



Lake Park Town Commission, Florida

Regular Commission Meeting Minutes

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

December 18, 2024

Immediately Following the Special Call Community Redevelopment Agency Meeting

Roger Michaud	—	Mayor
Kimberly Glas Castro	—	Vice Mayor
Michael Hensley	—	Commissioner
Mary Beth Taylor	—	Commissioner
Judith Thomas	—	Commissioner
Bambi McKibbon-Turner	—	Interim Town Manager
Thomas Baird	—	Town Attorney
Vivian Mendez, MMC	—	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

6:57 P.M.

PRESENT

Mayor Roger Michaud

Vice-Mayor Kimberly Glas-Castro

Commissioner Mary-Beth Taylor

Commissioner Judith Thomas

Commissioner Michael Hensley

PLEDGE OF ALLEGIANCE

The pledge was recited during the Special Call CRA Meeting earlier in the evening.

SPECIAL PRESENTATION/REPORT:

1. P3 Quarterly Report by Forest Development.

Mr. Larry Zabik and Mr. Peter Baytarian from Forest Development presented to the Commission (Exhibit A). Mr. Zabik explained that they would be presenting before the Cabinet and Governor on March 25, 2025 and then provide full updates to the Commission in April 2025.

Commissioner Taylor asked if there will be enough room to plant the palm trees on the US 1 side. Mr. Zabik stated that there should be adequate space and that the landscaping will comply with the Town's code.

Commissioner Thomas commented on the date to meet the Cabinet and Governor in March 2025 and is pleased that they were able to get such an early date. Commissioner Thomas asked if there were any issues with any of the buildings. Mr. Zabik stated that they may have to relocate the barge, but there are no longer concerns with Freedom Boat Club and the dive shop.

Interim Town Manager McKibbon-Turner clarified that the Department of Environmental Protection (DEP) still has issues with Freedom Boat Club because it is a private club and the other dive shop has already left the marina. Commissioner Taylor asked if the Freedom Boat Club will stay. Interim Town Manager McKibbon-Turner stated that they are still working through that question. Town Attorney Baird explained that DEP considers the use to be a club and not open to the public. He stated that DEP will require that the use be removed from the Marina before they go before the Governor and Cabinet. He went on to say that if they could demonstrate that they are open to the public, they may be allowed to stay.

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.

James Sullivan expressed concerns with people using motorized scooters with no lights; street sign needed on the Northwest corner of Park Avenue and 10th Street; expressed the need for a skeet shooting range; spoke about a safety issue with hypodermic needle use; street parking; and trash.

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 Hensley asked to have items 6, 7 and 8 pulled.

Motion to approve Consent Agenda items 2-5 and 9 made by Commissioner Hensley, Seconded by Commissioner Taylor.

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

2. November 20, 2024 Regular Commission Meeting Minutes
3. Resolution 111-12-24 Fiscal Year 2024/2025 Budget Adjustments
4. Resolution 112-12-24 Authorizing and Directing the Mayor to Enter into a Contract Agreement for the Replacement and Installation of Windows and Doors at Kelsey Park Pavilion (RFQ 119-2024)
5. Resolution 113-12-24 Appointing Town Manager Richard J. Reade to Serve as the Representative of the Town of Lake Park on the Governing Board of Seacoast Utility Authority
9. Request for Approval for the Town Manager to Issue a Work Authorization for Hinterland Group, Inc. to Provide Stormwater Main Line Replacements at Various Locations, Under Terms Set Forth in Resolution Number 43-08-21 and Amendment in Resolution Number 96-12-23, Based on Broward College Request For Proposal (RFP)-2018-1687-EH (Cooperative Purchase Agreement).

Items 6, 7 & 8 were pulled from the Consent Agenda

6. Resolution 114-12-24 Authorizing and Directing the Mayor to Execute an Easement Agreement with the Seacoast Utility Authority Granting an Easement for a Water Main Along Railroad Avenue for Use by Clean Sweep.

Commissioner Hensley asked for an explanation of the item. Community Development Director Nadia DiTommaso explained that Seacoast needs an easement in order to install a water main for

the Clean Sweep project. Commissioner Thomas asked if the aerial image could be displayed (Exhibit B). Commissioner Thomas stated that Clean Sweep is using the road in that area for heavy equipment and suggests maybe having a discussion about improving the road.

Motion to approve Resolution 114-12-24 made by Commissioner Hensley, seconded by Commissioner Taylor. Voting Aye: All.

7. Resolution 115-12-24 Authorizing and Directing the Mayor to Execute a Grant Agreement Amendment between the State of Florida Department of Environmental Protection (FDEP) and the Town of Lake Park for a Performance Period Extension for the Vulnerability Assessment Update.

Commissioner Hensley asked for clarification on what the assessment was for. Public Works Director Jaime Morales explained that the engineers needed to remodel the vulnerability test because the values that the test was based upon had changed.

Motion to approve Resolution 115-12-24 made by Commissioner Hensley, Seconded by Commissioner Taylor. Voting Aye: All.

8. Resolution 116-12-24 Authorizing and Directing the Mayor to Execute an Agreement with the State of Florida, Division of Emergency Management for Grant Funds Associated with Hurricane Milton.

Commissioner Hensley asked for a summary of the item. Finance Director Jeff DaSilva explained that the agenda item is so that the Town can receive funds for Hurricane Milton. Commissioner Thomas asked if this was just a preparation for a claim for damages. Finance Director DaSilva explained that the costs are currently being put together. Vice-Mayor Glas-Castro asked if the Town had filed to participate in the Florida Recovery Obligation Calculation (F-ROC). Finance Director DaSilva stated he would have to look into it and get back with the Commission. Vice-Mayor Glas-Castro stated that the deadline for F-ROC has already passed for 2025.

Motion to approve Resolution 116-12-24 made by Commissioner Hensley, Seconded by Commissioner Taylor. Voting Aye: All.

