



Lake Park Town Commission, Florida
Private Attorney-Client Session
And Regular Commission Meeting

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

Wednesday October 16, 2024 6 pm

Roger Michaud	—	Mayor
Kimberly Glas Castro	—	Vice Mayor
Michael Hensley	—	Commissioner
Mary Beth Taylor	—	Commissioner
Judith Thomas	—	Commissioner
Bambi McKibbon-Turner		Interim Town Manager/Assistant Town Manager/Human Resources Director
Thomas J. Baird	—	Town Attorney
Laura Weidgans	—	Deputy Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contract the Town Clerk’s office by calling 881-3311 at least 48 hours in advance to request accommodations.

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.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

COMMISSION WILL RECESS THE REGULAR COMISSION MEETING AND GO INTO A PRIVATE ATTORNEY-CLIENT SESSION.

The Town Commission for the Town of Lake Park will have a private Attorney-Client session as authorized by §286.011(8), in the Town Hall Mirror Ballroom. It is expected that the private Attorney-Client portion of the Commission meeting will be attended by: Mayor Roger Michaud, Vice-Mayor Kimberly Glas-Castro, Commissioners Michael Hensley, Mary Beth Taylor and Judith Thomas, as well as Town Attorneys, Thomas J. Baird and Brett T. Lashley and Interim Town Manager Bambi McKibbon-Turner. The purpose of the private Attorney-Client session is to discuss the pending litigation in the *Circuit Court Case No. 50-2024-CA-004362-XXXA-MB styled, Igor Jose Oliveira De Almeda and Natasha Aileen Quiza vs. Town of Lake Park*. The Attorney-Client Session is expected to begin at approximately 6:05P.M. or as soon thereafter as possible and is anticipated to last one hour. Also, be advised that at the conclusion of this private Attorney-Client Session, the Commission will re-convene its commission meeting in the Town Hall Chambers and take up the remaining business on its agenda.

AFTER THE ATTORNEY-CLIENT SESSION THE COMMISSION WILL RECONVENE THE REGULAR COMMISSION MEETING

SPECIAL PRESENTATION/REPORT:

- [1.](#) Proclamation Declaring October 20-26, 2024, National Friends of Libraries Week
- [2.](#) Proclamation Declaring October 19, 2024, Freedom to Read Community Day of Action

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.

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.

- [3.](#) September 18, 2024 Final Public Budget Hearing Minutes
- [4.](#) September 18, 2024 Regular Commission Meeting Minutes.
- [5.](#) September 21, 2024 Special Call Commission Meeting Minutes.
- [6.](#) Resolution 81-10-24 Canceling the January 1, 2025 Regular Commission Meeting
- [7.](#) Resolution 82-10-24 Authorizing and Directing the Mayor to Execute a Grant Agreement Amendment between the State of Florida, Department of State, Division of Historical Resources and the Town of Lake Park for a Performance Period Time Extension for the Town Hall Preservation Improvement Work Activities.
- [8.](#) Resolution 83-10-24 Naming Interim Town Manager Bambi McKibbon-Turner as the Representative of the Town of Lake Park on the Governing Board of the Seacoast Utility Authority
- [9.](#) Resolution 85-10-24 Recognizing Florida City Government Week as October 21-27, 2024
- [10.](#) Resolution 86-10-24 Establishing a Municipal Election and Qualifying Period.

QUASI-JUDICIAL PUBLIC HEARING (RESOLUTION): NONE

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

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

- [11.](#) Ordinance 10-2024

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; PROVIDING FOR THE TOWN'S CONSENT TO THE INCLUSION OF THE ENTIRE TERRITORY WITHIN THE TOWN OF LAKE PARK MUNICIPAL BOUNDARIES INTO PALM BEACH COUNTY'S FIRE/RESCUE MUNICIPAL SERVICE TAXING UNIT FOR FIRE-RESCUE, FIRE PROTECTION, ADVANCED LIFE SUPPORT (OR SIMILAR EMERGENCY SERVICES), FIRE CODE ENFORCEMENT AND OTHER NECESSARY AND INCIDENTAL SERVICES; PROVIDING FOR INTENT, PURPOSE AND CONSENT; PROVIDING FOR EFFECTIVENESS AND DURATION OF CONSENT; PROVIDING FOR EFFECTIVENESS OF REPEAL; ACKNOWLEDGING AD VALOREM MILLAGE RATE LIMITATION; PROVIDING FOR REPEAL OF

CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CAPTIONS; AND PROVIDING FOR EFFECTIVE DATE.

OLD BUSINESS:

- [12.](#) Resolution 87-10-24 Approving The Plat Of 717 Bayberry

NEW BUSINESS:

- [13.](#) 2024 Vets Day Car Show Requests
- [14.](#) Coastal Middle and High School Waiver Requests
- [15.](#) The Commission will discuss and select the new Town Manager.
- [16.](#) Resolution 84-10-24 Authorizing the Mayor to Execute an Agreement with the State of Florida Emergency Management For Statewide Mutual Aid.
- [17.](#) Bert Bostrom Excess Fill
- [18.](#) The purpose is to obtain Commission approval to update the FY 2025 Pay Plan for general employees to increase the ranges by 3 percent.
- [19.](#) Request from the Lake Park Society for the Advancement of Civic Engagement (SACE) met with us on Monday evening of this week to advise us of its mission to work with the Town of Lake Park to help some of the residents in Port St. Lucie who recently suffered under Hurricane Milton.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

REQUEST FOR FUTURE AGENDA ITEMS:

ADJOURNMENT:

FUTURE MEETING DATE: Next Scheduled Regular Commission Meeting will be held on November 6, 2024.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024

Originating Department: Library

Agenda Title: Proclamation Declaring October 20-26, 2024, National Friends of Libraries Week

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/Human Resources Director, email=btturner@lakeparkflorida.gov, c=US
Date: 2024.09.20 15:18:32 -04'00'

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

Account Number: _____ **Finance Signature:** _____

Advertised: _____
Date: _____ **Newspaper:** _____

Attachments: Proclamation

Please initial one:
_____ Yes I have notified everyone
JKC Not applicable in this case

Summary Explanation/Background:

The Friends of the Lake Park Public Library raises money, enabling our library to provide additional programming and equipment that was not in the budget and providing volunteers to help with programming and outreach. They deserve recognition for all that they do for the Library.

Recommended Motion:

I move to proclaim October 20-26, 2024 as National Friends of Libraries Week.

Town of Lake Park

**Proclamation
National Friends of the Library Week
October 20–26, 2024**

WHEREAS, libraries are essential to the educational, social, and cultural fabric of our communities, providing free access to knowledge, information, and resources that empower people of all ages and backgrounds; and

WHEREAS, the Friends of the Library groups across the nation, including our own Friends of the Lake Park Public Library, play an indispensable role in supporting, enhancing, and advocating for the mission and services of our local libraries; and

WHEREAS, the Friends of the Library are instrumental in fundraising efforts that provide much-needed financial resources, enabling libraries to expand their programming, services, and collections beyond the limitations of public funding; and

WHEREAS, the contributions of the Friends of the Library not only provide material benefits but also foster a culture of volunteerism, engagement, and community spirit that strengthens the library’s role as a welcoming space for all; and

WHEREAS, National Friends of the Library Week offers an opportunity for the Town of Lake Park community to recognize the important work of the Friends of the Library and to encourage others to join them in supporting our library’s mission; and

WHEREAS, the continued success of the Lake Park Public Library is directly tied to the commitment and passion of the Friends of the Library, whose efforts make a lasting difference in the lives of our residents;

NOW, THEREFORE, be it resolved that I, Roger Michaud, Mayor of Town of Lake Park, along with the Town of Lake Park Town Commission, do hereby proclaim the week of October 20–26, 2024, as **National Friends of the Library Week** in Town of Lake Park, and encourage all residents to recognize and celebrate the contributions of the Friends of the Library and to actively support our local libraries in any way they can.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Town of Lake Park to be affixed this 16th of October, 2024.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024

Originating Department: Library

Agenda Title: Proclamation Declaring October 19, 2024, Freedom to Read
Community Day of Action

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/Human Resources Director,
email=btturner@lakeparkflorida.gov, c=US
Date: 2024.09.20 15:24:05 -04'00'

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

Account Number: _____ **Finance Signature:** _____

Advertised: _____
Date: _____ **Newspaper:** _____

Attachments: Proclamation

Please initial one:

JKC

Yes I have notified everyone
Not applicable in this case

Summary Explanation/Background:

There has been an increase in trends to ban or restrict reading materials of individuals. The First Amendment enshrines the freedom to read as a fundamental right. The Freedom to Read Community Day of Action is an opportunity to celebrate and defend the freedom to read.

Recommended Motion:

I move to proclaim October 19, 2024 as Freedom to Read Community Day of Action.

Town of Town of Lake Park

**Proclamation
Freedom to Read Community Day of Action
Saturday, October 19, 2024**

WHEREAS, the freedom to read is a fundamental human right enshrined in the First Amendment of the Constitution of the United States, and access to diverse ideas and viewpoints is essential for the growth of an informed, engaged, and vibrant democracy; and

WHEREAS, the ability to freely explore books, literature, and other forms of expression without fear of censorship or restriction is critical to the personal, intellectual, and emotional development of individuals of all ages; and

WHEREAS, libraries, schools, and other institutions play a vital role in ensuring open access to a wide array of books, materials, and resources, which support education, creativity, and lifelong learning for all members of the community; and

WHEREAS, recent trends of book banning, restrictions on reading materials, and the suppression of certain voices and stories threaten the principles of free speech, open inquiry, and intellectual freedom that are essential to a thriving and equitable society; and

WHEREAS, the Town of Town of Lake Park stands in solidarity with readers, educators, librarians, authors, and community members who are committed to the protection of the right to read freely, without intimidation or censorship; and

WHEREAS, the Freedom to Read Community Day of Action is an opportunity for all members of Town of Lake Park to join together in celebrating and defending the freedom to explore diverse ideas, and to encourage civic engagement in support of access to literature and information;

NOW, THEREFORE, be it resolved that I, Roger Michaud, Mayor of Town of Lake Park, along with the Town of Lake Park Town Commission, do hereby proclaim Saturday, October 19, 2024, as **Freedom to Read Community Day of Action** in Town of Lake Park, and encourage all residents to participate in activities and discussions that promote the protection of this essential freedom, reaffirming our commitment to intellectual freedom, open dialogue, and the power of reading.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **October 9, 2024**

Agenda Item No.

Agenda Title: September 18, 2024 Final Public Budget Hearing Minutes.

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS
- OTHER: _____

Bambi McKibbon-

Digitally signed by Bambi McKibbon-Turner
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park,
ou=Assistant Town Manager/Human Resources
Director, email=bturner@lakeparkflorida.gov, c=US
Date: 2024.09.24 12:20:56 -04'00'

Approved by Town Manager **Turner**

Date:

Vivian Mendez, Town Clerk, MMC

Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Minutes Exhibit A and B
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 _____. Please initial one.

Recommended Motion: I move to approve the September 18, 2024 Final Public Budget Hearing Minutes.



Lake Park Town Commission, Florida

Final Public Budget Hearing Minutes

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403
September 18, 2024 6:30 P.M.

Roger Michaud	___	Mayor
Kimberly Glas Castro	___	Vice Mayor
Michael Hensley	___	Commissioner
Mary Beth Taylor	___	Commissioner
Judith Thomas	___	Commissioner
John D’Agostino	___	Town Manager
Thomas J. Baird	___	Town Attorney
Vivian Mendez, MMC	___	Town Clerk

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CALL TO ORDER/ROLL CALL

6:34 P.M.

PRESENT

Mayor Roger Michaud
Vice-Mayor Kimberly Glas-Castro
Commissioner Mary-Beth Taylor
Commissioner Judith Thomas
Commissioner Michael Hensley

PLEDGE OF ALLEGIANCE

Town Manager John D'Agostino

SPECIAL PRESENTATION/REPORT:

NONE

PUBLIC COMMENT:

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John Linden expressed his concerned regarding funding the PBSO Service Aid.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

CONSENT AGENDA:

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NEW BUSINESS:

Town Manager D'Agostino explained the changes reflected in the revised budget (see Exhibit "A").

Commissioner Taylor expressed concerns regarding the ongoing issues with the sanitation position openings. In her opinion, safety and sanitation are the most important services. Town Manager D'Agostino explained that the Commercial Sanitation has been contracted out when sanitation pick-up are delayed. She asked what was planned to ensure the level of service appropriate for the Town. She expressed that she could not support the budget. She suggested increasing the salary for sanitation workers. Town Manager D'Agostino stated that salary increase will not assist in this situation. He explained that there was a manpower shortage. Commissioner Taylor disagrees that money does not matter. Vice-Mayor Glas-Castro agreed with Commissioner Taylor that the Town has not been providing the level of service appropriate due to being short staffed.

Vice-Mayor Glas-Castro referred to the memo provided this evening from the Town Attorney regarding a suggestion for additional litigation funding (see Exhibit "B"). She agreed with adding \$50,000 for this purpose. Town Manager D'Agostino stated that there was enough money in contingency to cover any additional funding needed in the budget for any purpose.

Town Manager D'Agostino explained that additional tax relief was possible to reduce the millage rate to 5.1 mills from 5.18 mills. The Commission agreed to lower the millage rate to 5.1 mills. Commissioner Taylor agreed with two (2) Palm Beach Sheriff's Office (PBSO) deputies. Town Manager D'Agostino explained the 4% increase would be charged if the Town decides not to move forward with the officers & aid. Captain Goudreau explained the increases versus the amount of personnel. Commissioner Thomas commented and agreed with the PBSO contract and the budget. She expressed concern with the ongoing opening of sanitation position. She reflected on how much the budget has improved since Town Manager John D'Agostino began employment. She thanked the residents and commissioners.

Commissioner Hensley felt that the Community Redevelopment Agency (CRA) marketing events went extremely well and resulted in safety being the largest concern. Therefore, he agreed with the PBSO contract.

