



## Lake Park Town Commission, Florida

### Regular Commission Meeting Minutes

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

Wednesday, April 16, 2025 6:30 pm

<b>Roger Michaud</b>	—	<b>Mayor</b>
<b>Michael Hensley</b>	—	<b>Vice Mayor</b>
<b>John Linden</b>	—	<b>Commissioner</b>
<b>Michael O'Rourke</b>	—	<b>Commissioner</b>
<b>Judith Thomas</b>	—	<b>Commissioner</b>
<b>Richard J. Reade</b>	—	<b>Town Manager</b>
<b>Thomas J. Baird</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 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**

The Pledge was led by Mayor Michaud.

**APPROVAL OF AGENDA:**

The Mayor announced that the organizer of the Florida Hemp Festival has pulled their application for the event. He also announced that the three proclamations that are on the Consent Agenda were placed there because there was no representative available to accept the proclamations.

Commissioner O'Rourke asked that Consent Agenda item number 10 be pulled for discussion. 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:**

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.*

-Katia Zhestkova – Thanked the Commission for the study that was done for the downtown area. She also commented on the previous Commission Meeting and the tone of Commissioner O'Rourke.

-Michael Steinhauer spoke about a new public safety initiative that he proposes. He also supports not moving forward with the proposed downtown development.

-Ralph Moscoso spoke about Commissioner O'Rourke in regards to campaign contributions.

-Kervens Jean-Baptiste opposes high-rise development on 10th and Park Avenue.

-Terence Davis spoke passionately about development in town.

-Alice Naegele spoke about not being in favor of a 13 story development.

## **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.*

1. Regular Commission Meeting Minutes - April 2, 2025
2. Proclamation - Verdenia C. Baker - Retiring Palm Beach County Administrator
3. Proclamation - Water Conservation Month - April 2025.
4. Proclamation - Water Reuse Week - May 18, 2025 to May 24, 2025.
5. Resolution 11-04-25 - Amendment No. 1 - Disaster Debris Management and Support Services – Phillips and Jordan, Inc. (SWA Agreement #22-201C)
6. Resolution 12-04-25 - Amendment No. 1 - Disaster Debris Management and Support Services – CrowderGulf Joint Venture, Inc. (SWA Agreement #22-201B)
7. Resolution 13-04-25 - Amendment No. 1 - Disaster Debris Management and Support Services – DRC Emergency Services, LLC (SWA Agreement #22-201D)
8. Resolution 14-04-25 - Amendment Number 1 - Disaster Debris Management and Support Services - Thompson Consulting Services, LLC (SWA Agreement #22-202).
9. Resolution 17-04-25 - Piggyback Agreement - Storm Drain Cleaning, Repairs, and Maintenance Services - Shenandoah General Construction, LLC
11. Resolution 19-04-25 - Revise Designation of Signatories for Town Bank Accounts
12. Resolution 20-04-25 - Grant Agreement - Lake Park Septic to Sewer Conversion Project - Florida Department of Environmental Protection (FDEP) - \$1,000,000
13. Special Request – Limited Overnight Parking - Lake Harbour Towers North Condominium Association - 501 Lake Shore Drive
14. Amendment - Plan Documents and Plan Termination - Corebridge Financial Institutional Services (Current Town Pension Plan)
15. Reallocation of Grant Funding - Southern Outfall Pipe Replacement Project - Foster Marine Contractors, Inc. - \$3,456,696.30 (FDEO & FDEP Grant Awards)

Motion to approve remaining items on consent made by Commissioner O'Rourke. Seconded by Commissioner Thomas. Voting Aye: All.