QUASI-JUDICIAL PUBLIC HEARING (RESOLUTION): NONE

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

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

10. Ordinance 13-2024 Creating a New Section 30-6 Pertaining to the Operation of Micro-mobility Devices, Golf Carts, Low Speed Vehicles, and Motorized Scooters.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 30, ARTICLE I TO CREATE A NEW SECTION 30-6 PERTAINING TO THE OPERATION OF MICROMOBILITY DEVICES, GOLF CARTS, LOW SPEED VEHICLES, AND MOTORIZED SCOOTERS; PROVIDING FOR THE AMENDMENT OF CHAPTER 30, ARTICLE II SECTION 30-35 PERTAINING TO HIGH-CAPACITY PASSENGER OR WORK VANS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Planner Anders Viane presented the item. He stated that after adoption of the Ordinance, Public Works will install signage. Commissioner Taylor suggested that next year the Town have a golf cart parade.

Motion to approve Ordinance 13-2024 made by Commissioner Thomas, Seconded by Commissioner Taylor.

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

Attorney Baird read the Ordinance by title only.

OLD BUSINESS:

11. Presentation Pertaining to the Bert Bostrom Stormwater Project – Excess Fill

Public Works Director Jaime Morales explained the item (Exhibit C). Commissioner Thomas asked about the anticipated cost for additional fencing. Public Works Director Morales advised that the fencing would only be needed if they utilized the area at 10th Street as an alternate location, but they do not recommend using this area. The Commission agreed with the recommendations as set forth in the presentation.

12. Discussion Regarding the Interlocal Agreement with the Town of Palm Beach Shores for the Provision of Fill Material for the Lake Park Harbor Marina.

This item is deferred to January 15, 2025.

NEW BUSINESS:

Vice-Mayor Glas-Castro moved to reorder the agenda and have item 18 moved to the first item under New Business. Commissioner Hensley seconded the motion. Voting Aye: All

18. Presentation by Palm Beach County on the Lake Park Scrub Natural Area Proposed Public Use Improvements and Management Plan Text Amendments.

Ms. Deb Drum, Director of Palm Beach County Environmental Resources Management presented to the Commission (Exhibit D). Commissioner Taylor asked if a pedestrian and bicycle entry could be added on the north end. Ms. Drum stated that they would need to make sure they were complying with the American's with Disabilities Act (ADA), but they will definitely look into doing that. Commissioner Hensley stated he is excited about this and asked how the safety component would be included. Ms. Drum stated that they have a contract with the Palm Beach County Sheriff's Office (PBSO) for enforcement of natural areas throughout the County. They will also have a dedicated toll free phone number for people to report issues within the natural areas. Commissioner Thomas asked how often staff surveys the parcel. Ms. Drum stated that they have been actively monitoring the property since they acquired it. Commissioner Thomas also asked about a future road cutting through the middle of the parcel. Ms. Drum stated that "no road will be going through the parcel". She stated that some of the trails would need to be hardened in order to comply with ADA requirements. Vice-Mayor Glas-Castro asked about the purchase of a parcel outside of the area that would join this property. Ms. Drum stated that this was not a part of the discussion that the County was going to pursue. Vice-Mayor Glas-Castro and Mayor Michaud agree with providing bicycle access from the north side as Silver Beach Road is too busy to ride a bike on. Commissioner Taylor asked what the time frame would be. Ms. Drum stated that they would like to move quickly so they can meet an upcoming grant deadline. She stated that the item will go before the County Commission on January 7, 2025. Vice-Mayor Glas-Castro asked if a letter of support

would be helpful. Ms. Drum stated that it would be helpful. The Commission agreed to draft a letter of support.

Public Comment:

Patricia Leduc spoke in support of the Lake Park Scrub and feels that access from Silver Beach Road would be beneficial.

Brady Drew spoke in support of the Lake Park Scrub and also supports the entrances on the north side of the scrub.

Motion to accept the Palm Beach County request to proceed with the proposed text amendments to the Scrub Area Management Plan in order to enable the improvements as presented, to include a letter of support from the Commission and to include bicycle and pedestrian access from the north side of the scrub area made by Commissioner Taylor, Seconded by Commissioner Thomas.

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

13. Discussion of the Legislative and Funding Priority List for the 2025 Florida Legislative Session.

Ms. Ellen Bogdanoff presented to the Commission (Exhibit E). She advised that the legislative session begins March 4, 2025.

Interim Town Manager McKibbin-Turner asked about the funding for the oval-about. Ms. Bogdanoff stated that transportation funding is difficult to obtain, but they will work with the Town on getting it approved.

Vice-Mayor Glas-Castro asked when they should visit. Ms. Bogdanoff recommended the Commission come up during the second or third week of the legislation session if possible. Commissioner Taylor asked if mobility issues would be a priority. Ms. Bogdanoff stated that park issues are difficult to get approved. Vice-Mayor Glas-Castro suggested to have Chief Public Information Officer/Grants Writer Merrell Angstreich work with Ms. Bogdanoff before they are ready to make a motion.

14. Resolution 117-12-24 Amendment to the Agreement between the Town of Lake Park and Becker & Poliakoff to increase the compensation from \$3,500 per month to \$5,000 per month (\$60,000.00) per year effective 10/1/2024 as budgeted for Fiscal Year 2025.
Motion to approve Resolution 117-12-24 made by Commissioner Thomas, Seconded by Vice-Mayor Glas-Castro.
Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Taylor, Commissioner Thomas, Commissioner Hensley.
15. Neighborhood Block Party Grant Discussion.
Special Events Director Riunite Franks explained the item. Commissioner Hensley suggested only 60% of the residents on the block need to agree within 45 days before the event. Consensus was reached for 50% of signature and verification of notice to residents.
16. Inform the Commission that the Town has received the Historic Preservation Grant funds for the design phase of ADA improvements to the Town Hall.
Public Works Director Jaime Morales explained.
Motion made to move forward with the procurement process for architectural services by Vice-Mayor Glas-Castro, Seconded by Commissioner Taylor.
Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Taylor, Commissioner Hensley
Commissioner Thomas was away from the Dias during the vote.
17. Resolution 118-12-24 Authorizing and Directing the Mayor to Execute the Town Consent Agreement between Forest Development P3 LPM, LLC and the Town of Lake Park.
Attorney Baird explained the item. Commissioner Thomas sought clarification that the Town's involvement is limited to the ground leases and site plan approvals. Attorney Baird confirmed this to be correct.
Motion to approve Resolution 118-12-24 made by Vice-Mayor Glas-Castro, Seconded by Commissioner Taylor.
Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Taylor,

Commissioner Thomas, Commissioner Hensley.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Attorney Baird wished happy holidays.

