



Lake Park Town Commission, Florida

Regular Commission Meeting

Wednesday, December 06, 2023 at 6:30 PM

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

Roger Michaud	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
John Linden	—	Commissioner
Mary Beth Taylor	—	Commissioner
Judith Thomas	—	Commissioner
Bambi McKibbon-Turner	—	Asst. Town Manager/HR Director
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, MMC	—	Town Clerk
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 contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

7:17 PM

PRESENT

Mayor Roger Michaud

Vice-Mayor Kimberly Glas-Castro

Commissioner John Linden

Commissioner Mary-Beth Taylor

Commissioner Judith Thomas

PLEDGE OF ALLEGIANCE

The Pledge was read in the previous meeting

SPECIAL PRESENTATION/REPORT:

1. Proclamation Recognizing Riunite C. Franks

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.

-Page Lewis 15371 67th Drive N Palm Beach Gardens spoke about having a great time at the Holiday Lights event and is grateful for all the events in town.

-Jan Norris from Attic Fanatics Vintage spoke about concerns with closing the street for the Holiday Lights Event, but feels their parking lot is being cut off due to the closure. She also stated there was not enough publicity for the event.

-Jason Ramos 748 Park Avenue spoke about improved communication with Town officials. He spoke about key factors for effective marketing and post marketing assessments. He asked the Commission about the road closure and how do we vote it out of this event. Mayor Michaud advised Mr. Ramos to direct questions to staff. Mr. Ramos also spoke about code compliance for food trucks.

-James Sullivan 348 Flagler Blvd. spoke about the wonderful job on the Holiday Lights. He also spoke about the great job fixing the potholes and the job was done right.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird distributed an article to the Commission about the Live Local Act.

Assistant Town Manager/HR Director McKibbin-Turner provided comments (Exhibit A). She asked for consensus on the road closures for the Holiday Display. Vice-Mayor Glas-Castro asked if there had been Commission approval for the road closures to take place. Grant Writer/Chief Information Officer Merrell Angstreich stated that it was entirely a staff decision to close the roads. Consensus was reached by the Commission to discontinue the road closures effective immediately. The Commission had various reasons for not wanting to close the roads such as conflicts with The American's with Disability Act (ADA) requirements and the negative impact the closure was having on local businesses.

Commissioner Thomas stated for the record that she would like to see next year that Town Hall be decorated.

Commissioner Linden likes the idea of keeping roads open and reducing speed. He said closing the road would be a detriment to the businesses in the area. Mayor Michaud asked Palm Beach Sheriff's Office (PBSO) Captain Gendreau if reducing the speed limit can be done. Captain Gendreau stated that without a resolution, they would have no way of enforcing it.

Mayor Michaud asked about a visual monitor that would say “slow down”. Captain Gendreau indicated that yes this could be done using the speed board that the town owns. Commissioner Linden asked if we could request another board from PBSO so that there would be boards for both east and west bound traffic. Captain Gendreau stated he could request it. Commissioner Thomas recommended placement of one of the boards at 6th street for west bound traffic.

Commissioner Linden spoke about Santa being at Attic Fanatics every Friday and Saturday.

Assistant Town Manager/HR Director McKibbin-Turner spoke about doing a better job with preserving the new time capsule using professional preservation services. She also suggested the Town consider alternate means of preserving the time capsule moving forward.

Commissioner Linden suggested maybe not placing the time capsule in the ground. He also wanted to express gratitude towards Public Works and also to the Centennial Celebration Committee for doing a fantastic job. He went on to talk about Texas Roadhouse being built at lightning speed. Santa will be at Lake Park Elementary along with PBSO with horses and motorcycles.

Mayor Michaud gave a special thanks to Commissioner Linden for playing Santa.

Commissioner Thomas said she was at the Florida League of Cities last week and is honored that the Town allowed for that. She requested for there to be highlighters on the dais.

Vice-Mayor Glas-Castro had no comments.

Mayor Michaud shared that he attended the District 1 League of Cities lunch and it makes him appreciate this Commission and how we conduct business here.

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 Taylor.