Item # 10 was pulled for discussion

10. Resolution 18-04-25 Approval of Work Order for Kimley-Horn and Associates for the Conceptual Design of the Alleyways on the 700 and 800 Blocks of Park Avenue North. Commissioner O'Rourke stated that Kimley-Horn should not be given this contract partially due to the fact that they are no longer located locally and they are being paid for something that has already been done. The Commission was unclear about what areas the previous study covered. Community Redevelopment Agency (CRA) Administrator Allison Justice clarified that the parking study that had been done was a part of the master plan for future potential parking locations. She stated that they would like to move forward with the design of additional parking in the downtown area to see how much it would cost. Commissioner Linden asked if the contract with Kimley-Horn includes a provision for airfare. Kimley-Horn Representative Jonathan Hague advised that their headquarters is located in North Carolina, but they have offices locally and there is no need for airfare. Vice Mayor Hensley asked if there would be airfare needed for any future projects. Mr. Hague stated he is unaware of any staff needing airfare, but if it was needed, the cost would be included in their fee. Commissioner Thomas stated that it appears Kimley-Horn has a full office and professional staff in the local area. She also clarified that what is being requested is a work order for the design of a parking area which is different from the parking studies that were previously done in the master plan which did not include a design aspect. CRA Administrator Justice stated that this was correct. Commissioner Thomas asked if the CRA could afford to do this \$19,000 project. CRA Administrator Justice stated that yes, the CRA can afford this project. Commissioner Thomas also asked if there are other service providers that the CRA utilizes. CRA Administrator stated that the service providers with the Town have already been qualified and approved for future projects.

Public Comment:

Terence Davis stated for the record that he had previously committed to gifting the Town some parking spaces. He also spoke about the downtown area being too dark allowing people to break into properties.

Motion to approve Resolution 18-04-25 made by Commissioner Thomas, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Vice-Mayor Hensley, Commissioner Thomas, Commissioner Linden.

Voting Nay: Commissioner O'Rourke.

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

16. Ordinance 02-2025

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 78-142 OF CHAPTER 78 PERTAINING TO PAVING AND MAINTENANCE STANDARDS FOR DRIVEWAYS; PROVIDING FOR A VESTING PERIOD; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager Reade summarized the item (Exhibit A). Mayor Michaud asked if the grant will still be available for those still wishing to update their driveway. Town Manager Reade stated that yes, the grant was still available. Town Manager Reade also stated that in regards to driveway maintenance, the Town would be seeking to communicate and educate residents regarding their driveways moving forward.

Commissioner Linden asked if there was a time limit for the grant.

Community Development Director Nadia DiTommaso stated that the grant will remain available and will not expire. Commissioner Linden asked how the remaining residents with gravel driveways will be notified. Community Development Director DiTommaso stated that they will continue to be notified via direct mail. Commissioner Thomas asked about any restrictions that the grant would impose on the residents and believes that the grant restrictions may need to be modified. Community Development Director DiTommaso stated that she had already been in discussion with the Town Manager regarding relaxing the grant restrictions. Commissioner O'Rourke suggested removing the restriction within the motion. Vice Mayor Hensley thanked the Commission for removing the burden off of the residents in regards to the gravel driveways.

Commissioner Thomas stated that she would like the grant to be available to home-owners, not renters.

Motion to approve Ordinance 02-2025 with the restriction of selling the property removed and including the homestead provision made by Commissioner O'Rourke, Seconded by Commissioner Linden.

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

Town Attorney Baird read the Ordinance by title only.

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

### **NEW BUSINESS:**

17. Special Event Request - Florida Hemp Festival

Removed from the agenda.

18. Special Event Request - Haitian Flag Day Celebration

Special Events Director Riunite Franks summarized the request (Exhibit B).

Commissioner Thomas and Mayor Michaud disclosed that they are working with the event organizers. Commissioner Thomas requested that the organizer not have to come back every year to make this request. She stated she is in support of the request but she feels that the organizers should have to pay for the four staff members to assist with the event. Commissioner Linden asked if this was a Town event. Special Events Director Franks stated that it is not a Town sponsored event. Commissioner Linden proposed having the organizer pay for staff's time.

Motion made to approve the request excluding the cost of \$1152.00 by Commissioner Linden, Seconded by Vice Mayor Hensley.

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

Voting Nay: Commissioner O'Rourke.

19. Resolution 21-04-25 - Work Order Agreement - Park Avenue Downtown District (PADD) Planning and Engineering Study - Kimley-Horn and Associates, Inc. - \$50,000. Community Development Director DiTommaso provided a summary of the item (Exhibit C). Ruben Cruz, Planner from Kimley-Horn discussed the scope of work and provided a time-line (Exhibit D).