Interim Town Manager McKibbon-Turner provided comments (Exhibit F). Consensus was reached to close Bert Bostrom Park for the duration of the upcoming construction for potential safety concerns. Consensus was reached to escalate the legal review of the Town Code to urgent. Interim Town Manager McKibbon-Turner advised that the consensus for the Brandano contract was no longer necessary. The Commission agreed that Brandano failed to complete their work by the specified date and they would like to withhold payment of the contract. The matter will be reviewed by Town Attorney Baird.

Commissioner Hensley requested discussion of a code enforcement committee. Town Attorney Baird stated that it is much more efficient for the Town to use a magistrate for code hearings.

Commissioner Thomas apologized for missing a few Town events and wished everyone a happy holiday.

Commissioner Taylor wished everyone a happy holiday.

Vice-Mayor Glas-Castro thanked Interim Town Manager McKibbon-Turner for her service over the last few months and wished everyone a happy holiday.

Mayor Michaud also thanked Interim Town Manager McKibbon-Turner and spoke about his children's accomplishments. He thanked staff for all of their contributions.

Commissioner Thomas asked for details about Martin Luther King Jr. Day event. Special Events Director Franks stated the event is on Friday January 17th from 6pm to 9pm.

REQUEST FOR FUTURE AGENDA ITEMS: NONE

ADJOURNMENT:


Motion to adjourn made by Commissioner Thomas, seconded by Commissioner Taylor. Voting Aye: All.

Meeting adjourned 9:52 P.M.

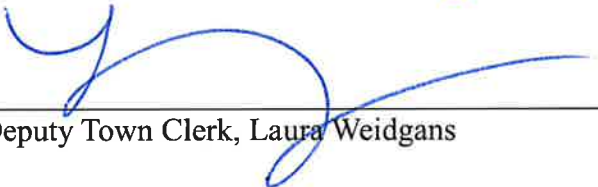
FUTURE MEETING DATE: Next Scheduled Regular Commission Meeting will be held on January 15, 2025.



Mayor Roger D. Michaud



Town Clerk, Vivian Mendez, MMC



Deputy Town Clerk, Laura Weidgans



Approved on this 15 of January, 2025

P3 Lake Park Harbor Marina
Quarterly Update
December 18th, 2024

Exhibit A



Overview

- Hotel, Boat Storage, Restaurant and Marina leases approved.
- PUD and site plans under review by Community Development Dept.
- State of Florida Reverter appraisal received. We will be proceeding to Governor and Cabinet for approval.
- Monthly Lake Park – Forest Development joint planning meetings.



Exhibit B

Marina Properties Redevelopment Project Critical Path

- Ground Leases – All executed
 - Pod A – Hotel
 - Pod B – Boat Storage Building
 - Pod C – Marina
 - Pod D – Restaurant
- Deed Restrictions and Reverter Clauses:
 - Approval currently in process.
 - Expect to be before Governor and Cabinet Q1 2025
- PUD/Master Plan:
 - Submitted to the Town on 12/18/2023.
 - Resubmittal in preparation



Exhibit B (Cont.)

Marina Properties Redevelopment Project Critical Path

- Hotel & Boat Storage Component
 - Site Plan submitted on 5/29/2024.
 - › Included Architectural Elevations & Floor Plans
 - Responses to comments and updated submittal early 2025
 - Hotel Management Agreement currently in negotiations with Marriot Hotels & Resorts
 - › Premium product → Autograph or Tribute level





Exhibit B (Cont.)

Marina Properties Redevelopment Project Critical Path

- Public Marina & Restaurant Component
 - Site Plan submitted on 5/29/2024.
 - Marina Component → First DEP permit applied for
 - › Response to comments submitted to DEP and USACOE









Questions?