Mayor Michaud commented that the budget process was not easy. He thanked staff for all their efforts in presenting a balanced budget. He thanked the Commission for working together to find solutions for the budget. He thanked Town Manager D'Agostino for all he did over the years.

1. Resolution 68-09-24 To Adopt A Final Millage Rate For The Next Fiscal Year.

Motion made to approve Resolution 68-09-24 by setting the final Millage rate at 5.100 mills by Commissioner Hensley, Seconded by Commissioner Taylor.

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

2. Resolution 69-09-24 To Adopt The Final Budget For The Next Fiscal Year.

Motion made to approve Resolution 69-09-24 adopting the budget for fiscal year 2024/2025 based on the discussions held previously, outlined by the Town Manager, including the revision of the Commission contingency reduced to \$200,000 with \$50,000 for planning services in the Park Avenue Downtown District (PADD), and the other adjustments outlined for Haitian Flag Day, Multicultural Festival, driveway grants, and everything outlined in the change tracking sheet by Vice-Mayor Glas-Castro, Seconded by Commissioner Thomas.

Commissioner Thomas asked if the request to include additional funding for litigation was included in the final budget. Town Manager D'Agostino stated yes. Attorney Brett Lashley clarified that the request for \$50,000 was for planning services. He stated that what was placed in contingency would cover the litigation expense. The amount was unknown at this time.

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

Voting Nay: Commissioner Taylor

REQUEST FOR FUTURE AGENDA ITEMS:

NONE

ADJOURNMENT:

7:48 P.M.

Motion made to adjourn by Commissioner Thomas, Seconded by Vice-Mayor Glas-Castro.
Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Taylor, Commissioner Thomas, and Commissioner Hensley.

FUTURE MEETING DATE: Next Special Call Commission Meeting will be held on October 9, 2024.

Mayor Roger Michaud

Town Seal

Town Clerk, Vivian Mendez, MMC

Approved on this _____ of _____, 2024

Town of Lake Park
Possible Reduction in Millage Rate
FY24-25

If Commission Wishes to Reduce Millage Rate to 5.1%

Reduction of \$86,561 would come from

001-589-900-99905	Contingency Commission	\$ 75,259
001-597-408-34000	Contractual Services	\$ 3,000
001-572-600-52100	Gasoline & Fuel	\$ 500
001-591-410-52100	Gasoline & Fuel	\$ 1,200
001-512-110-52000	Operating Supplies	\$ 1,000
001-530-400-52000	Operating Supplies	\$ 1,000
001-571-700-52000	Operating Supplies	\$ 1,000
001-572-406-52000	Operating Supplies	\$ 1,500
001-597-408-52000	Operating Supplies	\$ 602
001-591-410-52000	Operating Supplies	\$ 1,500
		<u>\$ 86,561</u>

**TOWN OF LAKE PARK
BUDGET 24/25 CHANGE TRACKING SHEET - ALL FUNDS
DATE: 18SEP24**

PDF PAGE #	REF	FUNDS/ACCOUNT	DESCRIPTION	\$\$\$	DETAIL OF PROPOSED ADJUSTMENT
		GENERAL FUND		\$ -	Balanced General Fund Budget 9.5.24
148/222	A	001-589-900-31000	Professional Services	\$ (250,000)	Removed Code Review and Rewrite
149/222	B	001-589-900-99905	Contingency Commission	\$ 250,000	Added amount to Commission Contingency
77/222	C	001-521-200-34000	Contract PBC Sheriff	\$ (151,194)	1 PBSO Service Aide removed
17/222	D	001-354.135	Parking Violations - Code	\$ 50,000	Reduction in "Fines" Revenue resulting from Service Aid reduction
149/222	E	001-589-900-99905	Contingency Commission	\$ 75,279	Difference from PBSO moved to Commission Contingency for direction
24/222	F	001-511-100-48001	Town of Lake Park Grants	\$ 5,000	Increased Haitian Flag Day from \$5k to \$10k
133/222	G	001-572-600-57239	Multicultural Festival	\$ 5,000	Increased Multicultural Festival from \$10k to \$15k
NEW!!!	H	001-589-900-58000	CIB - Driveway Grants	\$ (100,000)	Grants expense for driveway improvement awards - added 9.17.24
NEW!!!	I	001-381.500	General Fund Transfer In	\$ 100,000	Funds transferred for driveway grant opportunities - added 9.17.24
NEW!!!	J	001-511-100-40000	Travel and Training -Town Comm	\$ 15,915	Increased Travel/Training back to original budget - added 9.18.24
				\$ -	Balanced General Fund Budget 9.18.24

PDF PAGE #		FUNDS/ACCOUNT	DESCRIPTION	\$\$\$	DETAIL OF PROPOSED ADJUSTMENT
		PUBLIC IMPROVEMENT FUND		\$ -	Balanced Public Improvement Fund Budget 9.5.24
216/222	K	160-559-160-31000	Professional Services	\$ (70,000)	Removed the lobbyist for sand dredging at Palm Beach Shores
216/222	L	160-399-999	Balance Brought Forward	\$ 70,000	
				\$ -	Balanced Public Improvement Fund Budget 9.18.24

Budget Worksheet Account Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2025



Town of Lake Park

Defined Budgets _____

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
Fund: 001 - General Fund							
Expense							
ExpAFR: 10 - Personnel Services							
001-589-900-12600	Wage Adjustment 1	107,329.00	0.00	105,173.00	0.00	315,438.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	FICA on Projected Salary Increase Funds (6.0%)			0.00	0.00	17,105.00	
2024-2025	FRS 4th Quarter			0.00	0.00	56,822.00	
2024-2025	Projected Salary Increase Funds (6.0%)			0.00	0.00	223,574.00	
2024-2025	Retirement on Projected Salary Incr Funds (6.0%)			0.00	0.00	13,611.00	
2024-2025	Town Match on Projected Salary Incr Funds (6.0%)			0.00	0.00	4,326.00	
ExpAFR: 10 - Personnel Services Total:		107,329.00	0.00	105,173.00	0.00	315,438.00	0.00
ExpAFR: 30 - Operating Expenditures/Expenses							
001-589-900-31000	Professional Services	300,000.00	0.00	600,000.00	0.00	0.00	0.00
001-589-900-45000	Insurance	103,008.00	93,486.76	211,210.00	219,310.78	215,316.00	0.00
001-589-900-45120	Insurance-Storage Tank	2,391.00	2,391.00	2,614.00	2,613.96	2,875.00	0.00
001-589-900-49500	Insurance Claim Deductibles	0.00	9,999.00	0.00	0.00	0.00	0.00
001-589-900-52700	American Rescue Plan Expense	605,600.00	595,027.24	103,490.00	131,134.57	0.00	0.00
ExpAFR: 30 - Operating Expenditures/Expenses Total:		1,010,999.00	700,904.00	917,314.00	353,059.31	218,191.00	0.00
ExpAFR: 70 - Debt Service							
001-589-900-71000	Principal - Series 2009	25,432.00	24,522.00	12,751.00	0.00	0.00	0.00
001-589-900-71010	Principal - CRA Projects 2008	137,924.00	137,923.20	142,985.00	142,985.00	148,232.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	CRA 2008 A Alleyway Improvements			0.00	0.00	71,666.00	
2024-2025	CRA 2008 A Property Acquisitions			0.00	0.00	76,566.00	
001-589-900-71020	Principal - FF Pension Settlement	103,249.00	103,248.76	0.00	0.00	0.00	0.00

A REMOVED CODE REVIEW + REWRITE WAS \$250,000

A

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
001-589-900-71030	Principal - CRA Projects 2009	49,594.00	70,267.00	0.00	0.00	0.00	0.00
001-589-900-71040	Principal-Johnson Controls Ster	60,094.00	60,094.00	63,331.00	63,330.94	66,715.00	0.00
001-589-900-72000	Interest - Series 2009	1,273.00	1,271.52	652.00	9.22	0.00	0.00
001-589-900-72010	Interest - CRA Projects 2008	30,767.00	30,683.05	25,613.00	14,117.79	20,268.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	CRA 2008 A Alleyway Improvements			0.00	0.00	9,799.00	
2024-2025	CRA 2008 A Property Acquisitions			0.00	0.00	10,469.00	
001-589-900-72020	Interest - FF Pension Settlemen	1,895.00	1,894.61	0.00	0.00	0.00	0.00
001-589-900-72030	Interest - CRA Projects 2009	5,198.00	3,590.64	0.00	0.00	0.00	0.00
001-589-900-72040	Interest-Johnson Controls Sterli	48,181.00	48,180.00	45,987.00	45,987.06	43,675.00	0.00
ExpAFR: 70 - Debt Service Total:		463,607.00	481,674.78	291,319.00	266,430.01	278,890.00	0.00

ExpAFR: 90 - Other Uses

001-589-900-91110	Transfer to CRA - Current Year	1,162,739.00	1,162,739.00	1,338,794.00	1,338,794.00	1,850,553.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Current Year			0.00	0.00	1,750,926.00	
2024-2025	Underpayment from 2015 - 1st of 3 Installments			0.00	0.00	99,627.00	
001-589-900-91190	Transfer to Streets & Roads	0.00	0.00	0.00	0.00	54,886.00	0.00
001-589-900-91601	Contribution - Police Actuary	62,090.00	62,090.00	62,090.00	0.00	62,090.00	0.00
001-589-900-99901	Contingency	100,000.00	0.00	100,000.00	8,317.50	100,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Contingency set up for hurricane related costs			0.00	0.00	100,000.00	
001-589-900-99905	Contingency Commission	0.00	0.00	0.00	0.00	341,194.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Contingency Per Commission			0.00	0.00	250,000.00	
2024-2025	Elimi 1 Service Aid \$151,194 reduced Fine rev 50k			0.00	0.00	91,194.00	

B MOVED FROM PROFESSIONAL SERVICES (WAS CODE REWRITE) TO COMMISSION CONTINGENCY

B



Town of Lake Park

Budget Worksheet Account Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets _____

	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
Fund: 001 - General Fund						
Expense						
ExpAFR: 30 - Operating Expenditures/Expenses						
<u>001-521-200-34000</u> Contract PBC Sheriff	3,327,263.00	3,322,079.83	3,413,715.00	3,413,715.00	3,943,602.00	0.00
Budget Detail						
Budget Code						
2024-2025 Add 1 Deputy at a cost of \$189,315			0.00	0.00	189,315.00	
2024-2025 Add 1 Deputy at a cost of \$189,315			0.00	0.00	189,315.00	
2024-2025 Add 1 Service Aide at a cost of \$151,194			0.00	0.00	151,194.00	
2024-2025 PBSSO Contract No Increase			0.00	0.00	3,413,778.00	
<u>001-521-200-41100</u> Telephone	2,000.00	1,350.30	1,500.00	1,011.28	1,500.00	0.00
<u>001-521-200-43000</u> Utilities	10,000.00	11,644.13	10,000.00	9,593.50	10,000.00	0.00
<u>001-521-200-43250</u> Garbage & Trash	1,500.00	989.74	1,500.00	1,466.80	1,500.00	0.00
<u>001-521-200-43500</u> Shot Spotter-Gunshot Detectio	74,000.00	74,474.52	76,000.00	71,596.80	76,000.00	0.00
<u>001-521-200-52100</u> Gasoline & Diesel Fuel	1,500.00	246.36	1,500.00	537.06	1,500.00	0.00
ExpAFR: 30 - Operating Expenditures/Expenses Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,497,920.44	4,034,102.00	0.00
Expense Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,497,920.44	4,034,102.00	0.00
Fund: 001 - General Fund Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,497,920.44	4,034,102.00	0.00
Report Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,497,920.44	4,034,102.00	0.00

REMOVED ONE SERVICE AIDE FOR \$151,194

C

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
001-337.310	ALA Library Grant	0.00	7,500.00	0.00	0.00	0.00	0.00
001-338.110	Business Tax - County	20,000.00	21,988.30	20,000.00	11,386.58	11,167.00	0.00
001-341.500	Tax Search	30,000.00	24,609.00	20,000.00	18,804.01	20,000.00	0.00
001-341.900	Copy Charges / Tax Searches	250.00	0.00	0.00	58.00	0.00	0.00
001-341.905	Admin Cost - Public Records Re	0.00	0.00	0.00	361.98	0.00	0.00
001-342.510	Plan Review Fees Code Sec 33-	25,000.00	43,460.00	26,000.00	33,350.00	34,000.00	0.00
001-342.520	Bank Registration Fees	0.00	750.00	100.00	450.00	100.00	0.00
001-344.300	Advertising - Bus Shelters	2,700.00	2,790.00	2,800.00	2,557.50	2,800.00	0.00
001-347.100	Library Copies	250.00	414.30	300.00	300.76	300.00	0.00
001-347.200	Recreation - Summer Camp Fe	12,000.00	7,440.00	3,000.00	13,390.00	8,980.00	0.00
001-347.210	Recreation - Miscellaneous	0.00	300.00	0.00	150.00	0.00	0.00
001-347.500	Recreation - Facilities Rental	5,000.00	7,455.00	8,000.00	10,060.00	8,000.00	0.00
001-347.905	Recreation - Security	500.00	3,105.00	3,000.00	2,940.00	3,000.00	0.00
001-347.916	Recreation Vendor Fees	1,400.00	2,061.20	1,600.00	5,563.60	4,600.00	0.00
001-349.100	Service Charge - Dishonored C	200.00	85.00	100.00	240.00	100.00	0.00
001-351.100	Fines & Forfeitures	22,000.00	15,684.33	15,000.00	15,295.95	15,000.00	0.00
001-352.100	Fines - Library	200.00	511.15	0.00	285.28	0.00	0.00
001-354.100	Fines - Code Violations	90,000.00	131,426.42	85,000.00	66,472.20	85,000.00	0.00
001-354.105	Fines - Alarm Violations	4,500.00	3,525.00	4,500.00	4,375.00	4,500.00	0.00
001-354.110	Code Violations - Admin Cost	14,000.00	19,970.85	14,000.00	18,963.19	14,000.00	0.00
001-354.135	Parking Violations - Code	2,000.00	1,975.00	2,000.00	1,275.00	50,500.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Anticipated revenue from 1st PBSO Service Aide			0.00	0.00	-50,000.00	
2024-2025	Budget estimate based on history			0.00	0.00	-500.00	
001-354.210	Code Violations - CIB Fund	18,000.00	0.00	22,000.00	16,618.07	17,000.00	0.00
001-361.100	Interest Earnings	320,000.00	346,264.55	250,000.00	394,723.82	375,000.00	0.00
001-361.110	Interest Earnings - Tax Collecto	500.00	3,519.59	0.00	5,293.81	0.00	0.00
001-361.120	Sales Tax Commissions	0.00	0.00	0.00	0.00	-360.00	0.00
001-361.130	Interest on Assessments	15,000.00	3,917.17	10,000.00	1,557.81	1,000.00	0.00