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

2. Resolution 93-12-23 of the Town Commission of the Town of Lake Park, Florida Authorizing and Directing the Mayor to Execute a Contract with J & J, Inc., DBA Eagle Painting, for Painting the Exterior of the Town Hall Building.
3. Resolution 94-12-23 of the Town Commission of the Town of Lake Park, Florida, Authorizing and Directing the Mayor to Execute a Contract with LaPorta Contracting, LLC, for Work and Services Associated with Structural Repair Work to the Town Hall's Roof Truss Framing and Providing for an Effective Date.
4. Resolution 95-12-23 A Resolution of the Town Commission of the Town of Lake Park, Florida, amending the Town budget for fiscal year 2022-2023 as previously adopted by Resolution No. 67-09-22; Providing for severability; Providing for the repeal of laws in conflict; and providing for the effective date thereof.
5. November 15, 2023 Regular Commission Meeting Minutes
6. Resolution 96-12-23 of the Town Commission of the Town of Lake Park, Florida Authorizing and Directing the Mayor to Execute the Second Amendment to the Contract with Shenandoah General Construction, LLC, for the provision of stormwater infrastructure maintenance and repair services.

BOARD MEMBER NOMINATION: NONE

QUASI-JUDICIAL PUBLIC HEARING (RESOLUTION): NONE

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

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

OLD BUSINESS:

7. Follow-up Discussion on Gravel Driveways in Residential Areas.
Community Development Director Nadia DiTommaso explained that staff is seeking direction as to whether gravel driveways would be allowed in the Town. She provided information from neighboring municipalities, the Town's consulting engineer and the Town Attorney. (Exhibit B)

and based on this information, recommends leaving the code in place and not allow gravel driveways. Mayor Michaud asked if other municipalities provide a time period for enforcement and if so, how much time is allowed. Community Development Director DiTommaso stated that the Commission would be able to set that timeframe for compliance.

Town Attorney Baird stated that there had been a similar situation in the past along Northlake Blvd. and that those properties were given an extensive time-frame to come into compliance.

Commissioner Taylor stated that she is aware of other municipalities that have gravel driveways. Commissioner Linden spoke about a resident reporting more than 60 homes with gravel driveways in their vicinity. He said that he does not think we should allow gravel driveways, but he would like to see changes made to the code to extend the amount of time they have to come into compliance. He would like the Commission to consider a matching grant to the homeowner in the next budget cycle. Mayor Michaud suggests allowing 1 year for residents to become compliant. Community Development Director DiTommaso advised that there is a grant that is available that can be utilized for updating driveways. Vice-Mayor Glas-Castro stated that the grant will only help a little and recommends allowing 2 years for residents to become compliant. Commissioner Thomas asked how long the code has been in effect and what brought this all about. Community Development Director DiTommaso advised that the code had been in existence for decades. She said that this issue came up as the code officers were inspecting certain properties and finding gravel driveways, they realized there are several more properties where this needed to be addressed. Commissioner Thomas stated that she doesn't think the code needs to be changed, but wants to consider educating the community about what is required and believes we need to take an assessment of what is out there and allow time to come into compliance and to educate residents about the rising costs of materials over time. Mayor Michaud recommends a 2 year window with a year of inventory.

PUBLIC COMMENT: Brandon Susich 729 Greenbriar Drive spoke about Florida Department of Transportation's successful use of gravel for shoulders and roadways and how it would be strong enough for a residential driveway and believes gravel driveways can work both structurally and esthetically.

8. Parks Master Plan Projects Prioritization - Follow-up Discussion.

Community Development Director DiTommaso provided a summary of the plan and a report of current progress (Exhibit C). She stated that it was collectively decided to prioritize the

entertainment area. Commissioner Taylor asked if the master plan called for the band shell near the Kelsey House quadrant. Community Development Director DiTommaso advised that this will be the first priority. Vice-Mayor Glas-Castro provided a suggested prioritization of the splash pad, the waterfront, shade in seating area and the entertainment space, in that order.

NEW BUSINESS: NONE

REQUEST FOR FUTURE AGENDA ITEMS: NONE

ADJOURNMENT:

9:12 pm

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

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

Voting Abstaining: Vice-Mayor Glas-Castro.