Exhibit B

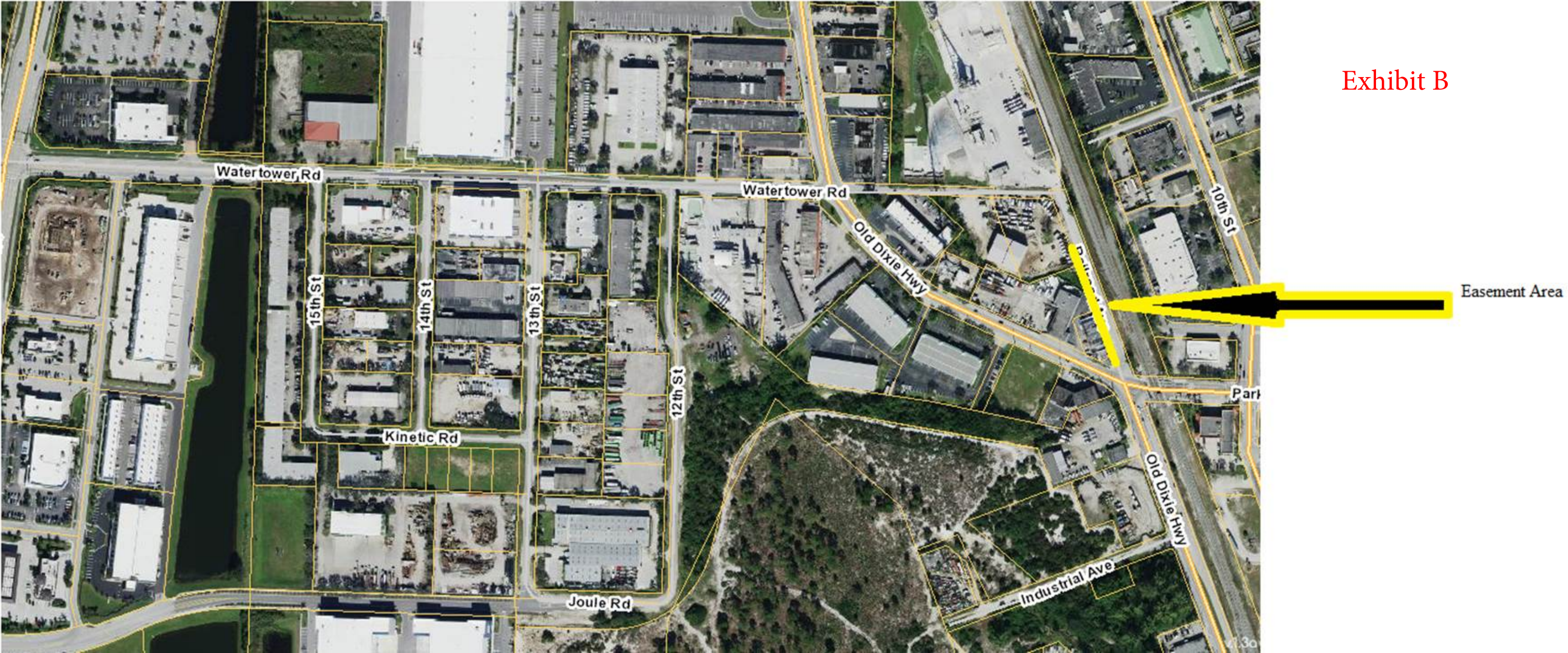




Exhibit C

Department of Public Works

Decision on Retaining Excess Sand Fill from Bostrom Park Stormwater Project

Excess Fill Material from Bert Bostrom





Expected Fill Quantity

1. The Town of Lake Park anticipates generating approximately 9,000 to 10,000 cubic yards of excess fill material from the Bert Bostrom Park stormwater project.
2. Per the current agreement, 5,000 cubic yards of fill will be transported to the Town's 12th Street Maintenance Yard for future, yet-to-be-determined applications. Nevertheless, we will approach the contractor to increase such amount to 7,000 to 7,500 cubic yards.
3. It is recommended that the remaining fill material (1,500 to 2,000 cubic yards) be retained on-site at Bert Bostrom Park to preserve its availability for potential future development projects and ensure optimal resource utilization.



Bert Bostrom Stormwater Project Fill Strategy



Retainage of Bert Bostrom Fill		
Bert Bostrom Stormwater Project Fill (CY)		9,000
Proposed to relocate to 12th Street (CY)		7,000 to 7,5000
Remaining Fill (CY)		2,000 to 1,500
Bert Bostrom Park Proposed Area (SY)		
Change of land elevation (Inches)	Inches /Yards	Fill to use (CY)
6 to 7	0.17 to 0.19	1,500 to 2,000



Bert Bostrom Stormwater Project Fill Strategy



Storage of Bert Bostrom Fill	
Bert Bostrom Stormwater Project Fill (CY)	9,000
Proposed to relocate to 12th Street (CY)	7,000 to 7,5000



Suggested alternative storage area for

Dredged Material



Pros

If the fill is intended for nearby projects, storing it at this location can reduce transportation costs and logistical complexities.

If the property is currently underutilized, storing fill can make effective use of the space.

Cons

Outdoor storage in commercial zones is subject to specific conditions and restrictions, such as prohibitions against storage within utility easements, drainage easements, alley rights-of-way, street rights-of-way, or required off-street parking spaces.

The property is zoned as PADD (Park Avenue Downtown District), which permits certain commercial uses upon city approval.

Storing large quantities of fill may affect the visual appeal of the area and could lead to environmental concerns, such as erosion or dust generation.

Note

Safety

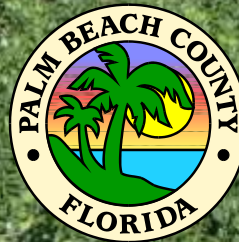
To address the safety factor the area would need to be fenced the estimated cost for such is \$10,000 to \$30,000



Exhibit D

Lake Park Scrub Natural Area Management Plan Amendments

**Town of Lake Park Commissioners Meeting
December 18, 2024**



**Deborah Drum, Director, Environmental Resources Management
Sandy Mann, Principal Planner, Environmental Resources Management**

Management Plan Figure Amendment – the figure on the left will be replaced with the figure on the right