D REDUCED "FINE" REVENUE BY \$50,000 DUE TO BUDGETING ONE LESS SERVICE AIDE

D

Defined Budgets

Budget Detail	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
Budget Code						
2024-2025						
2024-2025						
Description				Units	Price	Amount
Contingency Per Commission				0.00	0.00	250,000.00
Elimi 1 Service Aid \$151,194 reduced Fine rev 50k				0.00	0.00	75,259.00
Transfer to Fund Balance	0.00	0.00	719,778.00	0.00	0.00	0.00
ExpAFR: 90 - Other Uses Total:	1,324,829.00	1,224,829.00	2,220,662.00	1,347,111.50	2,392,788.00	0.00
Expense Total:	2,906,764.00	2,407,407.78	3,534,468.00	1,966,600.82	3,305,307.00	0.00
Fund: 001 - General Fund Total:	2,906,764.00	2,407,407.78	3,534,468.00	1,966,600.82	3,305,307.00	0.00
Report Total:	2,906,764.00	2,407,407.78	3,534,468.00	1,966,600.82	3,305,307.00	0.00

[001-589-900-99907](#)

DIFFERENCE FROM ELIMINATION OF ONE SERVICE AIDE OFFSET BY REVENUE REDUCTION. E

NEXT, THE ELIMINATION OFFSET DIFFERENCE WAS REDUCED FURTHER BY \$15K IN ORDER TO INCREASE THE TRAVEL + TRAINING LINE IN TOWN COMMISSION.

E

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
<u>001-511-100-48001</u>	Town of Lake Park Grants	10,000.00	14,126.17	25,000.00	14,020.00	20,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Haitien Flag Day			0.00	0.00	10,000.00	
2024-2025	Other Grants			0.00	0.00	10,000.00	
<u>001-511-100-48002</u>	Town of Lake Park Small Grants	0.00	0.00	0.00	0.00	5,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Neighborhood Block Party Grants Under \$500			0.00	0.00	5,000.00	
<u>001-511-100-48003</u>	Town of Lake Park - Historical S	0.00	0.00	0.00	0.00	2,500.00	0.00
<u>001-511-100-49400</u>	Uniforms & Clothing	1,000.00	978.25	850.00	234.16	1,000.00	0.00
<u>001-511-100-51000</u>	Office Supplies	250.00	32.65	250.00	0.00	250.00	0.00
<u>001-511-100-54200</u>	Memberships, Dues, & Subscri	8,593.00	9,074.00	9,000.00	3,006.00	10,171.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Florida League of Cities			0.00	0.00	1,431.00	
2024-2025	Florida League of Mayors			0.00	0.00	350.00	
2024-2025	National League of Cities			0.00	0.00	1,276.00	
2024-2025	Palm Beach League of Cities			0.00	0.00	5,664.00	
2024-2025	Palm Beach North Chamber of Commerce			0.00	0.00	850.00	
2024-2025	PBC Caucus of Black Elected Officials			3.00	200.00	600.00	
ExpAFR: 30 - Operating Expenditures/Expenses Total:		85,453.00	89,672.52	112,952.00	82,198.28	140,926.00	0.00
Expense Total:		166,541.00	163,749.54	190,043.00	151,633.86	219,894.00	0.00
Fund: 001 - General Fund Total:		166,541.00	163,749.54	190,043.00	151,633.86	219,894.00	0.00
Report Total:		166,541.00	163,749.54	190,043.00	151,633.86	219,894.00	0.00

F INCREASED HAITIAN FLAG DAY FROM \$5K TO \$10K

F

PDF PAGE 24/222

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
2024-2025	Winner Gift Cards			6.00	100.00	600.00	
<u>001-572-600-57238</u>	Recreation Programs	0.00	0.00	0.00	0.00	5,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Adult Programs			1.00	1,250.00	1,250.00	
2024-2025	Senior Programs			1.00	1,250.00	1,250.00	
2024-2025	Teen Programs			1.00	1,250.00	1,250.00	
2024-2025	Youth Programs			1.00	1,250.00	1,250.00	
<u>001-572-600-57239</u>	Multicultural Festival	0.00	0.00	0.00	0.00	15,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Additional Funds Per Commission			0.00	0.00	5,000.00	
2024-2025	Banners			1.00	1,000.00	1,000.00	
2024-2025	Entertainment			1.00	2,000.00	2,000.00	
2024-2025	Games & Activities			1.00	1,000.00	1,000.00	
2024-2025	Portable Restrooms			1.00	2,000.00	2,000.00	
2024-2025	Stage & Sound			1.00	3,000.00	3,000.00	
2024-2025	Tents			1.00	1,000.00	1,000.00	
<u>001-572-600-57245</u>	Back to School Extravaganza	10,500.00	4,188.17	5,000.00	3,973.26	6,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Backpacks & School Supplies			1.00	1,500.00	1,500.00	
2024-2025	Banners			1.00	500.00	500.00	
2024-2025	Decorations			1.00	500.00	500.00	
2024-2025	DJ / Sound System			1.00	500.00	500.00	
2024-2025	Food & Drinks			1.00	1,000.00	1,000.00	
2024-2025	Games & Activites			1.00	1,000.00	1,000.00	
2024-2025	Tents			1.00	1,000.00	1,000.00	
<u>001-572-600-57250</u>	After School - Youth Activities P	1,000.00	17.22	5,000.00	0.00	2,500.00	0.00

G INCREASED MULTICULTURAL FESTIVAL FROM \$10K TO \$15K.

G

Budget Worksheet

For Fiscal: 2024-2025 Period Ending 025

Item 3.

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
001-589-900-71030	Principal - CRA Projects 2009	49,594.00	70,267.00	0.00	0.00	0.00	0.00
001-589-900-71040	Principal-Johnson Controls Ster	60,094.00	60,094.00	63,331.00	63,330.94	66,715.00	0.00
001-589-900-72000	Interest - Series 2009	1,273.00	1,271.52	652.00	9.22	0.00	0.00
001-589-900-72010	Interest - CRA Projects 2008	30,767.00	30,683.05	25,613.00	14,117.79	20,268.00	0.00

Budget Detail

Budget Code	Description	Units	Price	Amount
2024-2025	CRA 2008 A Alleyway Improvements	0.00	0.00	9,799.00
2024-2025	CRA 2008 A Property Acquisitions	0.00	0.00	10,469.00

001-589-900-72020	Interest - FF Pension Settlement	1,895.00	1,894.61	0.00	0.00	0.00	0.00
001-589-900-72030	Interest - CRA Projects 2009	5,198.00	3,590.64	0.00	0.00	0.00	0.00
001-589-900-72040	Interest-Johnson Controls Sterli	48,181.00	48,180.00	45,987.00	45,987.06	43,675.00	0.00
ExpAFR: 70 - Debt Service Total:		463,607.00	481,674.78	291,319.00	266,430.01	278,890.00	0.00

ExpAFR: 80 - Grants and Aids

001-589-900-58000	Community Beautification Fun	0.00	0.00	0.00	0.00	100,000.00	0.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
2024-2025	CIB - Driveway Grants	0.00	0.00	100,000.00

EXPENSE FOR DRIVEWAY IMPROVEMENT AWARDS

ExpAFR: 80 - Grants and Aids Total:		0.00	0.00	0.00	0.00	100,000.00	0.00
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ExpAFR: 90 - Other Uses

001-589-900-91110	Transfer to CRA - Current Year	1,162,739.00	1,162,739.00	1,338,794.00	1,338,794.00	1,850,553.00	0.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
2024-2025	Current Year	0.00	0.00	1,750,926.00
2024-2025	Underpayment from 2015 - 1st of 3 Installments	0.00	0.00	99,627.00

001-589-900-91190	Transfer to Streets & Roads	0.00	0.00	0.00	0.00	54,886.00	0.00
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001-589-900-91601	Contribution - Police Actuary	62,090.00	62,090.00	62,090.00	0.00	62,090.00	0.00
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001-589-900-99901	Contingency	100,000.00	0.00	100,000.00	8,317.50	100,000.00	0.00
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Budget Detail

Budget Code	Description	Units	Price	Amount
2024-2025	Contingency set up for hurricane related costs	0.00	0.00	100,000.00

001-589-900-99905	Contingency Commission	0.00	0.00	0.00	0.00	341,194.00	0.00
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*BUDGET ITEM
ADDED 9.17.24 *

H

NOT IN PUBLISHED VERSION

9/17/2024 12:15:54 PM

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
001-361.200	Filing Fees	500.00	481.55	500.00	475.40	500.00	0.00
001-361.400	Gain or Loss on Sale of Investm	0.00	84,761.09	0.00	0.00	0.00	0.00
001-362.100	Rent - P.B.C. Sheriff	120.00	110.00	120.00	120.00	120.00	0.00
001-362.121	Rent - Cell Tower	57,000.00	65,070.51	72,000.00	76,284.56	79,000.00	0.00
001-362.200	Rent - Dunkin Donuts Lot	9,800.00	9,577.43	9,800.00	3,192.48	9,800.00	0.00
001-363.120	Service Charges-Code Violation	2,000.00	1,198.82	1,500.00	835.37	1,500.00	0.00
001-364.100	Sale of Surplus Property	1,500.00	0.00	0.00	0.00	0.00	0.00
001-365.100	Sale of Scrap Material	500.00	1,252.15	500.00	4,757.80	500.00	0.00
001-366.150	Donations - Summer Camp	2,500.00	0.00	0.00	0.00	0.00	0.00
001-366.713	Grant - FMIT Safety	4,000.00	0.00	4,000.00	1,407.00	4,000.00	0.00
001-369.100	Miscellaneous Revenue	2,000.00	35,598.57	5,000.00	40,685.17	5,000.00	0.00
001-369.120	Right of Way Application Fees	0.00	0.00	0.00	1,152.00	1,000.00	0.00
001-369.130	Seacoast Util. Brd Adv Compen	3,600.00	3,600.00	3,600.00	3,300.00	2,400.00	0.00
001-369.150	Miscellaneous Revenue - Credi	0.00	35.20	0.00	2,236.80	0.00	0.00
001-369.320	Reimbursement - PBSO Fuel	1,500.00	239.34	500.00	669.06	500.00	0.00
001-381.110	Transfer from CRA Fund - ILA 2	168,690.00	168,690.00	168,597.00	168,597.00	168,500.00	0.00
001-381.130	Transfer from CRA Fund - ILA 2	54,793.00	5,198.76	0.00	0.00	0.00	0.00
001-381.165	Transfer from ARPA	0.00	0.00	0.00	0.00	220,769.00	0.00
001-381.401	Transfer from Marina	10,000.00	10,000.00	970,272.00	10,000.00	10,000.00	0.00
001-381.404	Transfer from Sanitation	0.00	31,436.00	31,436.00	0.00	31,435.00	0.00
001-381.500	Transfer from Comm Beautifica	0.00	0.00	0.00	0.00	100,000.00	0.00

I

FUNDS TRANSFER FOR DRIVEWAY GRANT OPPORTUNITIES

Budget Detail
Budget Code
2024-2025

Description
CIB - Driveway Grants

Units Price Amount
0.00 0.00 -100,000.00

001-382.110	Indirect Cost Allocation	354,157.00	254,157.00	390,640.00	390,639.96	439,245.00	0.00
001-382.190	Indirect Cost Allocation	113,673.00	113,673.00	132,299.00	132,299.04	73,021.00	0.00
001-382.401	Indirect Cost Allocation	397,854.00	397,854.00	463,048.00	463,047.96	511,146.00	0.00
001-382.402	Indirect Cost Allocation	227,345.00	227,345.04	264,599.00	264,599.04	292,083.00	0.00
001-382.404	Indirect Cost Allocation	511,527.00	511,527.00	595,347.00	595,347.00	657,187.00	0.00
001-389.600	Donations - 100 Year Celebrati	0.00	25,717.00	0.00	1,510.00	0.00	0.00
001-389.700	Donations - Library	100.00	0.00	0.00	151.12	0.00	0.00