FUTURE MEETING DATE: Next Scheduled Regular Commission Meeting will be held on December 20, 2023



Mayor Roger D. Michaud



Vivian Mendez, Town Clerk



Laura Weidgans, Deputy Town Clerk



Approved on this 20 of December, 2023



TOWN MANAGER COMMENTS

Exhibit A

TOWN COMMISSION MEETING Wednesday, December 6, 2023

COMMUNITY DEVELOPMENT

- Staff is working on the Live Local Act related 'Ordinance, reporting and other amendments' and more info will be available in early 2024. Staff has also developed Ordinance drafts for the following topics and these are in various stages at the staff level and will be presented in early 2024:
 - ADUs (Accessory Dwelling Units)
 - Parks & Public Facilities Regulations
 - Mobile Vendors (including Mobile Food Dispensing Vehicles, i.e. food trucks)
 - Seawalls
- **Projects (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.
 - DXD Self-Storage (Water Tower Road) – is moving forward quickly with construction.
 - Empire Landscaping (13th 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 is being coordinated for January 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.
 - Residences at 10th & Park (NE Corner of Park/10th) – 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/10th) – Mixed-Use - Pending the outcome of Live Local Act regulations, or a possible resubmittal by the applicant to meet our current code.
- 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 . For additional information please contact the Town's Human Resources Department at 561-881-3300 and choose Option 8.

LIBRARY

- The library is hosting a Stuffy Christmas Sleepover. Children can drop off their stuffed animals at the library on **Thursday, December 7**, or **Friday, December 8**. Stuffies will watch movies, listen to bedtime stories, and even visit with Santa! Children will come back to the library on **Saturday, December 9, at 12:30 p.m.** to have milk and cookies with their stuffy and Santa! On **Saturday, December 16**, the children can pick up a photo album of all of the fun their stuffed friend had. Please make sure to talk to a library staff member when dropping off the stuffy. Only one stuffed friend per child is allowed. Children can also drop off a letter to Santa in Santa's Holiday Mailbox. For more information, stop by the library or contact the library at 561-881-3330.
- Come to one of the library's ACP Workshops for more information on the Affordable Connectivity Program. ACP is a government program to make broadband internet accessible to everyone. You may attend any one of the many workshops that are offered this month to learn more about the programs that are available in English, Spanish, and Creole. You may view the Town's calendar by visiting the Town's website www.lakeparkflorida.gov for dates and times or contact the library at 561-881-3330 for more information.

SPECIAL EVENTS

Santa's Holiday Mailbox

Santa's Holiday Mailbox is officially open in the Lake Park Public Library this holiday season! Drop off your letter to Santa and place it in the mailbox from **November 27 – December 20**. Don't forget to include your name and mailing address. Santa will send a personalized reply back!

Santa's Magical Sleigh Ride

On **Saturday, December 9** Santa will travel through the Town of Lake Park on a holiday themed fire truck complete with LED lights and snow! Residents and businesses are urged to be on the lookout for Santa from 6:00 p.m. – 8:00 p.m.

Holiday Decorating Contest

The Town's Holiday Decorating Contest is back! Registration is open **now through December 8**. Winners will be announced on Wednesday, December 20.

Lake Park Elementary Caroling Event

Students from Lake Park Elementary will be caroling on **Wednesday, December 14** from 5:00 p.m. – 6:00 p.m. The students will start at Lake Park Elementary, travel north towards Foresteria, west towards 6th street, south on 6th street, east on Evergreen and back to the school.

For more information regarding the event, 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, December 25:** No service in observance of Christmas Holiday
- **Tuesday, December 26:** Garbage cart and vegetation collection
- **Wednesday, December 27:** Recycling cart collection
- **Thursday, December 28:** Garbage cart and bulk trash collection

The residential sanitation schedule for the week of January 1, 2024 is as follows:

- **Monday, January 1:** No Service in Observance of New Year's Day
- **Tuesday, January 2:** Garbage cart and vegetation collection
- **Wednesday, January 3:** Recycling cart collection
- **Thursday, January 4:** Garbage cart and bulk trash collection

UPCOMING HOLIDAY CLOSURES

- The Lake Park Public Works Department, the Lake Park Public Library and the Lake Park Harbor Marina will all close at noon on Friday, December 15. Lake Park Town Hall will remain open until 2:00 p.m. Beginning at 2:00 p.m., all departments will be closed for the day for early staff dismissal.
- All Town departments will be closed on Monday, December 25 in observance of the Christmas Holiday.
- 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.