Figure 3
Master Site Plan for the Lake Park Scrub Natural Area



2004

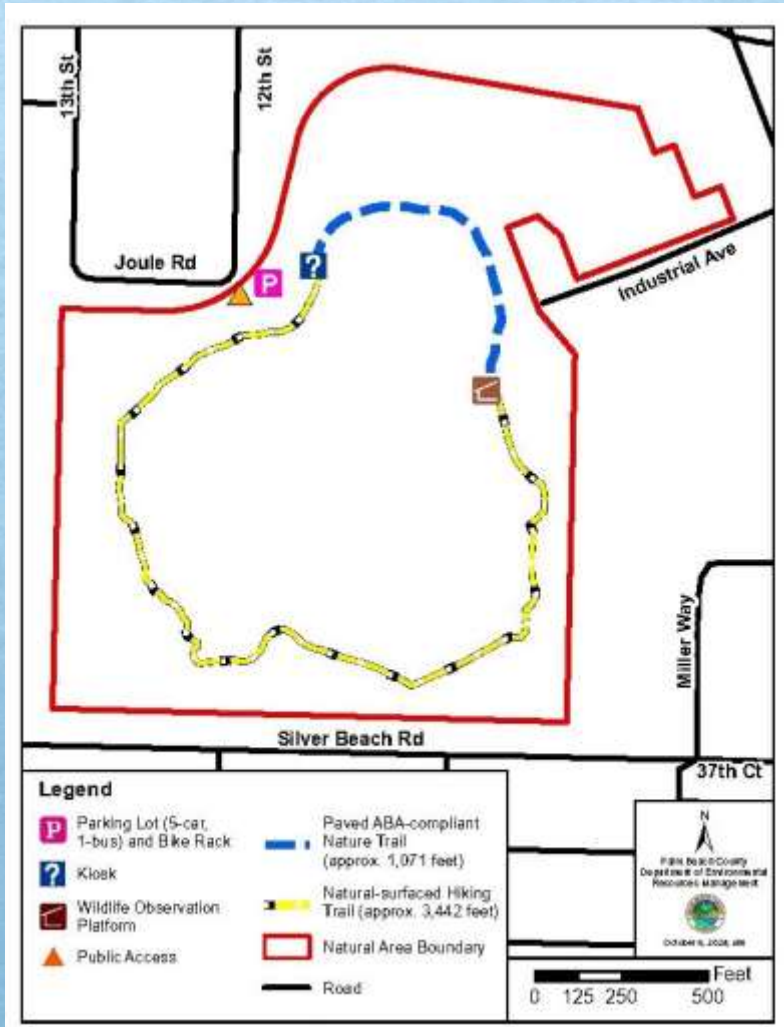
Figure 3
Conceptual Site Plan for Lake Park Scrub Natural Area



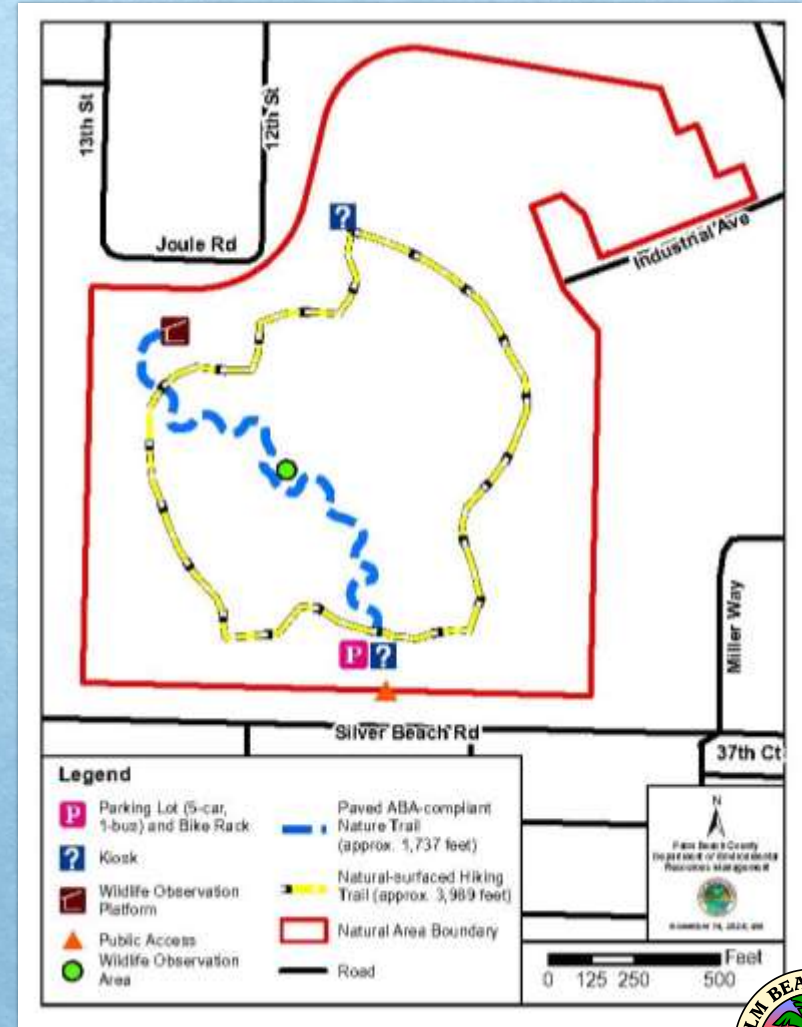
2025



Approved 2004 Master Site Plan and 2025 Proposed Conceptual Site Plan for Lake Park Scrub Natural Area (shown without the aerial photograph to more clearly depict the conceptual public use facilities)



2004



2025



Management Plan Text Amendments

Proposed changes to the management plan text include:

- Relocate the parking lot from the northwest portion of the site to the south-central portion
- Reduce the size of the parking lot from a 10-car, 2-bus parking lot to a 5-car, 1 bus parking lot to reduced impacts to endangered habitat
- Add a kiosk at the northernmost point of the hiking trail to provide information on the historical features of the site



Management Plan Text Amendments (Cont.)

- Add an uncovered wildlife observation area along the nature trail to meet Florida Communities Trust Grant Award Agreement requirements and provide a resting area for people with mobility disabilities
- Relocate the covered wildlife observation platform to an area with a higher elevation to improve visitor experience
- Increase the length of the paved, accessible nature trail and natural-surfaced hiking trail by approximately 737 and 293 feet, respectively, to improve visitor experience



Questions?



Exhibit E

2025 Legislative Session Outlook

December 18, 2024

Becker

Your State Lobbying Team



Ellyn S. Bogdanoff

Shareholder
Becker



Cody Rogers

Govt' Relations Specialist
Becker

Recent State Appropriation Success

- **2017**

- \$600,000 – Lakeshore Drainage – Sen. Powell

- **2019**

- \$29,000 – Road Stripping Improvement Project - Sen. Powell & Rep. Jacquet

- **2022**

- \$700,000 – Lake Shore Drive Drainage Improvements - Sen. Powell & Rep. Caruso

- **2023**

- \$1,000,000 – Septic to Sewer Conversion Project – Sen. Powell & Rep. Edmonds

- **2024**

- \$1,000,000 - Palm Beach Shores - Lake Worth Inlet/Singer Island Channel Dredging Project – Sen. Harrell & Rep. Caruso

\$3.3 Million!