Commissioner O'Rourke asked if this item was done through a budget process. Community Development Director DiTommaso stated that it was done through a budget process back in September of 2024. Commissioner O'Rourke stated that he is not sure why this item is before them because it seems that the decision had already been made. Commissioner O'Rourke asked about two open litigation cases against the Town regarding density and why there has not been an executive session with the Commission regarding those. Town Attorney Baird advised that the two cases were not related to this item. Commissioner O'Rourke asked for clarification regarding what the \$50,000 is for. Town Attorney Baird stated that there were concerns with various components of the density issue and there was a zoning in progress put into place to study the various issues, which created the need to hire Kimley-Horn on a continuing services basis as a planning firm and is not aware of a specific study that was done on density previously. Town Attorney Baird stated that in March 2025 the Commission verbally approved the retention of Kimley-Horn and this item is the direct result of that verbal approval. Commissioner Thomas asked how staff is getting the word out about the upcoming density workshop. Community Development Director DiTommaso stated there were direct mailers sent out. Commissioner Thomas suggested the use of a local creole radio station and a local Spanish radio station to get the information out. She also suggested the use of posting notices throughout Town. Chief Public Information Officer/Grant Writer Merrell Angstreich stated she would look into the costs associated with the suggestions. Vice Mayor Hensley suggested the use of banners throughout town. Commissioner Linden asked if a study has been done previously on density. Community Development Director DiTommaso stated that there have been no consultants involved with this previously. She stated that they were able to move forward without studies because there had been a

previous mixed use project and they were able to utilize information from that study, where they were able to compile data and time-lines for the downtown area. Commissioner O'Rourke asked if notices were sent out to all of the businesses in Town. Community Development Director DiTommaso advised that all property owners would have received notification. Chief Public Information Officer/Grant Writer Angstreich stated that she adds all new businesses to her email list every month. Mayor Michaud asked if the Town still utilizes code red for communications. Chief Public Information Officer/Grant Writer Angstreich advised that the Town does still utilize code red, but they have made some improvements. Mayor Michaud asked if code red could be utilized to notify the Town about this workshop. Chief Public Information Officer/Grant Writer Angstreich stated she would create the notice and that there are currently about 5000 recipients through code red. Commissioner Thomas suggested using code enforcement to spread the word. Commissioner O'Rourke asked if the approval of this item would affect the zoning in progress. Community Development Director DiTommaso advised that this action would not affect the zoning in progress and that the zoning in progress is scheduled to end on May 19, 2025.

Public Comment:

-Mary Beth Taylor spoke about the negative consequences for Town residents as a result of high rise development in Town.

-Terence Davis spoke about businesses closing in Town and also about having residents tour the downtown area.

Commissioner O'Rourke stated he is in favor of the development because it will save this town. Commissioner Linden feels that the residents should be able to interact with the Town during the workshop, not just a 3 minute comment.

Motion to approve Resolution 21-04-25 made by Commissioner Linden, Seconded by Commissioner Thomas.

Voting Yea: Mayor Michaud, Vice-Mayor Hensley, Commissioner Thomas, Commissioner Linden.

Voting Nay: Commissioner O'Rourke.



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

- Town Attorney Baird had no comments.
- Town Manager Reade advised of upcoming office closures within the Town and announced the following; Easter Eggstravaganza upcoming, Arbor Day celebration coming up with tree planting, sunset celebration, community workshop coming up on Saturday in Town Hall, excellent meeting with the Business Development Board.
- Commissioner O'Rourke stated he is having a difficult time. Tonight was difficult being accused of being a tool of the developers and that he represents residents and families.
- Commissioner Thomas asked if the Town does minimal commercial maintenance standards. Town Manager Reade and Community Development Director DiTommaso stated that it is addressed ongoing. Commissioner Thomas spoke about various issues such as trash, bad landscaping, etc. that needs to be addressed and suggests internal inspections to find and correct these things. Commissioner Thomas spoke about the learning curve when a Commissioner is first elected, but that does not reflect on the decisions that are being made for the community. She stated that she will continue to represent the people that elected her to the dais.
- Commissioner Linden spoke about a great time at the ground-breaking event and mentioned the upcoming Arbor Day event and the Lake Park Historic Society event.
- Vice Mayor Hensley spoke about placing signs for new businesses in town and about putting together a hurricane preparedness guide.
- Mayor Michaud welcomed Oceana Coffee to Town. He also provided information about the application process for volunteer boards in Town. Mayor Michaud welcomed PBSO Adam Pozsonyi back to Lake Park. He also announced the Haitian Flag Day Celebration on May 17<sup>th</sup>.