HOLIDAY LIGHTS DISPLAY

The inaugural Holiday Lights Display on Park Avenue has received positive feedback both on social media and from many who took the opportunity to share their thoughts during the Holiday Celebration on December 1. In addition to the many local businesses that have shared the event, the latest is Easel Art Supply Palm Beach has posted, along with a photo of our Happy Holidays Town of Lake Park display and hash tag links, the following language on its Facebook page: "Happy holidays from Easel Art Supply!!! The town of Lake Park is having a light display and we highly recommend strolling through!!!"

Staff has worked diligently to overcome obstacles, including learning at 4:00 p.m. on December 1 that there was an error in the MOT and Park Avenue was not scheduled to be closed, but still achieving its closure in a timely manner, and the delayed delivery and installation of several displays and many of the decorative lights that are to be placed in the trees along the route. The vendor promised the installation would be complete by the end of the day on December 5, however as of this morning, December 6, that was not the case. Staff is continuing to work with the vendor to ensure that the displays are fully installed. Communication with the Commission and Park Avenue businesses will be ongoing until the matter is resolved.

This event has been heavily promoted, and was featured among the list of the "Best Holiday Lights" in the Palm Beach Post. Among the features highlighted in all of these postings is the uniqueness of the weekend walkability of the displays.

As of 10:30 this morning, we have already received more than 120 Eventbrite registrations for the event; as many of them are for multiple attendees, the registrations equate to more than 500 individuals so far who plan to attend. Because this is a free, non-ticketed event, we do not have a way to determine which days any of the registrants will be attending or whether they plan to walk or drive through.

Two local business owners have stated they would prefer that Park Avenue remain open every evening, rather than closing on Friday and Saturday evenings, as well as Sunday, December 31 and Monday, January 1. While this is an option, to make the change we

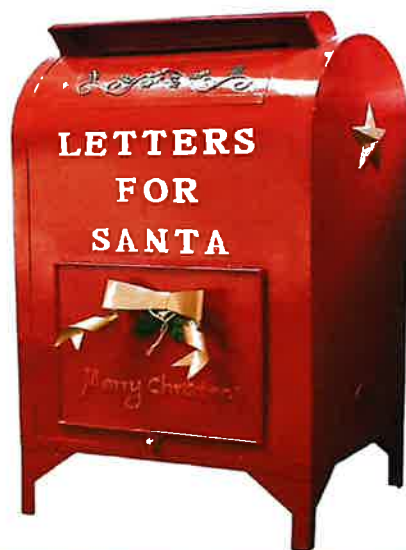
would like Town Commission input. At this time we are looking for consensus as to whether we continue with the closures on the scheduled dates or eliminate them entirely.

PRESERVATION OF ITEMS FROM TIME CAPSULE AND NEXT TIME CAPSULE

In the interest of helping to preserve the water damaged items from our time capsule, our Assistant Town Manager/Human Resources Director who also serves as our risk manager contacted Gehring Group to determine how we should proceed with attempting to preserve such items. Gehring Group responded that unless these items are considered "fine art", there would be no Insurance coverage for these items based upon age. In other words, there really is no value to them under our insurance policy since they are not items of fine art if we were to discard them due to their condition. We could, however, attempt to preserve them if they have more of a sentimental value but if we do, we should obtain the assistance of a professional restoration and preservation expert.



SANTA'S HOLIDAY MAILBOX



Hey kids! Write a letter to Santa Claus and drop it in the Holiday Mailbox located in the Lake Park Public Library (529 Park Avenue, Lake Park, FL 33403) and we will deliver it to the North Pole! Please make sure to include your RETURN ADDRESS so Santa can send you a personalized reply. Santa's Holiday Mailbox will be available from November 27 through December 20.

DECEMBER
9

TOWN OF LAKE PARK



SANTA'S MAGICAL SLEIGH RIDE

Please join Santa as he travels through the Town of Lake Park on his magical sleigh this holiday season! Be on the lookout from 6:00 PM to 8:00 PM to see if Santa is on your street. Santa's magical sleigh will not stop but will travel continuously throughout the town.



HOLIDAY DECORATING CONTEST

The Town of Lake Park invites you to show your holiday spirit by joining our annual Holiday Decorating Contest.

Registration begins on November 13 and is open through December 8. All registered participants are asked to have their decorations up and lights on from 6:00 PM to 9:00 PM December 12 through December 18.

To register please contact the Special Events Department at 561-840-0160 or specialevents@lakeparkflorida.gov.