2025 Legislative Session Information

The Florida State Constitution requires the Florida Legislature to meet in Tallahassee for regular session for 60 days every year:

- The regular session begins on the first Tuesday after the first Monday in March for odd-numbered years, and on the second Tuesday after the first Monday in January for even-numbered years.
- “The seat of government shall be the City of Tallahassee, in Leon County, where the offices of the governor, lieutenant governor, cabinet members and the supreme court shall be maintained and the sessions of the legislature shall be held...”
- March 4, 2025 - Regular Session convenes
- May 2, 2025 - Last day of Regular Session
- There are six interim committee weeks between now and the start of the 2025 Legislative Session

The Florida Legislature is constitutionally required to pass a balanced state budget, officially titled the General Appropriations Act, during the annual regular session.

- This is the only piece of legislation legislators are required to pass each year.

Budget Outlook

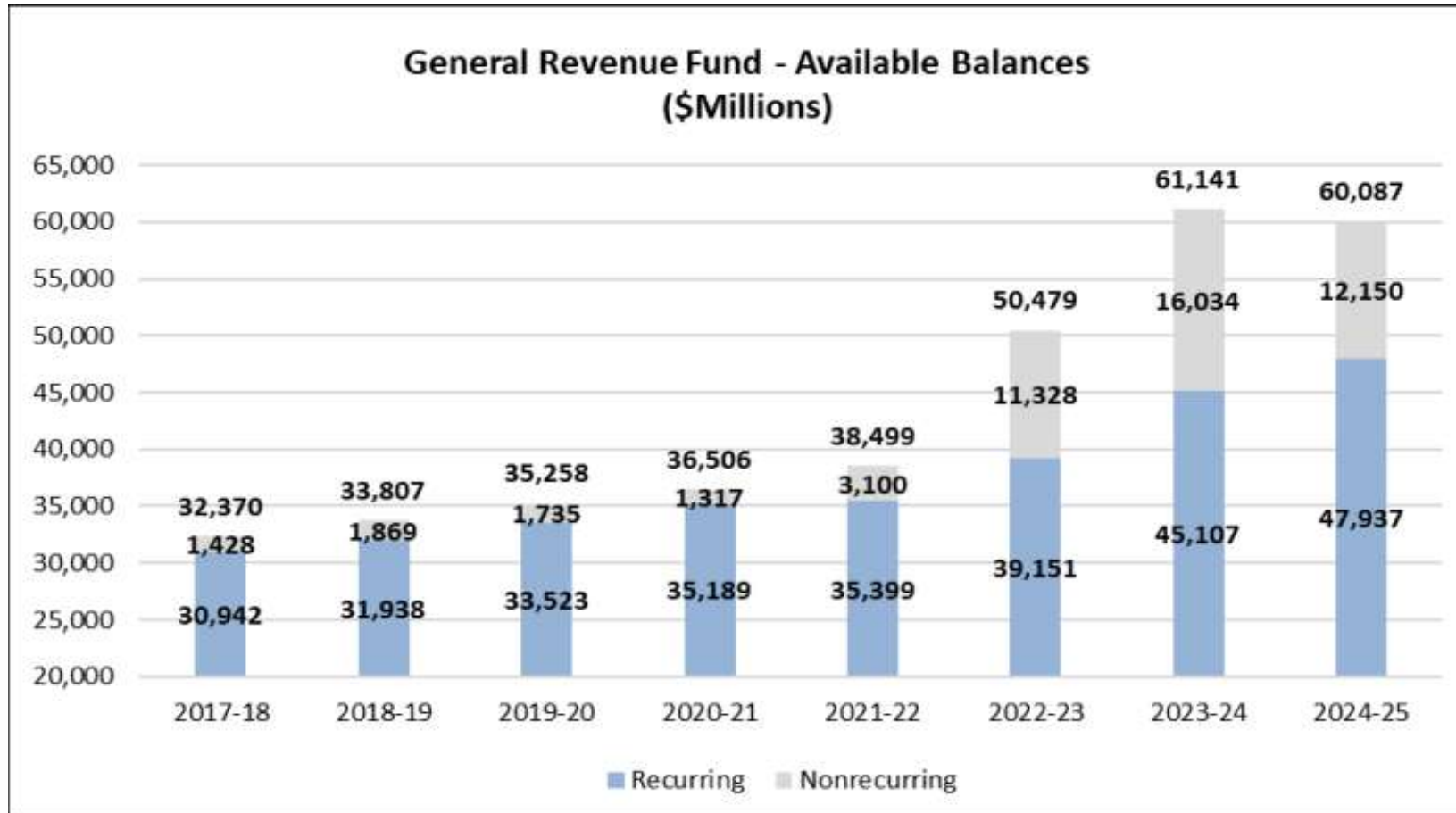
- On September 6th, the Legislative Office of Economic and Demographic Research presented an updated Long-Range Financial Outlook to the Legislative Budget Commission.
- “The Outlook projects future expenditures based on recent history, resulting in expenditure projections that outpace the General Revenue funds expected to be available beginning in Year 2 of the Outlook.”
- **The budget is projected to go into a deficit** in two years unless lawmakers make changes. It predicts a:
 - \$2 billion budget surplus for 2025
 - \$2.82 billion deficit for 2026
 - \$6.94 billion deficit for 2027

Budget Outlook

(cont.)

- The forecasts assume the legislature will continue spending on the priorities of the recent years like:
 - Popular tax cuts
 - Investment in affordable housing
 - Increases for health care workers and providers
 - Florida's universal school voucher program
 - Medicaid growth and a shortfall in the employee health insurance program.
- The outlook also demonstrates the fact that pandemic era federal aid dollars are coming to a close.
- The FY 24/25 Budget was \$116.5 billion.