**REQUEST FOR FUTURE AGENDA ITEMS:**

Mayor Michaud would like to discuss speed bumps at a future meeting.

**ADJOURNMENT:**

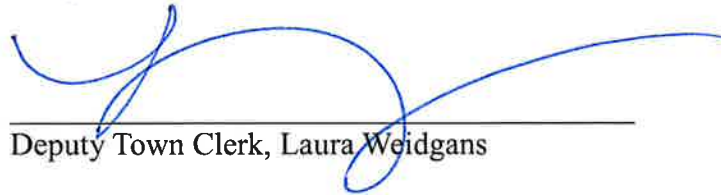
Motion to adjourn made by Commissioner Thomas, seconded by Vice Mayor Hensley.

Voting aye: All

Meeting adjourned 9:03 pm.

**FUTURE MEETING DATE:** Next Scheduled Regular Commission Meeting will be held on May 7, 2025.

  
Mayor Roger D. Michaud

  
Deputy Town Clerk, Laura Weidgans



Approved on this 7<sup>th</sup> of May, 2025



# Exhibit A

## Town of Lake Park Town Commission

### Agenda Request Form

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**Meeting Date:** April 16, 2025

**Originating Department:** Community Development

**Agenda Title:** Ordinance 02-2025 - Amending Section 78-142 Chapter 78 - Paving and Maintenance Standard for Driveways (Gravel Driveways)

**Agenda Category** (i.e., Consent, New Business, etc.): **OLD BUSINESS**

**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Cost of Item:** \$0.00 **Funding Source:** \_\_\_\_\_

**Account Number:** \_\_\_\_\_ **Finance Signature:** \_\_\_\_\_

**Advertised:**

**Date:** N/A **Newspaper:** \_\_\_\_\_

**Attachments:** → Proposed Ordinance 02-2025

→ Resolution 11-02-24 Approving an Amnesty Period for the certain properties (as listed)

**Please initial one:**

\_\_\_\_\_ Yes I have notified everyone

N/D \_\_\_\_\_ Not applicable in this case

### Summary Explanation/Background:

During the February 21, 2024, the Town Commission approved a two-year Amnesty period for approximately forty (40) properties within the Town with non-conforming gravel driveway (Resolution 11-02-24) due to the concern that bringing these properties into compliance with the Town Code by eliminating their gravel driveways would pose an economic hardship.

Note: To date, a total of nine properties (22.5%) have either complied or are moving toward compliance. Of these properties, two (2) properties have utilized Town grant funding to support these improvements.

Due to the continued economic impact concerns, the Town Commission has requested that staff propose

an Ordinance amending the Town's Land Development Regulations (LDR's) that would provide for the vesting of gravel driveways until a time that the property is either substantially renovated or the driveway is replaced, whichever occurs first.

Further, the LDR's will continue to provide that although these properties would now be vested, if approved, the maintenance standards for gravel driveways within the LDR's would still be required to be met.

Note: The Town Code - Section 78-2 - provides for the following existing definition for 'substantial renovation':

*Substantial renovation means either of the following: Repair, rehabilitation, restoration, reconstruction, alteration, expansion, or similar improvement, in a calendar year, in excess of 50 percent of the assessed value of the property, as determined by the most recent certified tax roll prepared by the county tax collector; or any building addition in excess of 20 percent of the existing gross floor area or increase in height in excess of 20 percent of the existing building height.*

If approved on 1<sup>st</sup> reading, the proposed Ordinance will be presented for 2<sup>nd</sup> and final reading on May 7, 2025. If approved, the proposed Ordinance would be effective immediately upon final approval.

Additionally, if approved, the Town's Community Beautification Improvement Grant funding will continue to be available for the replacement of gravel driveways to an approved alternative surface (that is code compliant).

The proposed Ordinance was prepared by the Community Development Director and reviewed by the Town Attorney.