Winners will be announced on Wednesday, December 20.

CATEGORIES

Best Lights
Best Animation
Best Lawn Display
Best Balcony Display
Best Theme
Best Overall





Lake Park Elementary
School presents...

4TH ANNUAL HOLIDAY CAROLING NIGHT!

**WHEN: DECEMBER 14TH
5:00 - 6:00 PM**

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

Can't wait to see you all there!

QUESTIONS: 561-494-1328



Exhibit B

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 6, 2023

Agenda Item No.

Agenda Title: Follow-up Discussion on Gravel Driveways in Residential Areas.

[] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [X] OLD BUSINESS
[] ORDINANCE ON 1st READING
[] NEW BUSINESS
[] OTHER: _____

Bambi McKibbon-Turner

Approved by Town Manager _____

Date: _____

Digitally signed by Bambi McKibbon-Turner
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park,
ou=Assistant Town Manager/Human Resources Director,
email=btturner@lakeparkflorida.gov, c=US
Date: 2023.11.30 15:45:09 -05'00'

Nadia Di Tommaso / Community Development Director

Name/Title

Originating Department: Town Manager/Community Development	Costs: \$ N/A at this time. Funding Source: Acct. # [] Finance _____	Attachments:
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <i>N/D</i> Please initial one.

Summary Explanation/Background:

At the July 5, 2023 meeting, the Town Commission discussed gravel driveways since several properties in Town with non-conforming gravel driveways were cited to bring their driveways into compliance with Town Code requirements. These properties have been granted extensions by Code Compliance on their pending code violations. Some of these property owners approached Commissioners with concerns. It was requested that Staff look into the possibility of allowing gravel driveways in single-family districts on a permanent basis to satisfy **permanent, long-term** driveway needs. The Town Planner researched the regulations in neighboring municipalities and provided the following:

Palm Beach Gardens – Gravel is not allowed on a permanent long-term basis as a primary material, but may be allowed on a temporary basis under certain special circumstances.

North Palm Beach – Gravel is generally not allowed as a primary material on a permanent long-term basis, but there is an opportunity to have the City's Engineer review an application on a case-by-case basis.

Riviera Beach – Gravel is not allowed as a primary material on a permanent long-term basis.

Juno Beach – Gravel is generally not allowed as a primary material on a permanent long-term basis, but there is an opportunity to have the City's Engineer review an application on a case-by-case basis.

Jupiter – Gravel is not allowed as a primary material on a permanent long-term basis.

Boca Raton – Gravel is not allowed as a primary material on a permanent long-term basis.

Delray Beach – Gravel is generally not allowed as a primary material on a permanent long-term basis, but there is an opportunity to have the City's Engineer review an application on a case-by-case basis.

In light of the fact that some of the municipal codes that were researched allow for some discretion by the municipality's Engineer, the Town reached out to our consulting Engineer, Adam Swaney with Engenuity. Mr. Swaney will also be present to answer any questions the Town Commission may have. Mr. Swaney provided the following determinations based on the Town's existing Code regulations:

(Existing) Town Code Section 78-142. Off-street parking and loading.

(c) Off-street parking.

(10) Construction and design of parking areas

f. **Paving standards.**

1. Reviewed and approved by community development department. The proposed grading and construction of the off-street parking facilities shall be approved by the community development director.

2. **Materials and methods.** Unless otherwise provided in this subsection (c)(10)f, all vehicular use areas and specialized vehicular use areas shall be improved either with:

i. **A minimum of six-inch shellrock or limerock base with a one-inch hotplant mix asphaltic concrete surface; or**

ii. A base and surface material of equivalent durability. (added Staff emphasis: see below for Engineer's determination for applicability/enforcement purposes)

3. **Maintenance of paved vehicular use areas.** All vehicular use areas or specialized vehicular use areas shall be maintained in good condition to prevent any hazards such as cracked asphalt or potholes.

Engineer Determination on “surface material of equivalent durability”:

Commercial:

- Load bearing paver brick with proper thicknesses of base and sand bed.
- Concrete of sufficient thickness with reinforcement steel or fiber.
- 1-1/2" Asphalt with minimum 8" thick rock base if driven over by delivery trucks and garbage trucks.
- 1-1/2" Asphalt with minimum 6" thick asphalt base.
- Turf block might be acceptable in limited areas such as overflow parking.