*BUDGET ITEM
ANNEX 9 17 24 *

I

NOT IN PUBLISHED VERSION

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
2024-2025	Mayor			0.00	0.00	53.00	
001-511-100-24000	Worker's Compensation Insura	139.00	175.18	58.00	153.05	40.00	0.00
	ExpAFR: 10 - Personnel Services Total:	81,088.00	74,077.02	77,091.00	69,435.58	78,968.00	0.00
	ExpAFR: 30 - Operating Expenditures/Expenses						
001-511-100-34000	Contractual Services	42,000.00	38,500.00	42,000.00	42,000.00	60,000.00	0.00
001-511-100-40000	Travel & Training	21,960.00	25,689.20	28,727.00	21,940.61	37,315.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	FLC Annual Conference			0.00	0.00	9,272.00	
2024-2025	FLC IEMO I Training Hensley/Thomas			0.00	0.00	1,374.00	
2024-2025	FLC Leadership Class I Michaud			0.00	0.00	678.00	
2024-2025	FLC Legislative Action Days (5)			0.00	0.00	6,313.00	
2024-2025	FLC Legislative Annual Conference (4)			0.00	0.00	3,905.00	
2024-2025	FLC Legislative Policy Committee			0.00	0.00	1,582.00	
2024-2025	Florida Black Caucus of Local Elected Officials			0.00	0.00	2,600.00	
2024-2025	Florida League of Mayors - Regional Meeting			0.00	0.00	260.00	
2024-2025	PBC Caucus of Black Elected Officials (3)			0.00	0.00	600.00	
2024-2025	PBC Caucus of Black Elected Officials			0.00	0.00	1,000.00	
2024-2025	PBC League of Cities - Annual Installation Banquet			0.00	0.00	950.00	
2024-2025	PBC League of Cities - District 1 Luncheon			0.00	0.00	480.00	
2024-2025	PBC League of Cities - General Membership Meetings			0.00	0.00	450.00	
2024-2025	Safe Street Summit (3)			0.00	0.00	1,460.00	
2024-2025	Treasure Coast Regional Planning Council			0.00	0.00	456.00	
2024-2025	Unallocated Travel & Training			0.00	0.00	5,935.00	
001-511-100-41100	Telephone	1,200.00	1,135.47	1,200.00	815.22	1,200.00	0.00
001-511-100-41200	Postage & Shipping	100.00	54.64	5,500.00	22.29	19,000.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	budget reduction by 50% of 1st draft amount			0.00	0.00	-19,000.00	
2024-2025	Quarterly Outreach Meetings			4.00	9,500.00	38,000.00	
001-511-100-47000	Printing	250.00	23.35	100.00	0.00	100.00	0.00
001-511-100-48000	Promotional Activity	100.00	58.79	325.00	160.00	325.00	0.00

J INCREASED TRAVEL + TRAINING BY \$15K BACK TO ORIGINAL BUDGET

J

Budget Worksheet Account Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2025



Town of Lake Park

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	
Fund: 160 - Public Improvement								
Revenue								
160-361.100	Interest Income	21,000.00	21,713.55	0.00	14,506.17	0.00	0.00	
160-369.100	Miscellaneous Revenue	253,000.00	253,064.52	0.00	60,000.00	0.00	0.00	
160-399.999	Balance Brought Forward	337,742.00	0.00	0.00	0.00	0.00	0.00	
	Revenue Total:	611,742.00	274,778.07	0.00	74,506.17	0.00	0.00	
Expense								
ExpAFR: 30 - Operating Expenditures/Expenses								
160-559-160-31000	Professional Services	403,000.00	404,670.00	0.00	179,560.00	0.00	0.00	
160-559-160-52000	Operating Supplies	0.00	650.00	0.00	0.00	0.00	0.00	
	ExpAFR: 30 - Operating Expenditures/Expenses Total:	403,000.00	405,320.00	0.00	179,560.00	0.00	0.00	
ExpAFR: 60 - Capital Outlay								
160-559-160-63000	Improvements Other Than Buil	14,148.00	37,480.00	0.00	0.00	0.00	0.00	
160-559-160-64100	Machinery & Equipment	194,594.00	168,702.17	0.00	0.00	0.00	0.00	
	ExpAFR: 60 - Capital Outlay Total:	208,742.00	206,182.17	0.00	0.00	0.00	0.00	
	Expense Total:	611,742.00	611,502.17	0.00	179,560.00	0.00	0.00	
	Fund: 160 - Public Improvement Surplus (Deficit):	0.00	-336,724.10	0.00	-105,053.83	0.00	0.00	
	Report Surplus (Deficit):	0.00	-336,724.10	0.00	-105,053.83	0.00	0.00	

L
K
REMOVED \$70K
FOR LOBBYIST
FOR SAND
DREDGING

K + L

ARPA FUNDING REVIEW

ARPA Funds in Budget \$ **727,072**

ARPA funds applied:

Indoor Pavillion Window/Doors PW \$ (50,000) **M**

New Security Camera System PW \$ (31,000) **M**

New Windows for PW \$ (10,000) **M**

New Grounds Enclosed Trailer \$ (10,500) **N**

ARPA to Police Funding \$ (625,572) **O**

NET \$ -



Town of Lake Park

Budget Work Item 3.

Account Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets

Fund: 001 - General Fund

Expense

ExpAFR: 10 - Personnel Services

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
001-589-900-12600	Wage Adjustment 1	107,329.00	0.00	105,173.00	0.00	315,438.00	0.00

Budget Detail

Budget Code	Description	Units	Price	Amount
2024-2025	FICA on Projected Salary Increase Funds (6.0%)	0.00	0.00	17,105.00
2024-2025	FRS 4th Quarter	0.00	0.00	56,822.00
2024-2025	Projected Salary Increase Funds (6.0%)	0.00	0.00	223,574.00
2024-2025	Retirement on Projected Salary Incr Funds (6.0%)	0.00	0.00	13,611.00
2024-2025	Town Match on Projected Salary Incr Funds (6.0%)	0.00	0.00	4,326.00

ExpAFR: 10 - Personnel Services Total:	107,329.00	0.00	105,173.00	0.00	315,438.00	0.00
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ExpAFR: 30 - Operating Expenditures/Expenses

001-589-900-31000	Professional Services	300,000.00	0.00	600,000.00	0.00	0.00	0.00
001-589-900-45000	Insurance	103,008.00	93,486.76	211,210.00	219,310.78	215,316.00	0.00
001-589-900-45120	Insurance-Storage Tank	2,391.00	2,391.00	2,614.00	2,613.96	2,875.00	0.00
001-589-900-49500	Insurance Claim Deductibles	0.00	9,999.00	0.00	0.00	0.00	0.00
001-589-900-52700	American Rescue Plan Expense	605,600.00	595,027.24	103,490.00	131,134.57	101,500.00	0.00

Budget Detail

Budget Code	Description	Units	Price	Amount
2024-2025	Indoor Pavillion Windows/Doors	0.00	0.00	50,000.00
2024-2025	New Grounds Enclosed Trailer	0.00	0.00	10,500.00
2024-2025	New Security Camera System PW	0.00	0.00	31,000.00
2024-2025	New Windows for PW	0.00	0.00	10,000.00

Moved from #408 FACILITIES
N Moved from #406 GROUNDS

ExpAFR: 30 - Operating Expenditures/Expenses Total:	1,010,999.00	700,904.00	917,314.00	353,059.31	319,691.00	0.00
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ExpAFR: 70 - Debt Service

001-589-900-71000	Principal - Series 2009	25,432.00	24,522.00	12,751.00	0.00	0.00	0.00
001-589-900-71010	Principal - CRA Projects 2008	137,924.00	137,923.20	142,985.00	142,985.00	148,232.00	0.00

M + N

Budget Worksheet

For Fiscal: 2024-2025 Period Ending: Item 3.

Defined Budgets

		2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
2024-2025	Replacement Flags			0.00	0.00	4,000.00	
001-597-408-52100	Gasoline & Diesel Fuel	10,200.00	12,885.41	6,600.00	5,222.07	6,000.00	0.00
001-597-408-52200	Small Tools and Others	1,800.00	721.25	1,800.00	921.87	2,424.00	0.00
Budget Detail							
Budget Code	Description			Units	Price	Amount	
2024-2025	Replacement Drills, Ladders, etc.			0.00	0.00	2,424.00	
ExpAFR: 30 - Operating Expenditures/Expenses Total:		286,779.00	290,591.39	304,293.00	294,180.03	342,894.00	0.00
ExpAFR: 60 - Capital Outlay							
001-597-408-63000	Improvements Other Than Buil	41,000.00	0.00	38,854.00	40,404.00	0.00	0.00
ExpAFR: 60 - Capital Outlay Total:		41,000.00	0.00	38,854.00	40,404.00	0.00	0.00
Expense Total:		486,616.00	452,925.24	519,663.00	500,869.42	658,166.00	0.00
Fund: 001 - General Fund Total:		486,616.00	452,925.24	519,663.00	500,869.42	658,166.00	0.00
Report Total:		486,616.00	452,925.24	519,663.00	500,869.42	658,166.00	0.00

M MOVE TO ARPA EXPENSE

M



Town of Lake Park

Budget Work Item 3.
Account Summary

For Fiscal: 2024-2025 Period Ending: 09/30/2025

Defined Budgets

	2022-2023 Total Budget	2022-2023 Total Activity	2023-2024 Total Budget	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity
Fund: 001 - General Fund						
Expense						
ExpAFR: 30 - Operating Expenditures/Expenses						
<u>001-521-200-34000</u> Contract PBC Sheriff	3,327,263.00	3,322,079.83	3,413,715.00	3,413,715.00	3,318,030.00	0.00
Budget Detail						
Budget Code						
2024-2025 Add 1 Deputy at a cost of \$189,315			0.00	0.00	189,315.00	
2024-2025 Add 1 Deputy at a cost of \$189,315			0.00	0.00	189,315.00	
2024-2025 Add 1 Service Aide at a cost of \$151,194			0.00	0.00	151,194.00	
2024-2025 less arpa			0.00	0.00	-625,572.00	
2024-2025 PBSO Contract No Increase			0.00	0.00	3,413,778.00	
<u>001-521-200-41100</u> Telephone	2,000.00	1,350.30	1,500.00	1,011.28	1,500.00	0.00
<u>001-521-200-43000</u> Utilities	10,000.00	11,644.13	10,000.00	9,778.21	10,000.00	0.00
<u>001-521-200-43250</u> Garbage & Trash	1,500.00	989.74	1,500.00	1,466.80	1,500.00	0.00
<u>001-521-200-43500</u> Shot Spotter-Gunshot Detectio	74,000.00	74,474.52	76,000.00	71,596.80	76,000.00	0.00
<u>001-521-200-52100</u> Gasoline & Diesel Fuel	1,500.00	246.36	1,500.00	537.06	1,500.00	0.00
<u>001-521-200-52700</u> American Rescue Plan Expense	0.00	0.00	0.00	0.00	625,572.00	0.00
Budget Detail						
Budget Code						
2024-2025 ARPA Funding to Police Budget			0.00	0.00	625,572.00	
ExpAFR: 30 - Operating Expenditures/Expenses Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,498,105.15	4,034,102.00	0.00
Expense Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,498,105.15	4,034,102.00	0.00
Fund: 001 - General Fund Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,498,105.15	4,034,102.00	0.00
Report Total:	3,416,263.00	3,410,784.88	3,504,215.00	3,498,105.15	4,034,102.00	0.00

MOVED TO ARPA EXPENSE LINE



Town of Lake Park Projected Ad Valorem Taxes Actual and Projected										
	Fiscal Year	General Fund Ad Valorem	General Fund Other	General Fund Total	Revenue Increase From Prior Year	% Inc	Increased Expenditures for Additional Public Safety & FRS		Excess	
							FRS	Public Safety		
PROJECTED	2027	\$ 5,211,119	\$ 10,168,938	\$ 15,380,057	\$ 947,891	6.6%	\$ 232,585	\$ 650,595	\$	64,711
PROJECTED	2026	\$ 4,825,111	\$ 9,607,056	\$ 14,432,167	\$ 849,711	6.3%	\$ 219,420	\$ 625,572	\$	4,719
PROJECTED	2025	\$ 4,467,695	\$ 9,114,761	\$ 13,582,456	\$ 746,602	5.8%	\$ 207,000	ARPA	\$	539,602
PROJECTED	2024	\$ 3,811,338	\$ 9,024,516	\$ 12,835,854	\$ 638,150	5.2%				
ACTUAL	2023	\$ 3,536,942	\$ 8,660,762	\$ 12,197,704	\$ (1,016,915)	-7.7%				
ACTUAL	2022	\$ 3,276,798	\$ 9,937,821	\$ 13,214,619	\$ 2,930,939	28.5%				
ACTUAL	2021	\$ 3,125,587	\$ 7,158,093	\$ 10,283,680						

General Fund Total Excludes One Time ARPA Funds
Even though Nautilus revenue is expected in FY 26/27, it is not included in these revenue projections

PBSO calculated with a 4% increase each year

**Estimated FRS Pension Expense
For Fiscal Year 2025-2026**

Fund	FRS Estimated Expense FY25/26	Valic Estimated Expense FY25/26	Variance
Marina	\$ 60,872	\$ 34,749	\$ 26,123
Sanitation	\$ 68,915	\$ 41,777	\$ 27,138
Stormwater	\$ 32,094	\$ 20,379	\$ 11,715
Streets & Roads	\$ 6,022	\$ 1,679	\$ 4,343
CRA	\$ 27,325	\$ 14,149	\$ 13,176
General	\$ 596,362	\$ 389,510	\$ 206,852
Total	<u>\$ 791,590</u>	<u>\$ 502,243</u>	<u>\$ 289,347</u>

Memo

To: Honorable Mayor & Town Commissioners
From: Thomas J. Baird, Town Attorney
Date: September 18, 2024
Subject: Budget Contingencies Consideration

I want to bring two items to the commission's attention as you consider the adoption of the FY 2024-2025 budget.

First, although the commission has allocated funds to the Town Attorney budget for the two lawsuits pending against the Town, the Plaintiffs in those cases are seeking damages. Although we hope to resolve these cases, a settlement with either Plaintiff could result in the payment of some amount by the Town. Also, if a settlement is not reached, an adverse verdict could occur with damages awarded to either Plaintiff. As part of your deliberation on the budget, please ensure there are sufficient funds either appropriated to an account, or otherwise made available, if needed, from a reserve account.