**Recommended Motion:**

I move to approve Ordinance 02-2025 - Amending Section 78-142 Chapter 78 - Paving and Maintenance Standard for Driveways (Gravel Driveways) on 1<sup>st</sup> Reading.



## Town of Lake Park Town Commission

### Agenda Request Form

**Exhibit B**

**Meeting Date:** April 16, 2025  
**Originating Department:** Special Events  
**Agenda Title:** Special Event Request - Haitian Flag Day Celebration

**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Cost of Item:** \$1,152.00 **Funding Source:** Special Events Department Budget  
**Account Number:** 600-14000 **Finance Signature:** \_\_\_\_\_

**Advertised:**  
**Date:** \_\_\_\_\_ **Newspaper:** \_\_\_\_\_

**Attachments:** Haitian Flag Day Celebration Special Event Permit Application  
\_\_\_\_\_

**Please initial one:**

X Yes I have notified everyone  
\_\_\_\_\_ Not applicable in this case

**Summary Explanation/Background:**

On March 2, 2025, the Special Events Department received a Special Event Permit Application from Faith Based Academy of Patriots Returning to Eden (FAPRE) proposing their annual Haitian Flag Day Celebration to be held on Saturday, May 17, 2025, from 3:00 PM – 9:00 PM, at Bethlehem Haitian Baptist Church.

The celebration is being planned to include live entertainment by various artists, food, art & craft vendors, soccer and basketball competitions, bounce houses, races, games and appearances from PBSO Auxiliary Units and Palm Beach County Fire Rescue.

Town staff met with the organizers of the Haitian Flag Day Celebration to discuss the event logistics and the Town's contribution of \$10,000 (FY 2025 Budget – General Fund). However, during the meeting, the organizers requested that the Town provide additional assistance, including additional unbudgeted financial support, for the event:

REQUESTED CATEGORY	VALUE	TOTAL
<b>Tents, Tables, Chairs, Coolers, Barricades &amp; Cones</b> The event organizers request Town-owned tents, tables, chairs, barricades and cones.	No monetary value	No monetary value
<b>Staff Fee</b> Four (4) Town employees (Public Works Department) requested to assist with set up and breakdown, including Town tents, tables chairs, coolers, barricades and cones.	Four (4) employees at \$32.00 Per Hour for 9 Hours	\$1,152.00 (Direct Cost)
<b><u>TOTAL DIRECT COST REQUESTED: \$1,152.00</u></b>		

The proposed Special Event requests have been reviewed by the Town's Special Event Department staff and the Public Works Director.

**Recommended Motion:**

The Town Commission is requested to provide consideration of the proposed special event requests (i.e., event equipment and unbudgeted funding) to support the proposed 2025 Haitian Flag Day Celebration.



**Town of Lake Park Town Commission**

**Agenda Request Form**

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**Meeting Date:** April 16, 2025

**Originating Department:** Town Attorney  
Resolution 21-04-25 - Work Order Agreement - Park Avenue Downtown District (PADD) Planning and Engineering Study - Kimley-Horn and Associates, Inc. - \$50,000

**Agenda Title:** Associates, Inc. - \$50,000

**Agenda Category** (i.e., Consent, New Business, etc.): New Business

**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Cost of Item:** \$50,000.00 **Funding Source:** General Fund (Non-Departmental)

**Account Number:** 900-31000 **Finance Signature:** Barbara Gould

**Advertised:**

**Date:** N/A **Newspaper:** \_\_\_\_\_

**Attachments:** Resolution (Kimley-Horn Work Order Agreement) with:

Kimley-Horn Work Order Agreement

Town Attorney Memo dated September 18, 2024  
(including No-Conflict Town Attorney Email)

Town Attorney Memo dated March 18, 2025 (Background & Need for PADD Analysis)

**Please initial one:**

\_\_\_\_\_Yes I have notified everyone

ND Not applicable in this case

**Summary Explanation/Background:**

During the September 18, 2024 Town Commission FY 2025 Budget hearing, the Commission requested and authorized approval of \$50,000 within the FY 2025 Town Budget to perform the necessary planning and engineering studies within the Park Avenue Downtown District (PADD) to analyze, assess and make recommendations regarding the Town's existing Land Development Regulations (LDR's) and

Comprehensive Plan Land Use Policies and Objectives related to future growth within this area of the Town.