Residential:

Stay with concrete, asphalt or paver brick. No gravel (gravel is not of equivalent maintenance or durability).

- ➔ Crushed concrete serves the same purpose as rock base. Crushed concrete needs to be covered with asphalt, the thickness depends on the use.

Crushed concrete may also serve as a base for paver brick.

- ➔ Crushed asphalt cannot be contoured or graded as accurately as crushed concrete and is not recommended for any use requiring a nice finish.

In addition, in consultation with the Town Attorney, some additional concerns were raised. Gravel presents aesthetic concerns in a community. Gravel driveways and dirt roads may be appropriate for rural areas, but not for an “urbanized” area. Allowing gravel driveways can depress property values, and will likely cause prospective purchasers to consider other areas. This could then make it very difficult to enforce any kind of code standards regarding the maintenance of gravel driveways. In addition, allowing gravel driveways would be a regressive action to the Town’s desire to become a more attractive community and to attract millennials, families, and others to it.

Finally, the Town Attorney also provided some legal advice regarding the possibility of modifying our Town Ordinance to allow for gravel driveways instead of concrete, asphalt or paver brick, due to pending code compliance cases. This further included the following:

“Given that there have been citations, this process is really in the hands of the Code Magistrate. (This is sort of a “separation of powers” situation). If the Commission wants to forbear on the enforcement of the town code because of property owners who are not in compliance, then the Commission must direct the Town Manager to direct his staff **not to** enforce the code. If the Commission wants those property owners who are currently violating the code to be relieved of the obligation of complying with the code, it will then need to decide to change the code and allow gravel driveways. *Staff will then bring forward such an Ordinance.* Such an approach seems counterproductive to code enforcement in general because going forward whenever someone is cited, they will know that they simply need to ask a commissioner to sponsor a change to the code so that they can become compliant.

Recommended Motion: Discussion for possible direction on how to proceed. Staff, the Town’s consulting Engineer and Town Attorney recommend that the Code remain as-is and that gravel is not permitted as a permanent long-term driveway surface for residential areas.



Exhibit C

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 6, 2023

Agenda Item No.

Agenda Title: Parks Master Plan Projects Prioritization – Follow-up Discussion

[] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[] ORDINANCE ON 1st READING
[] **NEW BUSINESS**
[] OTHER: _____

Approved by Town Manager Bambi McKibbon-Turner Digitally signed by Bambi McKibbon-Turner
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, ou=Assistant Town
Manager, email=bturmer@lakeparkflorida.gov, c=US
Date: 2023.11.29 14:23:22 -0500

Nadia Di Tommaso / Community Development Director

Name/Title

Originating Department: Community Development	Costs: N/A at this time Funding Source: Acct. # [] Finance _____	Attachments: → Approved Parks Master Plan
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone <u>ND</u> OR Not applicable in this case Please initial one.

Summary Explanation/Background:

The purpose of this agenda item is to provide the Commission with an update on the Parks Master Plan prioritization projects.

On August 17, 2022 the Town Commission approved a Parks Master Plan for Kelsey and Lake Shore Parks pursuant to Resolution 48-08-22. Staff later discussed the various projects that are part of the master plan with the Commission on May 17, 2023 and Staff was asked to develop a prioritization schedule based on the plan's recommendations, internal logistical and operational needs, and available funds.

In follow-up to the Plan's original approval, the children's playground was completed in the park, along with the restriping of some of the courts to accommodate pickle-ball. Given the vast number of projects identified in the Parks Master Plan, it was always intended to implement the projects on phased basis and pursuant to available funds.

Over the past few months and during the budget creation process for this fiscal year, Departmental staff members met several times to discuss the plan's projects. The following prioritization list was developed in collaboration with the Town Manager, Assistant Town Manager, Special Events Director, Public Works Director, Grants Writer, Finance Director, Community Development Director and associated staff members (*design plans are required in order to go out to bid – funds are not currently available to develop design plans*):

#1 (Entryway and Entertainment Space & Associated Landscaping/Trees – The Master Plan's opinion of cost based on illustrative plan only = approx. \$1.8M, plus landscaping/trees – items can be separated to lessen cost):