Second, as discussed with each of you, individually, I believe that the commission would benefit from a continuing services planning firm to assist me and community development staff with our review of the proposed densities in the downtown area and the compatibility of the two proposed projects to ensure consistency with the Town's Comprehensive Plan. Funds for planning studies may be appropriated from some American Rescue funds, and I respectfully urge the commission to do so tonight. Funds in the amount of \$50,000 for planning and engineering studies for the



Thomas J. Baird

D 561 650 8232 O 561 659 3000

tbaird@jonesfoster.com jonesfoster.com

4741 Military Trail, Suite 200, Jupiter, FL 33458

jonesfoster.com

downtown and for studies and public outreach associated with the second density workshop (assuming the commission believes it to be necessary) in November should be sufficient. As for a planning firm to assist with the PADD study, I recommend that Kimley Horn be utilized, which already has a continuing service contract with the Town. This firm has a number of highly qualified AICP planners in its Planning Division who will be of great assistance in successfully working through the comprehensive planning issues pertaining to the two residential projects proposed by developers for Park Avenue and 10th Street. Please note, that its continuing services contract does not include its traffic engineering division for such things such as traffic studies.

RECOMMENDED MOTION: *Authorize the Town Attorney to negotiate a scope of work for planning services to be contained in a work order.*

#5775153 v42 26508-00001



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 9/18/2024

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

Name: John Linden
Address: 568 N. Redwood 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:
Budget

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.

** would like us to look back into PBO contract related to 2 police officers & service (Aid). would like us to remove service aide & take salary and distribute to staff (~75k)*



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 9, 2024

Agenda Item No.

Agenda Title: September 18, 2024 Regular Commission Meeting Minutes.

- Special Presentation/Reports, Board Appointment, Public Hearing Ordinance, New Business, Other, Consent Agenda, Old Business.

Bambi McKibbon-Turner

Digitally signed by Bambi McKibbon-Turner... Date: 2024.09.25 13:47:33 -04'00'

Approved by Town Manager Turner

Date:

Vivian Mendez, Town Clerk, MMC

Name/Title

Table with 3 columns: Originating Department (Town Clerk), Costs (\$ 0.00), Attachments (Minutes Exhibit A and B), Advertised (Not Required), and notification requirements.

Recommended Motion: I move to approve the September 18, 2024 Regular Commission Meeting Minutes.



Lake Park Town Commission, Florida

Regular Commission Meeting

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403
September 18, 2024 7:49 P.M.

Roger Michaud	—	Mayor
Kimberly Glas Castro	—	Vice Mayor
Michael Hensley	—	Commissioner
Mary Beth Taylor	—	Commissioner
Judith Thomas	—	Commissioner
John D’Agostino	—	Town Manager
Thomas J. 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.

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- 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.

CALL TO ORDER/ROLL CALL

7:49 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 conducted during the Final Public Budget Hearing.

SPECIAL PRESENTATION/REPORT:

1. Proclamation in honor of Town Manager John O. D'Agostino upon his retirement from the Town of Lake Park, Florida.

Mayor Michaud presented the proclamation to Town Manager John D'Agostino.

Town Manager D'Agostino expressed his gratitude to the Commission, staff and the residents.

2. Palm Beach County Commission on Ethics Annual Overview

Ms. Gina Levesque representing the Palm Beach County Commission on Ethics. She provided a brief overview of their mission.

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.

Mr. Sam Bauer commented on a petition circulating about Lake Shore Drive (see Exhibit "A").

Ms. Alice Naegele suggested that the Commission listen and respond to the petition, so that the residents feel heard instead of ignored.

Mr. James Sullivan discussed the dangerous devices children encounter around the world. He also addressed the hazard of the Town's sidewalks and how other cities in the world handled parking issues.

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.

Public Comment:

Ms. Dianne Sophinos asked for an explanation regarding the plat for 717 Bayberry Drive.

Commissioner Hensley motioned to pull item number 6, Resolution 70-09-24 Approving the Plat of 717 Bayberry Drive from the Consent Agenda. Commissioner Thomas seconded the motion.

Voting Aye: All

Motion to approved all item on the Consent Agenda except for item 6 made by Commissioner Thomas, Seconded by Vice-Mayor Glas-Castro.

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

Community Development Director Nadia DiTommaso explained the request to plat this property. Vice-Mayor Glas-Castro asked if the homes would be rentals. Community Development Director DiTommaso stated that no applications have been submitted for the use of the property. Mr. Christopher O'Brian described the desire for the plat. He stated that the property would be used as a Mental Health Facility. The owner would like to get one mortgage for the property and to do so the plat was necessary. Vice-Mayor Glas-Castro asked why type of approvals were necessary. Community Development Director DiTommaso stated that a special approval process for the use on the property was necessary. Commissioner Thomas asked how would staff had known that they

were doing this to the property. Community Development Director DiTommaso stated that they would not have known. She expressed concern with the item. Mr. O'Brian described the issues they encountered when they acquired the property. He described that this has been a four (4) year process. Vice-Mayor Glas-Castro felt it was premature to approve the plat without knowing if the use was approvable. The Commission agreed. Mr. O'Brien explained that the reason they were replating was because the Planning & Zoning Board directed them through this process. He further explained that in order for the State to approve it the property must have one parcel number. Community Development Director DiTommaso explained that they have not gone before the Planning & Zoning Board because they do not have an application for the use of this property. The Department received an application for the plat. Mayor Michaud recapped that the item would go back to Community Development and would come back before the Commission at a future date.

3. September 4, 2024 Regular Commission Meeting Minutes
4. September 5, 2024 First Public Budget Hearing Minutes
5. Proclamation Declaring October 7-13, 2024 as Florida Climate Week
6. Resolution 70-09-24 Approving The Plat Of 717 Bayberry
7. Resolution 71-09-24 Rescheduling the October 2, 2024 Regular Commission Meeting to October 9, 2024.
8. Resolution 72-09-24 Approving the Submission and Authorizing the Mayor to Sign The Library's Annual State Aid to Libraries Grant Agreement.
9. Resolution 73-09-24 Authorizing the Mayor to Sign the Town of Lake Park Public Library Long-Range Strategic Plan for 2025-2027.
10. Resolution 74-09-24 Authorizing the Mayor to Sign the Library's Annual Plan of Service
11. Resolution 75-09-24 Authorizing and Directing the Town Manager to Sign a Restrictive Covenant Clause Required as Part of the Project Close-out of the Agreement between the Town of Lake Park and the State of Florida, Department of State, Division of Historical Resources for the Lake Park Historic Town Hall Preservation work.
12. Resolution 76-09-24 Authorizing and Directing the Mayor to Execute an Agreement Between the Town of Lake Park and Florida Public Utilities Company, for the Relocation of Existing Gas Facilities along Lake Shore Drive.

PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:

13. Ordinance 10-2024 Extension to December 31, 2024 of the Inclusion of the Town of Lake Park in the Palm Beach County Fire Rescue Municipal Service Taxing Unit for Fire-Rescue, Fire Protection, Advanced Life Support (or Similar Emergency Services), Fire Code Enforcement and other Necessary and Incidental Services.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; PROVIDING FOR THE TOWN'S CONSENT TO THE INCLUSION OF THE ENTIRE TERRITORY WITHIN THE TOWN OF LAKE PARK MUNICIPAL BOUNDARIES INTO PALM BEACH COUNTY'S FIRE/RESCUE MUNICIPAL SERVICE TAXING UNIT FOR FIRE-RESCUE, FIRE PROTECTION, ADVANCED LIFE SUPPORT (OR SIMILAR EMERGENCY SERVICES), FIRE CODE ENFORCEMENT AND OTHER NECESSARY AND INCIDENTAL SERVICES; PROVIDING FOR INTENT, PURPOSE AND CONSENT; PROVIDING FOR EFFECTIVENESS AND DURATION OF CONSENT; PROVIDING FOR EFFECTIVENESS OF REPEAL; ACKNOWLEDGING AD VALOREM MILLAGE RATE LIMITATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CAPTIONS; AND PROVIDING FOR EFFECTIVE DATE.

Town Manager D'Agostino explained the item. Assistant Town Manager/Human Resources Director Bambi Turner explained that the purpose of this agenda item was to extend the MSTU until December 31, 2034.

Motion to approve Ordinance 10-2024 to extension to December 31, 2034 of the Inclusion of the Town of Lake Park in the Palm Beach County Fire Rescue Municipal Service Taxing Unit for Fire-Rescue, Fire Protection, Advanced Life Support (or Similar Emergency Services), Fire Code Enforcement and other Necessary and Incidental Services made by Commissioner Thomas, Seconded by Commissioner Taylor. Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Taylor, Commissioner Thomas, and Commissioner Hensley.

Attorney Lashley read the Ordinance by title only.

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

NONE

NEW BUSINESS:

14. Resolution 77-09-24 Approving Employee Benefits for Fiscal Year 2025.

Town Manager D'Agostino and Assist Town Manager/Human Resources Turner explained the item (see Exhibit "B").

Motion to approve 77-09-24 made by Commissioner Thomas, Seconded by Commissioner Hensley.

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

15. Resolution 78-09-24 Authorizing the Mayor to Execute the 21st Addendum to the Law Enforcement Service Agreement between PBSO and the Town of Lake Park.

Motion made to approve Resolution 78-09-24 by Commissioner Hensley, Seconded by Commissioner Taylor.

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

16. Resolution 79-09-24 Approval of Property and Casualty Insurance for Fiscal Year 2025.

Assistant Town Manager/Human Resources Director Turner and Mr. Rodney Lewis with Gehring Group explained the updated rate submitted by Florida Municipal Insurance Trust (FMIT).

17. To Designate An Interim Town Manager Commencing 9/23/2024 And Ending When The New Town Manager Is Hired.

Motion made to appoint Bambi McKibbon Turner as the Interim Town Manager until a Town Manager is hired by Commissioner Thomas, Seconded by Commissioner Taylor.

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

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Attorney Lashley requested scheduling an Attorney-Client session on October 9, 2024 at 6:00 P.M.

Town Manager D'Agostino made his comments via Exhibit "C". The Commission agreed to have two Library related proclamation placed on the October 16th meeting.

Commissioner Taylor reminded everyone that the Multicultural Festival and the Rust Market are taking place on Saturday.

Commissioner Hensley thanked staff for the updates on 754 Park Avenue and the shrubs along Park Avenue. He asked the Commission to reconsider reaching a decision on Saturday after the Town Manager interviews. Vice-Mayor Glas-Castro was concerned that if no one was selected on Saturday then the Town would lose candidates. Town Clerk Mendez outlined what the scheduled would be for Saturday. Commission Hensley thanked Town Manager D'Agostino for all his efforts and work during all his years of service. The Commission all thanked Town Manager D'Agostino.

Vice-Mayor Glas-Castro reminded everyone that the Town has been nominated as one of the "Great Places in Florida" and you can vote more than ones. She stated the Mr. Katz continues to silicate signature for a petition to close Lake Shore Drive. The Commission was clear that they were no in favor of doing so. She did not want him to continue his efforts when the Commission were not going to entertain closing the street. Mayor Michaud stated that the Commission was clear during that Commission meeting. He also spoke with Mr. Bauer after that Commission meeting and asked him to monitor and study the traffic pattern after the completion of the Nautilus project and make adjustments as necessary. The Commission directed the Interim Town Manager to prepare a letter outlining the date in which the Commission made their decision. Vice-Mayor Glas-Castro expects communication from the County/City Managers Association regarding a county-wide effort to conduct transportation planning. The Palm Beach County League of Cities has taken a position that they agree with the proposal by the Managers. The Cities are not being asked to do anything other than participating in this effort. A consultant would receive the city's transportation plans and create standard language and unified vision. Vice-Mayor Glas-Castro

thanked Town Manager D’Agostino for all his hard work over the year and bringing the Town out of the ashes. Town Manager D’Agostino stated that he appreciated all of the well wishes. The Town has many more great things to come.

Mayor Michaud announced all the businesses that are in the Town at the Mayor’s Luncheon. Over half of the room was very familiar with Texas Road House. He recognized Town Manager D’Agostino for all the wonderful things he has done since 2015. He thanked him for being his mentor.

REQUEST FOR FUTURE AGENDA ITEMS:

NONE

ADJOURNMENT:

9:38 P.M.

FUTURE MEETING DATE: Next Scheduled Special Call Commission Meeting will be held on October 9, 2024.

Mayor Roger Michaud

Town Seal

Town Clerk, Vivian Mendez, MMC

Approved on this _____ of _____, 2024



Town of Lake Park
PUBLIC COMMENT CARD

Regular

Item 4.

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:

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- Unauthorized remarks from the audience, stomping of feet, clapping, whistles, yells or any other type of demonstrations are discouraged.
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- 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 9/18/24

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

Name: Alice Naegele
Address: 855 Hawthorne

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):

Cul-de-Sac proposal for Lake Shore... and other mitigation for development-imposed problems

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

Regular

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Meeting Date 09/19/2024

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

Name: J. SULLIVAN
Address: 348 FRAGLEN 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):
PARKING ON NARROW ST. EXTREME HAZARD AND SOLUTION USED IN PORTO, CAL.

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

Regular

Item 4.

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Meeting Date 09/18/2024

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

Name: J. SULLIVAN
Address: 348 FAHRENHEIT 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):
DANGEROUS DEVICES BY CHILDREN TO BE ON LOOKOUT FOR THIS TO WORLD NEWS AND PAGES

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

Item 4.

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Meeting Date 9-18-2024

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

Name: SAM BAUER
Address: 105 LAKE SHORE DRIVE

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):
PETITION

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.



CIVILITY AND DECORUM

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Meeting Date 9-18-2024

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

Name: Dianne Sophinos
Address: 338 Bayberry Drive

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

I would like to make comments on the following Agenda Item:
#6 - Consent Agenda

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.

From: [Sam Bauer](#)
To: rmichaud@lakeparkflorida.gov; jthomas@lakeparkflorida.gov; kglas-castro@lakeparkflorida.gov; mhenslev@lakeparkflorida.gov; mtaylor@lakeparkflorida.gov
Cc: [John D'Agostino](#); [Nadia DiTommaso](#); [Bambi Turner](#); [Janet Perry](#); [Peter Baytarian](#); [Sarah E. Flynn](#) (Sarahf@willcarocomm.com); [Brian Terry](#); [Justin Morrow](#); [Felicia Pisacano](#)
Subject: Frank Katz Disinformation Campaign / 09-18-2024 Hearing
Date: Tuesday, September 17, 2024 2:27:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[Katz 09-16-2024.pdf](#)
Importance: High

Good afternoon Mayor, Commissioners, Town Manager, and Staff,

Hope all is well!

