solicitation for architectural design and consulting services for the splash pad’s design and engineering. The Town received three (3) proposal responses, and Kimley-Horn and Associates, Inc.

was selected as the architectural design and engineering firm for the project.

On March 28, 2026, Town staff held a Community Workshop to provide information on the water play feature options under consideration and to gather community input. The Town's consulting engineering firm, Kimley-Horn, presented multiple splash pad concepts that included variations in location, shape, shade, site furnishings and spray-features.

The public input provided during the Workshop (approximately 10 attendees) suggested support for a (children's-based) a children's splash pad with an organic shape with a combination of ground sprays and interactive play features as well as adequate shade and seating. Additionally, the workshop identified considerations related to funding, surfacing, seating, changing-area needs, water treatment, and long-term maintenance.

Following the Community Workshop, this item (as previously requested by the Town Commission and outlined during the Workshop) was planned to be brought back to the Town Commission to determine the type of water feature (i.e., children's splash pad or water fountain feature) along with the location and water system type prior to additional engineering work being completed.

Note: The design plans (i.e., project scope, design documents, funding approach, and construction solicitation package documents) were planned to be developed based on further direction provided by the Town Commission. However, according to the Town's consulting engineer and the Public Works Director, the plans are 90% to 100% completed and direction was provided by staff to the engineer (prior to obtaining Town Commission direction) to design the project as a children's splash pad on the south side of the park, near the existing playground area.

Thus, if the Town Commission chooses to proceed with a different option (i.e., water fountain feature) from the children's splash pad option and to provide direction to construct the project on the north side of the park, according to the Town's consulting engineer, the Town would be required to complete a change order (approximately $5,000 to $30,000) to complete the redesign work to move forward with construction.

Additionally, according to the Town's consulting engineer, the estimated project completion cost is approximately $176,277 to $251,277 above the planned project funding amounts (including CDBG Funding and FY 2026 Budget – Public Improvement Funding).

Currently, the project's design phase has been funded within the FY 2026 Budget through the Town's Public Improvement Fund ($103,125.65), together with a contribution from a Community Development Block Grant (CDBG) awarded to the Town through the Palm Beach County Department of Housing and Economic Development (DHED). The Town of Lake Park was awarded a 2024-2025 CDBG Grant under Revised Grant Agreement #R2025-0815 (dated May 7, 2025) in the amount of $400,916 for the design and construction of a new splash pad/water feature within Kelsey Park.

Additionally, the Town has received notice that we will receive an additional FY 2026-2027 CDBG allocation of approximately $37,209 to be included to support the project's construction cost.

Note: This additional funding ($37,209) is planned to be incorporated into an amendment to the current CDBG grant agreement with DHED, providing total CDBG funding for this project in the amount of $438,125.

Funding Source	Status	Amount	Notes
CDBG Funding - FY 2026 Budget	Awarded	**$400,916.00**	A portion of this award, $25,000.00, has been used for design-related costs. Approximately $375,916.00 remains available for construction.
Additional CDBG Funding - FY 2027 Budget	County agreement presented to Town Commission for approval	**$37,209.00**	When finalized, this would increase the total CDBG construction funding to approximately $413,125.00 after accounting for the $25,000.00 allocated to design-related costs.
Public Improvement Fund	Identified for project support	**$103,125.65**	Used/identified to support design, survey, and professional services. Finance should confirm funding eligibility and account number.
Total Available Project Funding	**Planning-level total**	**$541,250.65**	**Total funding currently identified for design and construction.**

It should be noted that the Town's funding (Public Improvement Funding - $103,125.65) was planned to be utilized to support all engineering design and surveying costs along with $25,000 from the CDBG allocation. The remaining dollars ($413,125) would support the proposed construction cost.

The purpose of this Agenda Item is to return to the Town Commission for formal discussion and direction before the project scope, location, water system type, final design documents, funding plan, and construction solicitation package are finalized. No authorization to advertise, award construction, approve a consultant change order, or request additional funding is requested through this item.

Funding Summary:

The current funding plan includes the awarded FY 2026 CDBG and FY 2027 CDBG allocations along with Town funding support from the Public Improvement Fund, which was previously funded by a development project within the Federal Highway area.

Estimated Capital Cost and Funding Gap:

The design/survey/professional services cost is currently approved at $128,125.65 with available construction funding of $413,125.

According to the Town's consulting engineering firm and following the 90% to 100% design completion of the project, the estimated project cost will be significantly above the projected total project cost of $541,250.65 (see chart above). Thus, additional Town and/or grant funding will be required to complete this project unless the project is redesigned to provide a smaller splash pad and/or water feature or the project is phased.