- ➔ Gateway Plaza/Market/Event Space - \$137,764
- ➔ Amphitheatre Fill/Grading/Accent Paving/Sidewalks - \$745,776
- ➔ Band Shell & Stage - \$750,000
- ➔ Raised Great Lawn - \$25,000
- ➔ Evergreen House & Memorial Gardens (Refurbishment and Patio Enhancements already underway by PW) – Memorials = \$75,500

#2 (Children's Area & Associated Landscaping/Trees – The Master Plan's opinion of cost based on illustrative plan only = approx. \$151K, plus landscaping/trees – items can be separated to lessen cost):

- ➔ Splash Pad - \$151,000

#3 (Waterfront & Associated Landscaping/Trees – Plan August 2022 opinion of cost based on illustrative plan only = approx. \$7.1M, plus landscaping/trees – items can be separated to lessen cost):

- ➔ Beach (Fill, Stairs and Platform at stairs) - \$591,000
- ➔ Stepped Seawall - \$3,153,500
- ➔ Living Shoreline - \$3,000,000
- ➔ Fishing Deck - \$315,400
- ➔ Kayak Launch Structure - \$20,000

#4 (Shade/Seating/Pavilions Structures & Associated Landscaping/Trees – Plan August 2022 opinion of cost based on illustrative plan only = approx. \$680K, plus landscaping/trees – items can be separated to lessen cost):

- ➔ Adult Swings - \$45,000
- ➔ Covered Seating Area - \$135,000
- ➔ Large (40'x40') Picnic Pavilion - \$135,000
- ➔ Shade Sail (\$60,000) & Parent's Plaza/Medium Shade Structure - \$130,000
- ➔ Swinging Benches - \$52,500

****Additional site furnishings are extra and estimated at \$181,500****

The current fiscal year budget does not provide for any direct fund allocations for any of the above references projects. The Town's Grant Writer has provided the following information, as it relates to potential grant opportunities:

Florida Small Cities Community Development Block Grant Program

- One of the subcategories is Neighborhood Revitalization, which would apply to this purpose
- The overview information specifically mentions Park Facilities
- \$13 million was available in the last funding round

HUD Economic Development Initiative – Community Project Funding Grants

- Last year \$2,982,285,641 was available for a total of 1,616 grants

Florida Recreation Development Assistance Program (FRDAP)

- This opportunity has a \$200,000 cap
- A match is required; the match percentage increases based on the amount of funding requested (i.e, if we apply for a \$200,000 grant, the project needs to be a minimum of \$400,000, but smaller grants require a smaller percentage match)

Florida Inland Navigation District (FIND) grant, which may be applicable due to the location of the sea wall and the provision of public access to the water. This opportunity has a 50/50 match requirement.

The Town's Finance Director is also looking into the possibility to bond several Town initiatives so that implementation can occur sooner rather than later.

Please refer to page 25 of the Parks Master Plan for the approved Parks Master Plan. Also refer to pages 47 through 50 of the Parks Master Plan for the future opportunities that are also identified, along with the opinions of cost for the various projects (**all costs listed are approximates and will need to be updated when a project is selected for implementation**).

Recommended Motion: For informational purposes only.

✓
Running for School Board District 1



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: _____

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: _____

Address: _____

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):

Complement events, Remind School is at 93% capacity growth, renter

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.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: 12/6/23

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: _____

Address: _____

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:

Hol. Light Display

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.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: _____

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: Jason Ramos

Address: 748 Park Ave

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):

How was Park Ave voted closed. How do we get it reopened

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.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: _____

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: Jason Ramos

Address: 748 Park Ave

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):

Food truck zoning

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.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: 12/05/2023

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: IRIS SULLIVAN

Address: 345 Blyden Blvd

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):

NONE WORKING STREET LIGHTS

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.

DID NOT SPEAK



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: 12/05/2023

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: JAMES SULLIVAN

Address: 345 Blyden Blvd

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):

WONDERFUL LIGHTING ON PARK AVE BUSINESS DISTRICT

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.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: 12/05/2023

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: JAMES GULLIVAN

Address: 348 Flagler Blvd

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):

WONDER JOB DONE ON 8th / GULF BEACH

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.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

MEETING DATE: 12/6/23

Cards must be submitted before the item is discussed!!

*****Three (3) minute limitation on all comments**

Name: Brandon Susich

Address: 729 Greenbriar 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:

Gravel Driveway

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.