In preparation for tomorrow's hearing and understanding that Mr. Katz is once again planning on attending the hearing, I felt we should reach out to the Town and provide you some data to review.

The attached document provides what I believe is the most recent, and historical, list of Mr. Katz's claims and my responses.

As you will see, Mr. Katz continues to exercise a malicious and deceitful campaign gathering followers who he has, with intent of doing so, misinformed, even after being presented with factual data disputing his claims.

It's also important to note that during his last appearance at the council hearing only 1 comment card was ultimately submitted, and the comment was withdrawn.

I personally contacted change.org on 08-28-2024 and notified them of his misrepresentations. While they post policies concerning Misleading Information, Misinformation and Disinformation, and Misleading and Unsubstantiated Claims, they have ignored their own policies and maintained Mr. Katz's petition. He has clearly violated the criteria listed in the Change.org community guidelines under their INTEGRITY & AUTHENTICITY policies.

Please review the attached, which will also be hand delivered to you and the community at the hearing tomorrow and let us know if you require any additional data or if you have any questions or comments.

Respectfully submitted,

Sam Bauer
Senior Vice President of
Development

(561) 436-7044

Sam@ForestDevelopment.com

Summary of Contents:

As you will see from the claims and replies in this document, and attached information, Mr. Katz has gathered his signatures on Change.org by spreading disinformation and misinformation.

Mr. Katz has repeatedly been supplied the correct information and has ignored the factual data.

Mr. Katz has not supplied any factual information, data, or studies to support any of his claims.

Mr. Katz has misrepresented property value impacts. Values have in fact significantly increased. This can be verified by performing a simple search on Zillow for sold homes in the area or by visiting the Palm Beach County Property Appraisers webpage at <https://pbcpao.gov/index.htm> and putting in your, or an adjacent property's address. Some examples of sold properties are included in this information and once the N220 closings start in Q1 of 2025 values will again dramatically increase.

Mr. Katz is using scare tactics and has not provided any data to support his claims. I encourage you to contact the Palm Beach County Sheriff's Office directly to obtain information concerning any increases in Crime or Traffic Incidents (including the issuance of speeding tickets) impacting Lake Shore Drive since the road modifications and construction have occurred.

Mr. Katz has mised the general public and attempted to mislead the Town Council.

These are the facts.

I personally contacted Change.org on 08-28-2024 and notified them of his misrepresentations.

While they post policies concerning Misleading Information, Misinformation and Disinformation, and Misleading and Unsubstantiated Claims, they have ignored their own policies and maintained Mr. Katz's petition. He has clearly violated the criteria listed in the Change.org community guidelines under their INTEGRITY & AUTHENTICITY policies.

If you have signed his petition, you should consider withdrawing your signature and notifying Change.org of his actions.

LAKE PARK TOWN HALL MEETING was held on our Petition Wed June 12th 6:30pm @ 535 Park Ave., Lake Park FL 33403 on the future of Lake Shore Drive...

1. Katz Statement – The Town Council themselves expressed no desire to address our concerns. The Mayor especially expressed that 194 signatures [+ increasing daily, up to 337 as of 07/10/2024] were too many to disregard and promised to monitor the situation.

Reply – During this hearing, that Mr. Katz attended, his potential supporters were provided the actual studies and associated data. Upon reviewing the data, all but 1 of them withdrew their comment cards and left the hearing. The 1 who submitted a comment card did so before reviewing the data and later withdrew her statement of support. Even after Mr. Katz was again presented the correct data explaining that all of his representations were false, he still presented his information. The Town Council notified him that would not take any action.

2. Katz Statement – The crux of this petition is, if Lake Park council refuses to keep Lake Shore Drive a "cull de sac, this is what the future will look like.

Reply – The road is not currently, and never has been, a cul de sac. Mr. Katz was provided with this information on 03-04-2024, months prior to the Town Hall meeting and clearly lied.

3. Katz Statement – Nautilus 220 Traffic Impact Statement states that over the next 5yrs, total traffic on Rte 1 will increase from a daily total of 548 to a daily total of 2,876. The statement also mentions that the current and future residents in the area are not included in these figures. And someone from www.nexrdoor.com who works on statistics like this, pointed out: that volume of traffic would equal 1 lane of traffic over an hour on 95.

Reply – Based on the Nautilus traffic study, there is an estimated increase of 2,328 gross daily trips. The existing development, prior to Nautilus approval, generated 548 daily trips. The Nautilus development plan is consistent with the intent and purpose of the Town's Federal Highway Mixed Use District Overlay and complies with all property development regulations, including required roadway improvements for US 1 / Federal Hwy., Cypress Dr., Bayberry Rd. and Lake Shore Dr. The project has also received traffic approval from Palm Beach County.

Further, Mr. Katz states the new site will increase the daily trips by 2,676 vehicles plus an additional 400-600 cars due to the residents. In other words, he is implying the 2,676 should be a lot higher. This is incorrect as the increase is 2,328 daily trips which is inclusive of the residents, contractors, etc.

Finally, he states that "And someone from www.nexrdoor.com who works on statistics like this, pointed out: that volume of traffic would equal 1 lane of traffic over an hour on 95" and provides no proof of the alleged statement, no credentials of the person mentioned, and no factual data to back up the statement.

His data is incorrect, and he has been supplied with the correct data, traffic concurrency statements, etc. on numerous occasions including at the Council Hearing mentioned above.

4. Katz Statement – Nautilus 220 documents make no mention of the existing entrance to their complex on Lake Shore Drive , only mentioning that coming north, entrance will be on Bayberry Rd, and Cypress Rd. Obviously traffic coming south would divert from a busy RTe 1 onto Lake Shore drive into Nautilus 220, from Northlake Blvd to Date Palm Dr.

Reply – There is no vehicular entrance for this building located on Lake Shore Drive. The building and Development Plans are public record, and we have reviewed this with Mr. Katz. This is again, a lie.

5. Katz Statement – Under those circumstances, due to the noise of continuing traffic and exhaust fumes, our beautiful tree lined street will become an alternative to Rte 1. Kelsey Park ,with its wonderful facilities will cease to be the oasis it currently is. It could also lead to a decrease in property value

Reply – He has no factual data (environmental studies, real estate value studies, etc.) to support this statement and is using it simply as a scare tactic. The fact is that the surrounding property values have significantly increased since the inception of the project.

Therefore we desperately need more signatures to keep Lake Shore Dr. the oasis it has become... And make The Town Council sit up & take notice, before it's too late...

Links to the Petition:-) <https://chng.it/PtxjCnPnRZ>

6. Katz Statement – This Petition is to continue to keep the south end of Lake Shore Drive a “cull de sac” for the following reasons:-{

Reply – Again, the road is not currently, and never has been, a cul de sac. Mr. Katz was provided with this information on 03-04-2024.

7. Katz Statement – Imminent danger to all children & parents going to school especially in the winter months when it’s still dark outside in the morning hours....

Reply – Mr. Katz has no data to support this statement and has simply made it up as a scare tactic.

8. Katz Statement – Imminent danger to families that come to Kelsey Park to everyone that uses the tennis courts, to every jogger, walker, cyclist

Reply – Again, Mr. Katz has no data to support this statement and has simply made it up as a scare tactic

9. Katz Statement – Imminent danger to EVERYONE....who live here, who visit here, who make use of Kelsey Park and its wonderful facilities...

Reply – Again, Mr. Katz has no data to support this statement and has simply made it up as a scare tactic.

10. Katz Statement – To restrict Vehicle Access on Lake Shore Drive's South End to Preserve Community Well being

Reply – Again, the road is not currently, and never has been, a cul de sac or cut off. Mr. Katz was provided with this information on 03-04-2024 and is using this as a scare tactic.

“We the people can make a change...” We have a 214 signees as of 7/01/2024...

Please help in supporting us, by signing & our petition: To close the south end of Lake Shore Dr.

11. Katz Statement – Now the Town of Lake Park & Nautilus 220 has opened up the south end of Lake Shore Dr to two ways in & out of Nautilus 220 & the expanding marina which will cause imminent danger to all residents along Lake Shore Dr; Imminent danger;- (to all families that frequent Kelsey Park; to all that use the tennis courts; to all residents that live between rte 1 & Lake Shore Dr; to joggers; walkers; cyclist; for children going to school in the morning when it's still dark... all waiting for a disaster to happen...

Reply – The road is currently, and always has been, a 2-way street and the building has no entries or exits on Lake Shore Drive. Mr. Katz has no data to indicate that anyone will in fact be in any danger and is using this as a scare tactic.

12. Katz Statement – With additional vehicles coming in & out of Nautilus 220 & The expanded Marina it's going to create our worst nightmare of danger to the quality of life as we have known it.. Along Lake Shore Drive...

Reply – Mr. Katz has no data to indicate that anyone will in fact be in any danger and is using this as a scare tactic.

13. Katz Statement – We have been a resident of Lake Park for 6yrs, and we have been deeply affected by the changes happening in our community. The opening of Lake Shore Drive at the south end into & out of the marina and Nautilus 220 has begun to pose a threat to our safety and quality of life. Parents and children getting ready to go to school, residents & visitors, frequenting Kelsey Park, beachgoers, tennis court users - all are within 300 yards that will be endangered by increased traffic on this beautiful tree-lined street that was once peaceful with its 25 MPH speed limit. Now it has been opened to two way traffic into & out of The Marina & Nautilus 220...

Reply – Again, the road is not currently, and never has been, a cul de sac or cut off and has always been a 2-way street. There has been no increase in crime, no citizens have been harmed, and the speed limit is not proposed to increase. He has no factual data to support this statement, and he has simply made it up as a scare tactic.

14. Katz Statement – The construction of Nautilus 220 will lead to an increase in traffic congestion on Lake Shore Drive. This not only disrupts our daily lives but also poses a significant risk for accidents.

Reply – He has no factual data to support this statement, he has simply made it up as a scare tactic.

15. Katz Statement – Our children's park is no longer safe with cars speeding past it every day.

Reply – The speed limit is not proposed to increase. He has no factual data to support this statement, and he has simply made it up as a scare tactic.

16. Katz Statement – When ever there's a back-up on US 1 coming north from Northlake Blvd, cars & trucks will start to cut over to Lake Shore Drive from Northlake Blvd, [Shore Court], Palmetto Drive, Jasmine Drive, Ellex Drive, Hawthorne Drive, Greenbriar Drive, Foresteria Drive, Evergreen Drive & eventually Date Palm Drive... Because the main entrance to Nautilus 220 & the mariner is @ the south-end of Lake Shore Drive.

Reply – He has no factual data to support this statement, he has simply made it up as a scare tactic. Additionally, there are no entrances or exits from Nautilus 220 on to Lake Shore.

17. Katz Statement – Moreover, the increased vehicle movement is damaging our local vegetation and affecting wildlife habitats. Our once serene neighborhood is now filled with noise pollution from constant traffic. We need your support to restore peace and safety in our community by restricting vehicle access on Lake Shore Drive's south end. Let us preserve what remains of our beautiful tree-lined street before it's too late.

Reply – He has no factual data to support this statement and no impact on wildlife or vegetation has been detected or recorded. No safety concerns have been presented to the Town or the governing police authority (Palm Beach County Sheriff's Office). Mr. Katz has simply made up these statements as a scare tactic.

18. Katz Statement – When all traffic into & out of The Marina & Nautilus 220 in & could be directed to Silver Beach Rd where there are parking lots & 1 resident...

Reply – The traffic is in fact being directed to the northern and southern roadways adjacent to Nautilus 220 (Bayberry and Cypress) and again, there are no entries and exits from Nautilus on to Lake Shore.

19. Katz Statement – NB/1. Check out this statement on **Nautilus Traffic Report on Pg.6/46 3.0 Traffic Generation** "However, the residential component of this project falls under the Coastal Residential Exception criteria as outlined in the Palm Beach County Traffic Performance Standards. Therefore, only the non-residential trips will be evaluated for traffic concurrency as part of this traffic study"

This I read that because the Govt. says they can eliminate residential traffic Nautilus did, which in all common sense, how can this "Traffic impact Statement" be valid at all, when they exclude 20% of traffic in their Statement...???...And knowingly do it...

Reply –The Nautilus development plan is consistent with the intent and purpose of the Town's Federal Highway Mixed Use District Overlay and complies with all property development regulations, including required roadway improvements for US 1 / Federal Hwy., Cypress Dr., Bayberry Rd. and Lake Shore Dr. The project has also received traffic approval from Palm Beach County. His data is incorrect, and he has been supplied with the correct data, traffic concurrency statements, etc. on numerous occasions including at the Council Hearing mentioned above.

He manipulated the data while in possession of the correct information and after it had been explained to him by a traffic engineer. Item 4.

Please sign this petition urging local authorities to take immediate action for the well-being of all residents & visitors to Lake Park 's wonderful Kelsey Park...

NB1./ To receive this report email me @ the.katzs@gmail.com for a copy of this 64 pg. Report.

Google Maps 298 Lake Shore Dr



Lake Park, Florida
Google Street View
Nov 2007 See latest date

Image capture: Nov 2007 © 2024

Google Maps

298 Lake Shore Dr.

Lake Park, Florida

Google Street View

Feb 2015

See latest date



Image capture: Feb 2015

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Sort: Price (High to Low)



\$64.5M

-- bds | -- ba | 12,040 sqft - Sold
303 N Congress Ave, Lake Park, FL 33403



\$22.8M

3 bds | 2 ba | 1,676 sqft - Sold
207 Bayberry Dr, Lake Park, FL 33403

Item 4.