The chart below outlines the projected expenditure costs (and the projected new project cost) for only the children's splash pad option based on whether a recirculating (filtration) system is utilized or a flow-through (no filtration or reuse of water) option is selected:

Alternative	Design / Professional Services	Estimated Engineering Construction Cost	Estimated Initial Project Cost	Estimated Funding Gap
Water Play Feature – Flow-Through System	$128,125.65	$589,402	$717,527.65	$176,277
Water Play Feature – Recirculating System	$128,125.65	$664,402	$792,527.65	$251,277

Note: The Public Works Director has indicated that the Town's consulting engineer has suggested that the estimated base construction cost is expected to be generally consistent whether the Town Commission selects a children's splash pad or a water feature fountain (the difference in pricing is based on the selected water system type). As stated previously, if the Commission provides direction that may be different from the design and location that has been 90% to 100% completed, a change order will be required (approximately $5,000 to $30,000 per the Town's consulting engineer) to support scope modifications, design revisions, permitting requirements, phasing, etc.

Water System and Lifecycle Cost Considerations:

The Commission should provide direction on whether the project should proceed with a flow-through system or a recirculating system. The flow-through system is projected to have a lower initial and lifecycle cost. The recirculating system reduces potable water use and annual water/sewer costs, but it increases construction costs, equipment complexity, treatment, testing, maintenance, compliance responsibilities, and long-term lifecycle costs.

Cost / Operational Factor	Flow-Through System	Recirculating System	Planning-Level Interpretation
Estimated Initial Project Cost	$717,527.65	$792,527.65	The recirculating system has an initial capital cost approximately $75,000 higher.
Estimated Year 1 Water/Sewer Cost	$34,545	$9,718	The recirculating system saves approximately $24,827.00 in water/sewer costs in Year 1.
Estimated Year 1 Electrical Cost	$1,000	$4,000	Recirculating costs approximately $3,000 more
Year 1 O&M cost	$15,205	$49,625	The recirculating system costs approximately $34,420.00 more for non-utility O&M in Year 1.
Estimated Year 1 Total Operating Cost	$50,750	$63,343	The recirculating system is approximately $12,593.00 higher annually in Year 1.
Estimated 20-Year Cash Cost	$2,270,051	$2,542,775	The recirculating system is approximately $272,724.00 higher over 20 years.
Estimated 20-Year Net Present Value	$1,716,701	$1,932,945	The recirculating system is approximately $216,244.00 higher on an NPV basis.
Primary Benefit	Lower capital and lifecycle cost	Lower potable water use	Commission policy decision: lower lifecycle cost or water-conservation benefits.
Primary Concern	Higher water/sewer consumption	Higher capital, maintenance, treatment, testing, and compliance costs	Full lifecycle assumptions are included in Attachment C.

The recirculating system may recover its additional $75,000 capital cost through utility savings in approximately three years if only water and sewer savings are considered. However, this utility-only payback does not include the higher annual costs for chemicals, testing, filtration, pump maintenance, certified technical support, compliance records, and equipment replacement.

From a lifecycle-cost perspective, the flow-through system remains the lower-cost and simpler operational alternative. The recirculating system may still be justified if the Town prioritizes water conservation, reduced potable water use, reduced discharge, and lower exposure to future utility rate increases; however, it should be characterized as a water-conservation alternative with higher capital and lifecycle costs, rather than as a guaranteed cost-saving alternative.

Staff is requesting Commission direction on the following policy questions

1. Should the project proceed as a children's splash pad (90% to 100% design completed) or should the project be re-designed as a water feature fountain concept?
2. Should the project proceed with the current south-side location/design approach (90% to 100% design completed) or modify the design to construct the project on the north side of Kelsey Park?
3. Should the project proceed with a flow-through system or a recirculating system?
4. Should the Town utilize Town funding to support this project?

<u>Note</u>: Public Works staff have noted that the engineering consultant has completed the current design (90% to 100%) and estimates that the project will cost more than $176,277 to $251,277 more than the initial project cost (dependent on the type of water system selected). The currently completed design includes a children's splash pad in the south side of Kelsey Park; however, the final design direction has not yet been formally approved by the Town Commission.

<u>Recommended Motion:</u>
The Town Commission consider, discuss and provide direction regarding the Kelsey Park Splash Pad, including Project Design, Location, Type of Water System, etc.

Meeting Date 8/5/26

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

Name: Latoya Flowers
Address: 1411 10th St. Lake Park, Fl. 33403

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)***:

____

______________________.

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.*

Meeting Date 8/5/26

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

Name: Brady Drew
Address: 558 Sabal Palm Dr

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***:
#5 - Splash Pad

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

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.*

Meeting Date 8/6

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

Name: Sue LaFontaine
Address: 545 Evergreen

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***: Splash Pad

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

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.*