During the November 6, 2024 Town Commission Meeting, the Commission provided direction to the Town Attorney to move forward in negotiating a scope of work with Kimley-Horn and Associates, Inc. and to oversee this process due to the new Town Manager beginning in January 2025.

Further, during the March 5, 2025 Town Commission Meeting, the Commission provided approval/direction to begin the planning process in advance of authorizing an Agreement with Kimley-Horn in the amount of \$50,000 to complete the process of analyzing, assessing and making recommendations regarding the Town's existing Land Development Regulations (LDR's) and Comprehensive Plan Land Use Policies and Objectives related to future growth within PADD.

Note: The Commission's direction was provided with the understanding that an Agreement with Kimley-Horn would be presented/approved during a future Commission meeting (after-the-fact approval).

Thus, staff is recommending approval of the proposed Agreement with Kimley-Horn for planning consulting services to analyze, assess and make recommendations regarding the Town's existing Land Development Regulations (LDR's) and Comprehensive Plan Land Use Policies and Objectives related to future growth within PADD area of the Town in the amount of \$50,000.

Please note that this planning process has begun and the consultant has developed a project completion timeline that would include a public workshop date on Saturday, April 26, 2025, at 10 am, in Town Hall. The proposed project timeline is as follows:

**Proposed Project Timeline - Planning Study and Analysis for the Park Avenue Downtown District (PADD):**

March 21, 2025 - Project Kick Off Meeting

March 31, 2025 - PADD Study – Proposed Draft #1

April 11, 2025 - PADD Study – Proposed Final Version

**\*\*\*\*Saturday, April 26, 2025, 10 a.m. - Public (Community) Workshop at Town Hall (Commission Chambers)\*\*\*\***

Note: Advance notice/outreach to the Lake Park Community is being completed to obtain public input on this issue prior to making final recommendations to the Lake Park Planning & Zoning Board and then to the Town Commission (i.e., Trilingual mailers were sent town-wide to all property owners during the week of April 7, 2025 and added to the Town's website and social media accounts, etc.). Additionally, the planned Public Workshop will be held within the Town Hall Commission Chambers and the meeting will be recorded and streamed live on the Town's website, YouTube page and Facebook Live.

May 2, 2025 - Policy and text amendments – Proposed Draft #1

May 9, 2025 - Policy and text amendments – Proposed Final Version

May 19, 2025 - Planning & Zoning Board/Local Planning Agency Meeting (another date may be selected to hold a special meeting in May 2025 depending on Board Member availability)

June 2025 - Town Commission transmittal hearing and Land Development Regulations hearing (1st Reading)

July/August 2025 - Town Commission adoption hearings for Comprehensive Plan and Land Development Regulations (2<sup>nd</sup> and Final Reading)



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Please note that the 6-month Zoning in Progress is expected to conclude on May 19, 2025; however, due to the proposed timeline, a two-month extension may be required to complete the planning study. This issue is expected to be considered at a later date by the Town Commission.

The proposed Agreement was prepared by Kimely-Horn and Associates and reviewed by the Community Development Director and the Town Attorney.

Note: The Town Attorney has provided an opinion that utilizing Kimley-Horn and Associates as the Town's planning consultant for this project would not be considered as a conflict of interest based on the consultant's prior involvement with a proposed PADD development project (see attached).

Further, as requested by Town Commissioner O'Rourke during the April 2, 2025, the Town has requested information from Kimley-Horn regarding all current and previous agreements for consulting services related to the PADD area. At this time there does not appear that the Town has any previous agreements with this consultant for the PADD area; however, this information is continuing to be collected and will be presented to the Town Commission prior to consideration of this item.

**Recommended Motion:**

I move to approve Resolution 21-04-25 - Work Order Agreement to complete the proposed Park Avenue Downtown District (PADD) Planning and Engineering Study with Kimley-Horn and Associates, Inc., in the amount of \$50,000.

### Project Milestones + Schedule

The following schedule reflects approximate completion dates for each task in the proposed scope of work. The Consultant will provide the associated deliverable within one week of the date listed in this document.