\$2.52M

-- bds | -- ba | **2,460 sqft** - Sold

1145 Old Dixie Hwy #A1, Lake Park, FL 33403



\$1.92M

-- bds | -- ba | **2,441 sqft** - Sold

612 Federal Hwy, Lake Park, FL 33403



\$1.60M

Item 4.



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

COMMUNITY DEVELOPMENT

FEMA Flood Maps

FEMA is updating their flood maps. While Lake Park will not experience significant changes, a public outreach meeting for northern palm beach county is being held by FEMA. If you are interested in attending and viewing the latest maps, the meeting will be held in Jupiter:

September 26th, 5:00 – 8:00 p.m.

**Jupiter Community Center
200 Military Trail, Jupiter**

Draft maps are also available in the Community Development Department at Town Hall, or by emailing: CommunityDevelopment@lakeparkflorida.gov

Newer Project Updates:

Community Development will provide an updated project presentation with additional details at a future commission meeting. In the interim, these are *some* newer project updates (the list does not include projects still in review):

D.X.D. Self-Storage (located at 1450 Water Tower Road): It's almost 40% occupied, with 270 leased units as of Monday of this week.

Dalfen/Lake Park Logistics Center (also in the C.R.A. – located at 1100 Old Dixie Highway): They are still working on finalizing an agreement with tenants for the property.

Lake Park Innovation Center (located at 230 N. Congress Avenue) - Several units are under lease contracts, and business tax receipt applications are pending. The businesses currently registered with the Town are:

- Unit A-11 – Jobe Systems. Use: Custom Electronics Design. Opening: July 7, 2023.
- Unit C-2 - The Parkland Companies. Use: Office. Opening: November 8, 2023.
- Unit A-3 – P.B. Virtual Golf. Use: Virtual Golf. Opening: February 1, 2024.
- Unit B-1- Bungalow 23. Use: Salon. Opening: December 14, 2023
- Unit C-1 – Sunfilms. Use: Window Tinting. Opening: July 8, 2024.
- Unit C-4 – J.B.'s Yacht Plumbing. Use: Office. Opening: July 15, 2024
- Unit C-3 – Level T.E.N. Training. Use: Personal Trainer. Opening: July 1, 2024.

Congress Avenue Warehouse (located at 270 N Congress Avenue) - The businesses currently registered with the Town are:

- Unit H - D.N.A. Cabinets. Use: Cabinet Warehouse. Opening Date: January 23, 2023.
- Unit F – Meta Power Solutions. Use: Storage and Assembly. Opening Date: December 1, 2023.
- Unit J - Hillshire York Service Company. Use: G.C. Office. Opening Date: February 23, 2023.

Silver Beach Industrial (located at 1600/1620/1640/1660 Silver Beach Road) - The businesses currently registered with the Town are:

- 1600 Silver Beach
 - Unit 400 – Panor Corp (D.B.A. Maxxima). Use: L.E.D. Lighting. Opening Date: August 1, 2024.
- 1620 Silver Beach
 - Unit 400 – Laticrete International. Use: Distribution, warehouse. Opening Date: March 28, 2024
 - Unit 200 – U.T.Z. Quality Foods L.L.C. Use: Wholesaler. Opening Date: August 12, 2024.
- 1660 Silver Beach
 - Unit 100 – Florida Pneumatic Manufacturing Corp. Use: Warehouse. Opening Date: March 2, 2023.
 - Unit 200 – Synthetic Green Warehouse Florida. Use: Distribution. Opening Date: October 1, 2023
 - Unit 300 – Bekins A-1 Movers INC. Use: Moving and Storage. Opening Date: October 16, 2023.
 - Unit 400 – Neo G U.S.A. INC. Use: Warehouse. Opening Date: August 4, 2023.

Empire Landscaping (also in the C.R.A. on 13th Street - site plan approved November 2023) – In permitting.

Clean Sweep Refuse (also in the C.R.A. - located at 810 Water Tower Road) – Still in construction

Northlake Promenade/Avalon Bay Residential Development (to be located at 400 Northlake in the Publix plaza area) – Submitting for permits last week.

754 Park Avenue (also in the C.R.A.) – still awaiting resubmittal from the property owner’s contractor. Property is running in fine.

Nautilus 220 (located at 220 Lake Shore Drive) – Estimated completion February/March 2025.

Oceana Coffee/Commercial Kitchens (also in the C.R.A. - located at 1301 10th Street) – provided a full update at the last meeting. Completion is December 2024.

COMMUNICATIONS

Lake Park Selected as a Contest Finalist

We are proud to announce that The Town of Lake Park's very own Lake Shore Drive has been selected as one of only three finalists for the American Planning Association's **Great Places in Florida** Award. This winner is selected by the public, so you have an opportunity help us win! You can visit florida.planning.org/greatplaces and follow the instructions to vote, or you can access the Q.R. code on the flyer that is in our newsletter, on Facebook and Nextdoor, and on our website. Voting is open through October 4, and the winner will be announced October 7. For additional information, please email publicinformation@lakeparkflorida.gov or call 561-882-1819.

SPECIAL EVENTS

Multicultural Festival

The Town will host a Multicultural Festival on **Saturday, September 21** from 1:00 p.m. -6:00 p.m. in Kelsey Park. There will be art, craft, food and beverage vendors. As well as live entertainment, cultural performances, games, activities and more. For more information, call 561-840-0160.

Sunset Celebration

Sunset Celebration will be held on **Friday, September 27** from 6:00 p.m. – 9:00 p.m. in Kelsey Park. This month's event will feature live entertainment from Ladies of Memory Lane! For more information, call 561-840-0160.

TOWN COMMISSION CONSENSUS

- Seeking Town Commission Consensus for two Proclamations relating to the Library to be placed on a future Town Commission Agenda. 1) Proclaiming October 19, 2024 as Freedom to Read Community Day of Action to promote action against book censorship that remains a threat to all individual's right to read. This will also be the day that we will have our Read for the Record festival in Kelsey Park. 2) And October 20 – October 26, 2024 as National Friends of Libraries week to honor the Lake Park Friends for all that they have done for the library.

*on
Oct 16
agenda*

TOWN COMMISSION TRAVEL

Registration is now open for the following conferences and training opportunities. Please advise which members of the Town Commission would like to attend and register for the events listed below.

November 13-26, 2024 - National League of Cities Roadshow Cities at City Summit

Tampa Bay, FL - \$920/Person through November 11, 2024

The N.L.C. will be honoring all cities, towns and villages featured during the 100th Anniversary Roadshow at the conference. <https://citysummit.nlc.org/>

Qualifying is 11/5 - 11/19

February 6-7, 2025 – 12th Annual Safe Streets Summit

The Hilton in West Palm Beach, FL - Theme: *Mobility at the Heart of it All*
(Early Bird Government Registration Discount Rate before December 18 - \$185)

<https://palmbeachtpa.org/sss2025/>

May 11-16, 2025 - Governor’s Hurricane Conference

Palm Beach County Convention Center, West Palm Beach, FL
\$285 Training & Conference/\$260 Conference Only/\$135 Training Only
Register by April 18, 2025 (Training Classes fill up): <https://flghc.org/>

BUDGET COLA and MERIT:




I want to confirm that the Town Commission has consented to a 3% COLA and a 3% Merit increase for employees. In addition, the Union Contract will have reopeners in years two and three of the contract. The pay ranges for employees are to be adjusted based on the COLA increases each year to reduce lump sum adjustments for union and non-union employees at the top of the salary range.

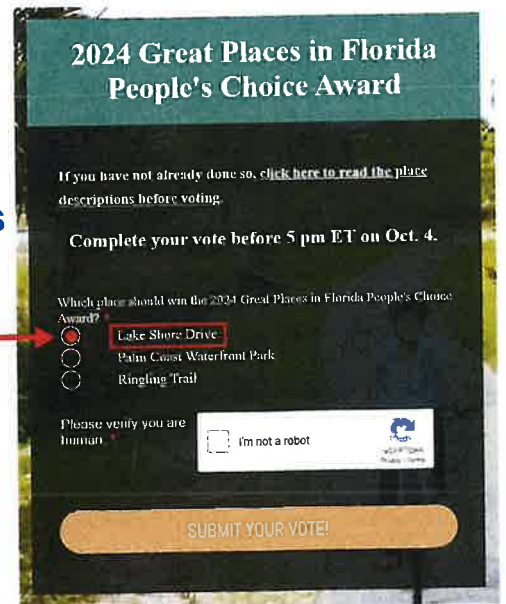


WE'VE BEEN NOMINATED AND WE NEED YOUR HELP TO WIN!

Lake Shore Drive has been selected as one of only three finalists for the 11th Annual Great Places in Florida People's Choice Award!
The focus for this year is *Great Places Exemplifying Safe Mobility For All!*
The Town needs **YOUR HELP** to win!

HERE'S HOW YOU CAN HELP MAKE IT HAPPEN:

1. Scan the QR code   or visit: <https://florida.planning.org/greatplaces>
2. Navigate to the voting page then select **Lake Shore Drive** 
3. Submit Your Vote!



*Voting closes at 5:00 PM on Friday, October 4
The winner will be announced Monday, October 7
Please encourage others to vote*

TOWN OF LAKE PARK
MULTICULTURAL
FESTIVAL

**SHOWCASING CULTURE THROUGH
ART, FOOD, MUSIC, DANCE & FASHION**

SATURDAY, SEPTEMBER 21
1:00 PM - 6:00 PM
KELSEY PARK
601 US HIGHWAY 1
LAKE PARK, FL 33403

LIVE MUSIC, CULTURAL PERFORMANCES
ART, CRAFT, FOOD & BEVERAGE VENDORS
KIDS ZONE, GAMES, ACTIVITIES
FREE ADMISSION & PARKING



FOR MORE INFORMATION AND TO
BECOME A PERFORMER, SPONSOR, VENDOR OR
VOLUNTEER CONTACT THE SPECIAL EVENTS
DEPARTMENT AT 561-840-0160 OR EMAIL
SPECIALEVENTS@LAKEPARKFLORIDA.GOV



SUNSET CELEBRATION

FREE MUSIC CONCERT

FEATURING

Ladies of Memory Lane



**FOOD VENDORS * CASH BAR * ART & CRAFT VENDORS * HAPPY HOUR
FREE ADMISSION & PARKING * NO OUTSIDE FOOD OR DRINKS**

FRIDAY, SEPTEMBER 27

6:00 PM - 9:00 PM

KELSEY PARK

601 US HIGHWAY 1

LAKE PARK, FL 33403

**FOR MORE INFORMATION
CALL 561-840-0160 OR EMAIL
SPECIALEVENTS@LAKEPARKFLORIDA.GOV**



TOWN COMMISSION TRAVEL

REGISTRATION NOW OPEN!

- **National League of Cities Road Show Cities at City Summit – 11/13/14-11/26/24 (Tampa Bay)**
- **Safe Streets Summit – 2/6/25-2/7/25 (West Palm Beach)**
- **Governor’s Hurricane Conference 5/11/25-5/16/25 (West Palm Beach)**

Janet Perry

From: Janet Perry
Sent: Monday, July 15, 2024 9:39 AM
To: Commission; Department Heads
Subject: RESPONSE REQUESTED - FW: Special Recognition for NLC Roadshow Cities at City Summit, Tampa Bay, FL 11/13/24-11/26/24

Good Morning,

Please advise if you wish to attend the **National League of Cities 2024 City Summit Conference, November 13-16, 2024** in Tampa Bay. Preconference activities and Executive Education Sessions will be held November 11-12. The NLC will be honoring all cities, towns and villages featured during the 100th Anniversary Roadshow at the conference. Registration is now open, the fee is \$800/person. More information can be found within the link provided. <https://citysummit.nlc.org/>

I look forward to your reply.

Thank you.

Janet Perry, A.P.C.

Executive Assistant to the Town Manager
Office of the Town Manager

TOWN OF LAKE PARK

535 Park Avenue
Lake Park, FL 33403
561-881-3304
561-881-3314 (fax)
www.lakeparkflorida.gov



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

From: John D'Agostino
Sent: Monday, July 8, 2024 7:46 PM
To: Commission <Commission@lakeparkflorida.gov>; Department Heads <DepartmentHeads@lakeparkflorida.gov>
Subject: Fwd: Special Recognition for NLC Roadshow Cities at City Summit

FYI

John D'Agostino

Begin forwarded message:

From: Roger Michaud <rmichaud@lakeparkflorida.gov>
Date: July 5, 2024 at 11:10:26 AM EDT
To: Janet Perry <jperry@lakeparkflorida.gov>, John D'Agostino <jdagostino@lakeparkflorida.gov>
Subject: Fwd: Special Recognition for NLC Roadshow Cities at City Summit

Good Morning,

Catching up on emails and I wanted to make sure this is distributed to commissioners as well as staff.