General Revenue Fund Overview



THANK YOU!



**TOWN MANAGER COMMENTS
REGULAR TOWN COMMISSION MEETING
Wednesday, December 18, 2024**

INFORMATION TECHNOLOGY

We have launched a new cyber security training program designed to enhance our safe computing practices. Going forward and at the beginning of each month a new training module covering various security topics will be sent to all employees and elected officials. These training modules are designed to be brief and engaging, and completion of these modules is mandatory. Any questions should be directed to the Chief Information Security Officer.

LAKE PARK PUBLIC LIBRARY

The Town of Lake Park was an honorable mention for the Small Municipality category of this year's Read for the Record campaign. The town of Lantana was the Read for the Record winner.

The Lake Park Public Library would like to thank the Friends of the Lake Park Public Library for donating a flat-screen television which replaces the over 7 year old current TV.

The Library will be closed on Christmas Eve, December 24th, Christmas, December 25th, and New Year's Day, January 1st. The Library will be open Monday, December 23rd until 6 p.m. and until 8 p.m. on December 31st.

Due to the holidays, ESOL, the Homework Club, Chess Club, and Enrichment Time will not be held starting Friday, December 20th. These activities will resume on January 6, 2025, after the New Year starts. There will be Story Times on December 21st and 28th and January 4th. Children's Crafts will be held on December 31st.

PUBLIC WORKS

At the December 18, 2024 meeting, the Commission approved on second reading an amendment to the town's ordinance allowing the use of golf carts on local roads within the town's jurisdiction. Per Florida Statute, local governments permitting golf cart usage on their roads must install signage to communicate such allowances effectively.

Currently, the Public Works department lacks a comprehensive inventory of street signs across the town. However, based on historical data from three roads showing 116 signs, we estimate approximately 400 signs are installed throughout the town's road network. Utilizing approximately 30% to 40% of the total estimated amount of signed, we would need 125 to 175 new signs. To comply with the ordinance requirements, we calculated an estimated cost based on these assumptions: 125 to 175 signs will be mounted on existing poles, estimated at \$12,500 to \$17,500.

Inasmuch as the above amount has not been budgeted for Fiscal Year 2025, we will be bringing forth a budget amendment in early 2025 to provide for such amount so that the required signage can be installed.

SPECIAL EVENTS

City of Rivera Beach MLK Parade

The Town Commission received an invitation to participate in the annual Martin Luther King, Jr. Parade hosted by the City of Riviera Beach on Saturday, January 18, 2025 at 10:00 a.m. At this time, we would like to know if there are any Commissioners that would like to participate.

Lake Park Elementary Caroling Event

Students from Lake Park Elementary will be caroling on Thursday, December 19 from 5:00 p.m.–6:00 p.m. The students will start at Lake Park Elementary, travel north towards Foresteria Drive, west towards 6th street, south on 6th street, east on Evergreen Drive and back to the school.

For more information regarding special events and recreation programs, please contact the Special Events Department at 561-840-0160.

TOWN COMMISSION CONSENSUS

Bert Bostrom Park Upcoming Construction

I would like to bring to your attention a potential safety concern regarding the upcoming construction at Bert Bostrom Park. The stormwater storage chamber installation is scheduled to begin in January 2025, and due to the heavy construction activities involved, we strongly recommend closing the entire park to the public for the duration of this phase of the project.

While the basketball court and playground on 6th Street are currently fenced off, there is still a risk that children, driven by curiosity, may attempt to access the construction zone. Seeking Town Commission consensus on the recommendation to closure of Bert Bostrom Park during the construction as the project presents a significant safety issue.

Town of Lake Park Code Legal Review Update

The CivicPlus legal review of the Town of Lake Park Code will be done at the earliest mid-January 2025 and latest beginning of February 2025. The Agreement date of completion for December 3, 2024 is said to be the ending of the initial term and not associated to the completion date of the legal review. If it is the desire of the Town Commission it can be requested of the attorneys to escalate this project to urgent. Seeking Town Commission consensus.

Town Hall Holiday Decorations

On October 29, 2024, the Town of Lake Park entered into a contract with Brandano Displays, Inc. for the installation of holiday decorations at Town Hall and their maintenance. According to the scope of work as part of the contract, installation was supposed to be complete by November 24, 2024. This did not occur.

Despite repeated attempts to engage the Brandano regarding their commitment to honor the contract, we have not received any response or confirmation from them. And as of this date, the installation has not been completed. It was brought to our attention today that the contractor has partially started installing lights on a building but has not completed the work or communicated their intentions. This lack of responsiveness and failure to fulfill the agreed-upon obligations raises significant concerns.

The term of this contract commenced upon execution by both parties and shall continue until January 15, 2025. We are seeking your consensus to terminate the contract in accordance with the termination clause at Item 9 clause which states that “either party may terminate this Agreement for convenience by providing the other party with 90 days advance written notice of its intention to do so, and to pay Brandano for all work performed up to the termination date”. Inasmuch as Brandano did not complete the installation by November 24, 2024 as set forth in the scope of work and has been nonresponsive to our repeated attempts to engage them, we are seeking consensus to have the Town Attorney terminate the contract, and to withhold payment.

LOCATION OF NAUTILUS SALES OFFICE (BARGE) DEED MODIFICATION MATTER

In our conversations with the Florida Department of Environmental Protection (DEP) regarding the Deed modification matter, DEP made it clear that the Nautilus Sales Office must be relocated from its present location. We have reached out to Forest Development and asked them to identify any land available on their property to where it could relocate its sales office.

PALM BEACH NORTH CHAMBER OF COMMERCE

As I advised the Commission by email, the Palm Beach North Chamber of Commerce has developed its new Business Resource Center where new businesses can find resources to assist with start-ups, networking and educational opportunities, and it has developed its New Business Checklist a copy of which is attached. The first bullet on this checklist “Write Your Business Plan”. I believe this is very important information, and we have already started providing it to new businesses as part of our Business Tax Receipt packet.