Date	Task	Status
<b>March 21, 2025</b>	Kick off meeting	Complete
<b>March 31, 2025</b>	PADD Study Draft 1	Complete
<b>April 11, 2025</b>	PADD Study Final Version	Complete
<b>April 26, 2025</b>	Public Workshop	Public notice complete
<b>May 2, 2025</b>	Policy and text amendments Draft 1	
<b>May 9, 2025</b>	Policy and text amendments Final Version	
<b>May 2025</b>	Planning & Zoning Board Meeting Local Planning Agency	Meeting date to be determined. Public notice required by Town.
<b>June 2025</b>	Town Commission Comprehensive Plan Amendments -Transmittal Land Development Regulations Amendment - 1 <sup>st</sup> reading	Meeting date to be determined. Public notice required by Town.
<b>June to July 2025</b>	FL Commerce 30-day review period	Assuming expedited review will be accepted.
<b>July 2025</b>	Town Commission Comprehensive Plan Amendments - Adoption Land Development Regulations Amendments - Adoption	Meeting date to be determined. Public notice required by Town.



Town of Lake Park  
PUBLIC COMMENT CARD

**CIVILITY AND DECORUM**

The Town of Lake Park is committed to civility and decorum to be applied and observed by its elected officials, advisory board members, employees and members of the public who attend Town meetings. The following rules are hereby established to govern the decorum to be observed by all persons attending public meetings of the Commission and its advisory boards:

- Those persons addressing the Commission or its advisory boards who wish to speak shall first be recognized by the presiding officer. No person shall interrupt a speaker once the speaker has been recognized by the presiding officer. Those persons addressing the Commission or its advisory boards shall be respectful and shall obey all directions from the presiding officer.
- Public comment shall be addressed to the Commission or its advisory board and not to the audience or to any individual member on the dais.
- Displays of disorderly conduct or personal derogatory or slanderous attacks of anyone in the assembly is discouraged. Any individual who does so may be removed from the meeting.
- Unauthorized remarks from the audience, stomping of feet, clapping, whistles, yells or any other type of demonstrations are discouraged.
- A member of the public who engages in debate with an individual member of the Commission or an advisory board is discouraged. Those individuals who do so may be removed from the meeting.
- All cell phones and/or other electronic devices shall be turned off or silenced prior to the start of the public meeting. An individual who fails to do so may be removed from the meeting.

Meeting Date April 16, 2025

Cards must be submitted before the item is discussed!!

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

Name: Katia Zhestikova  
Address: 1018 7th STREET Lake Park

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):

study.

**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

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Meeting Date

4/16/25

Cards must be submitted before the item is discussed!!

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

Name:

Michael Steinhauer

Address:

435 Green Bluff

If you are interested in receiving Town information through Email, please provide

your E-mail address: pipesstone1992@gmail.com

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

\_\_\_\_\_

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

1) introduce new public safety initiatives  
2) zoning ordinance

**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

**CIVILITY AND DECORUM**

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Meeting Date 16 Apr 2025

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

Name: Ralph Moscoso  
Address: 429 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:

\_\_\_\_\_

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

Ref's Commissioner O'Rourke

**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.





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Meeting Date \_\_\_\_\_

Cards must be submitted before the item is discussed!!

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

Name: Kervens Jean Baptiste  
Address: 592 N Redwood Dr Lake Park

If you are interested in receiving Town information through Email, please provide your E-mail address: Kbaptiste592@gmail.com

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.



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Meeting Date \_\_\_\_\_

Cards must be submitted before the item is discussed!!

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

Name: Torrence Davis

Address: 918 PARK A

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:

#10

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

Public Comment

**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.

Also made public comment on Non Agenda Item



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Meeting Date 4/16/25

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

Name: Alice Naegel  
Address: 855 Hawthorne Dr.

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

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

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

Zoning laws remaining unchanged. No vote for biased members - Developers should not be represented

**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.





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Meeting Date

*April 16, 2025*

Cards must be submitted before the item is discussed!!

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

Name:

*TERENCE DAVIS*

Address:

*LAKE PARK*

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:

*1119*

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.

*Agenda Item #19*



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Meeting Date \_\_\_\_\_

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

Name: Mary Beth Taylor

Address: 209 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:

Non-Business #19 PADD Planning Engineering Study

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

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Agenda Item # 19