I have invited Palm Beach North Chamber of Commerce President and CEO Noel Martinez to our January 15, 2025 Commission meeting to give a presentation about this new resource center, as well as talk about the assistance that the Chamber provides to Lake Park Elementary School. I have also asked him to say a few words about the Chamber’s ribbon cutting packages for new businesses. I had invited him to tonight’s Commission meeting; however, he has a prior conflict.

“HURRICANE READY” PRESENTATION BY WPBF

I have also advised the Commission by email that now that the 2024 Hurricane Season had come to a close, it's time to start identifying ways in which we can assist our residents in preparing for the 2025 Hurricane Season. Toward that end, I have reached out to WPBF and arranged to have one of their meteorologists come to Town Hall to give a “Hurricane Ready” presentation which will be open to the public. The date and time for this presentation is Saturday, May 10, 2025 at noon in our Commission Chamber (the latter in order to facilitate live streaming). We will also supplement this information with our annual Supplement to the Emergency Management Plan in which we list current hurricane shelters and how to register for the Special Needs Shelters; up-to-date evacuation routes; and, local grocery stores and gas stations which are powered by generators. We will also supplement this with FEMA information, as well as any other relevant information.

HOLIDAY OFFICE CLOSURES

Christmas Week Updates

All Town of Lake Park offices, except the Lake Park Harbor Marina, will be closed on Christmas Eve, Tuesday, December 24, 2024. The Lake Park Harbor Marina will operate from 8:00 a.m. to 2:00 p.m.

All Town of Lake Park offices, including the Lake Park Harbor Marina, will be closed on Christmas Day, Wednesday, December 25, 2024.

Sanitation services for Christmas week are as follows:

Monday, December 23: Garbage cart and vegetation collection

Wednesday, December 25: No service in observance of Christmas (Dumpster service will move to Thursday, December 26)

Thursday, December 26: Garbage cart and bulk trash collection

Friday, December 27: Recycling cart collection

New Year's Week Updates

All Town of Lake Park offices, except the Lake Park Harbor Marina, will be closed on New Year's Day, Wednesday, January 1, 2025. The Lake Park Harbor Marina will operate on normal business hours from 8:00 a.m. to 5:00 p.m.

Sanitation services for New Year's week are as follows:

Monday, December 30: Garbage cart and vegetation collection

Wednesday, January 1: No service in observance of New Year's Day (No change to dumpster service)

Thursday, January 2: Garbage cart and bulk trash collection

Friday, January 3: Recycling cart collection



Lake Park
Elementary
Holiday
Caroling
Night

Join us at
410 3rd St, Lake
Park, FL
December 19, 2024
starts at 5pm

NEW BUSINESS CHECKLIST



- Write Your Business Plan
- Create Your BLAIM Team
 - Banker, Lawyer, Accountant, Insurance Agent, and Mentor
- Determine Your Legal Structure
 - LLC, C Corporation, S Corporation, Sole Proprietorship, Nonprofit
- Register Your Business
 - Register with the State of Florida on Sunbiz.org.
 - Register with your municipality or Palm Beach County.
- Obtain Necessary Tax Information
 - For Federal Identification Numbers (EINs), apply through the IRS.
 - For State Sales Tax and State Withholding Tax, visit the Florida Department of Revenue.
- Open a Business Bank Account and Identify Sources of Funding
 - Sources of funding can include commercial bank loans, grants, micro-loans, angel investors, venture capitalists, or friends & family.
- Consider Insurance Options
- Attend Networking Events and/or Join an Industry Association

FOR MORE INFORMATION

Interested in scheduling a ribbon cutting or expanding your network through opportunities with your local chamber? Contact us!

(561) 746 - 7111
info@pbnchamber.com
5520 PGA Blvd., #200
Palm Beach Gardens, FL 33418
www.pbnchamber.com



LOCAL BUSINESS RESOURCE CENTER

Powered by the **Palm Beach North Chamber of Commerce**

Scan the QR code below to visit the Local Business Resource Center powered by the Palm Beach North Chamber of Commerce. Here you will find access to resources such as business startup information and networking & educational opportunities.



Local Business Resource Center

www.pbnbiz.com



PLEASE CALL BY NUMBER 1

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.
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- 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 12/18/2024

Cards must be submitted before the item is discussed!!

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

Name: J. SULLIVAN
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):
PROBLEM WITH CARS WHOSE LIGHTS ARE
NOT TURNED ON AT DUSK

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

2

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Meeting Date 12/18/2024

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

Name: J. SULLIVAN

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):

NEED OF A SIGN ON NORTHWEST CORNER
REMAINING DRIVERS WHEN LIGHT IS RED THEIR

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.

OTHER DRIVERS ARE COMING ON PAST PLACE

TURN ON
RED IF



Town of Lake Park
PUBLIC COMMENT CARD

3

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Meeting Date

12/18/2024

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

Name:

J. SULLIVAN

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):

NEED FOR A TOWN ROWN SKEET RANGE

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

4

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Meeting Date 12/18/2024

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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):

HEALTH HAZARD REGARDING OF HYPODERMIC
NEEDLES A CLEANING OF FROM IV ROLLS OF TOILET

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.

PAPER
✓



Town of Lake Park
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3

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Meeting Date 12/18/2024

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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):

STREET PARKING PROBLEM

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Meeting Date 05/20/2024

Cards must be submitted before the item is discussed!!

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

Name: J. Sullivan

Address: 448 Elderberry 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:

Individuals stomping feet or others
recycle collection

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

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Meeting Date

12/18/2024

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

Name:

Patricia Leduc

Address:

409 2nd Street

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:

Lake Park Scrub #18

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

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Meeting Date 12/18/24

Cards must be submitted before the item is discussed!!

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

Name: Brady Drew
Address: 538 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:

#18 - Lake Park Scrub

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

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