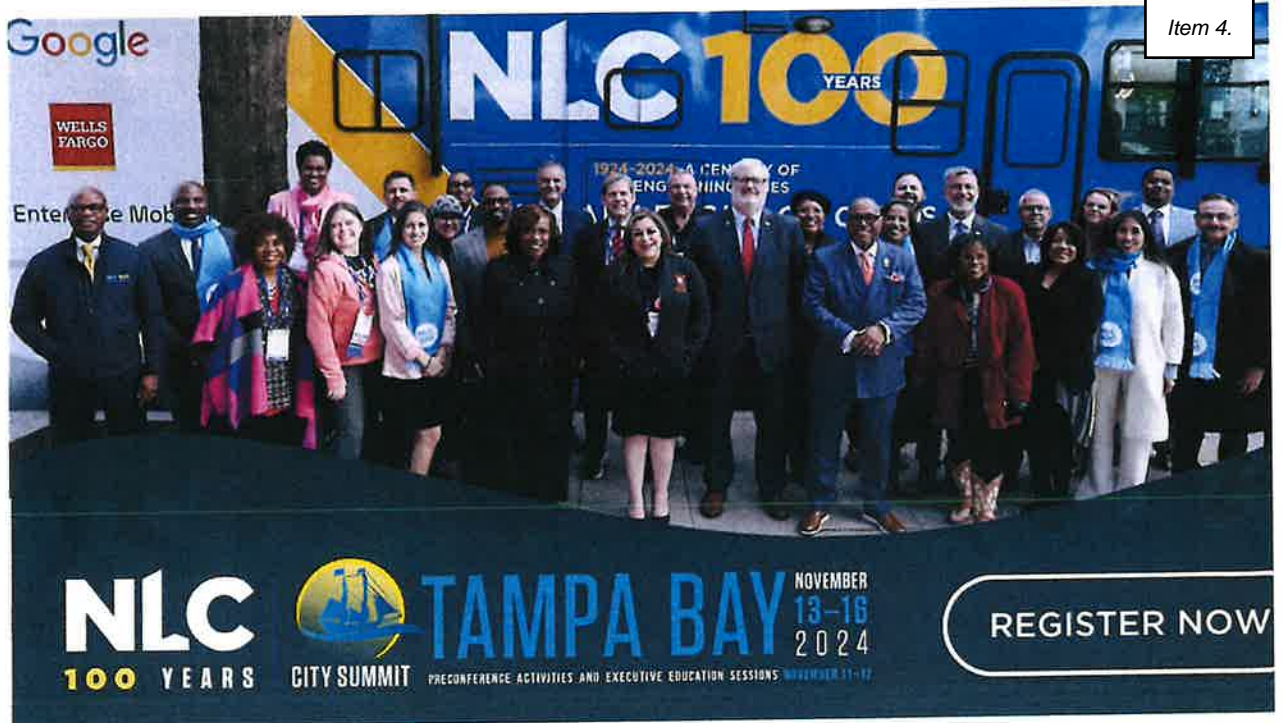
Thank you in advance,

Roger Michaud
Mayor
Town of Lake Park, Florida

Sent from my iPad

Begin forwarded message:

From: "Clarence E. Anthony | National League of Cities (NLC)" <ceo@email.nlc.org>
Date: June 21, 2024 at 11:00:55 AM EDT
To: Roger Michaud <rmichaud@lakeparkflorida.gov>
Subject: Special Recognition for NLC Roadshow Cities at City Summit
Reply-To: National League of Cities <reply-fec71571716d067a-717_HTML-7050353-534004469-5@email.nlc.org>



Item 4.

Thank you again for hosting NLC and being part of our historic 100th anniversary roadshow. For my staff and I, having the chance to travel throughout the country and visit communities like the Town of Lake Park has been an amazing experience that we'll cherish for years to come.

As we gear up for our 2024 City Summit conference in Tampa Bay, FL, I wanted to drop you a quick note to let you know that we will be honoring all of the cities, towns, and villages featured during the roadshow at the conference. This special recognition will take place during the opening general session, and VIP seating will be provided for attendees from the roadshow communities. We'll also have special "Centennial Roadshow City" ribbons for your conference name tags.

With this being our 100th anniversary, this year's City Summit is going

to be one to remember, and we're pulling out all the stops! I hope you'll join us and participate in the recognition we'll be doing for the roadshow cities.

If you haven't yet registered, you can do so [here](#). And be sure to bring your full team (groups of five receive a sixth registration free)!



Clarence E. Anthony
CEO and Executive Director
National League of Cities

REGISTER NOW

Pre-conference activities will take place Tuesday November 12.

Helpful NLC Links:

- News & Insights
- Upcoming Events
- Resources & Training
- Advocacy



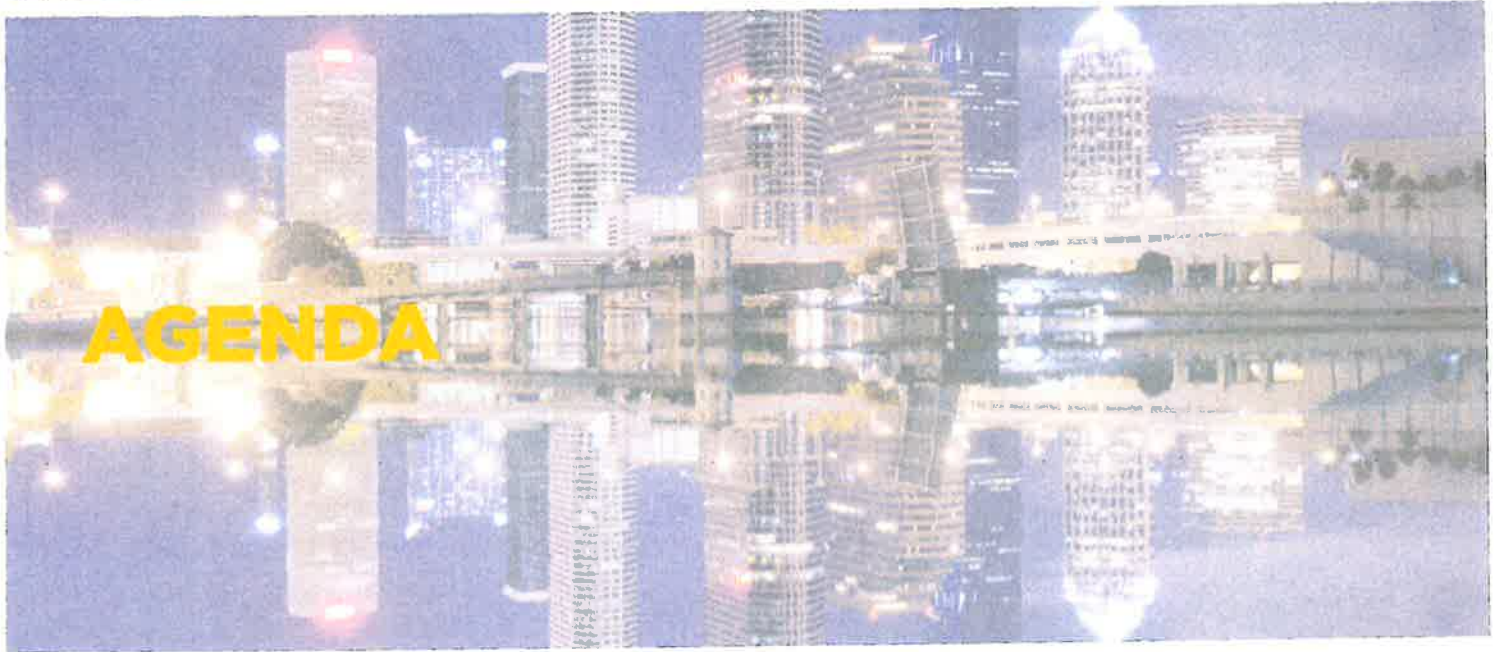
If this message is not displaying properly, please view in [browser](#).

This message was intended for: rmichaud@lakeparkflorida.gov. You may update your communication [preferences](#) from NLC at any time.

NLC

660 North Capitol Street NW, Suite 450 Washington, DC, 20001, United States

[Privacy Policy](#) | © 2024 NLC, All Rights Reserved



Centennial City Summit Schedule

TAMPA BAY, FLORIDA NOVEMBER 13-16, 2024

Pre-Conference Activities & Executive Education begin November 11.
Times in the agenda are in Eastern Time Zone. All events are subject to change.
Press X to clear your filter.

TUESDAY, NOV 12

07:00 AM - 05:00 PM **Ask NLC**
Tampa Convention Center

07:00 AM - 05:00 PM **Registration**
Tampa Convention Center

08:00 AM - 08:50 AM **NLCU: Essential Practices for Equitable and Evidence-based Decision Making**
Tampa Convention Center

Tampa Marriott Water Street

08:00 AM - 11:50 AM

NLCU: A World Cup for Children - The Early Childhood Readiness of Cities

Tampa Convention Center

09:00 AM - 09:50 AM

NLCU: Collective Cyber Security Defense Training & Certification Program

Tampa Convention Center

09:00 AM - 09:50 AM

NLCU: Data Literacy for Policy Makers

Tampa Convention Center

09:00 AM - 09:50 AM

NLCU: Centering Racial Equity in Infrastructure, Capital Decisions & Municipal Bond Investments

Tampa Convention Center

10:00 AM - 10:50 AM

NLCU: City Leaders Connecting Children to Nature Everywhere

Tampa Convention Center

10:00 AM - 10:50 AM

NLCU: Real Estate Strategies to Address Food Insecurity in Underserved Areas

Tampa Convention Center

10:15 AM - 11:30 AM

Resolutions Committee Meeting

Tampa Marriott Water Street

11:00 AM - 11:50 AM

NLCU: Supporting Small-Scale Development to Address Your Local Housing Supply Crisis

Tampa Convention Center

Tampa Convention Center

11:30 AM - 12:30 PM

NLC Board of Directors and Advisory Council Luncheon

Tampa Marriott Water Street

12:00 PM - 01:30 PM

Youth Delegates Luncheon and Opening Session

Tampa Convention Center

12:30 PM - 02:00 PM

Advisory Council Meeting

Tampa Marriott Water Street

12:30 PM - 02:00 PM

Information Technology and Communications (ITC) Policy Committee Meeting

Tampa Convention Center

12:30 PM - 02:00 PM

Transportation and Infrastructure Services (TIS) Policy Committee Meeting

Tampa Convention Center

12:30 PM - 02:00 PM

Public Safety and Crime Prevention (PSCP) Policy Committee Meeting

Tampa Convention Center

12:30 PM - 02:00 PM

Human Development (HD) Policy Committee Meeting

Tampa Convention Center

12:30 PM - 02:00 PM

Energy, Environment and Natural Resources (EENR) Policy Committee Meeting

Tampa Convention Center

Tampa Convention Center

12:30 PM - 02:00 PM **Finance, Administration & Intergovernmental Relations (FAIR) Policy Committee Meeting**

Tampa Convention Center

01:30 PM - 03:00 PM **Youth Delegates Workshop Session 1**

Tampa Convention Center

03:15 PM - 04:45 PM **Youth Delegates Workshop Session 2**

Tampa Convention Center

06:30 PM - 09:30 PM **Youth Delegate Evening Event**

Off Property

WEDNESDAY, NOV 13

07:00 AM - 05:30 PM **Ask NLC**

Tampa Convention Center

07:00 AM - 05:30 PM **Registration**

Tampa Convention Center

08:00 AM - 09:00 AM **First Time Attendee Breakfast**

Tampa Convention Center

09:00 AM - 10:00 AM **NLC 101: Advocate, Learn, Network, Solve and Save**

09:00 AM - 10:30 AM **Youth Delegates Workshop Session 3**

Tampa Convention Center

09:00 AM - 12:00 PM **Solution Sessions**

09:00 AM - 12:00 PM **Port Tampa Bay by Water**

09:00 AM - 12:00 PM **Champa Bay**

09:00 AM - 12:00 PM **Cemetery Preservation**

09:00 AM - 12:00 PM **Tampa's Historic Streetcar**

09:00 AM - 12:00 PM **Tampa: Cigar City**

09:00 AM - 12:00 PM **Vision Zero: Making Tampa's Roads Safer**

10:00 AM - 11:00 AM **University Communities Council Membership Meeting**

Tampa Convention Center

10:00 AM - 11:00 AM **Small Cities Council Meeting**

Tampa Convention Center

10:00 AM - 11:15 AM **Large Cities Council Meeting**

10:00 AM - 11:30 AM

Military Communities Member Council Meeting

Tampa Convention Center

10:00 AM - 12:30 PM

Research Advisory Committee

Tampa Convention Center

10:45 AM - 12:15 PM

Youth Delegates Workshop Session 4 and Closing

Tampa Convention Center

11:00 AM - 12:00 PM

State League Steering Committee Meeting

Tampa Marriott Water Street

11:00 AM - 12:00 PM

Women in Municipal Government (WIMG) Board Meeting

Tampa Convention Center

12:15 PM - 12:20 PM

Exhibit Hall Ribbon Cutting

Tampa Convention Center

12:15 PM - 01:15 PM

Attendee Lunch in Exhibit Hall

Tampa Convention Center

12:15 PM - 01:30 PM

NLC's Strategic Partners' Luncheon

Tampa Convention Center

12:15 PM - 02:00 PM

Enterprise Partners: Savings & Solutions Pavilion

Tampa Convention Center

Tampa Convention Center

02:00 PM - 03:30 PM **Opening General Session**

Tampa Convention Center

03:30 PM - 04:30 PM **Exhibit Hall Dessert Break**

Tampa Convention Center

03:30 PM - 05:00 PM **Enterprise Partners: Savings & Solutions Pavilion**

Tampa Convention Center

03:30 PM - 05:00 PM **Exhibit Hall Open**

Tampa Convention Center

03:45 PM - 04:45 PM **Drones and Electric Taxis Taking Off: Roundtable Discussion of the NLC Aviation Advisory Forum**

Tampa Convention Center

03:45 PM - 04:45 PM **LGBTQ+LO Membership Meeting**

Tampa Convention Center

03:45 PM - 05:15 PM **Council on Youth, Education, and Families Meeting**

Tampa Marriott Water Street

PROACTIVELY TRAVEL

Tampa Convention Center

04:30 PM - 05:30 PM

Local Indigenous Leaders / LIL Membership Meeting

PROACTIVELY TRAVEL

Tampa Convention Center

05:00 PM - 06:30 PM

Georgia Municipal Association Caucus and Reception

PROACTIVELY TRAVEL

Tampa Marriott Water Street

05:00 PM - 07:30 PM

DMO "Oh So Blue" After Dark Reception

PROACTIVELY TRAVEL

Tampa Marriott Water Street

05:15 PM - 06:15 PM

Hispanic Elected Local Officials (HELO) Membership Meeting

PROACTIVELY TRAVEL

Tampa Convention Center

05:15 PM - 06:15 PM

APAMO (Asian Pacific American Municipal Officials) Membership Meeting

PROACTIVELY TRAVEL

Tampa Convention Center

05:15 PM - 08:00 PM

Digital Cities Survey Awards Dinner 2024

PROACTIVELY TRAVEL

Tampa Marriott Water Street

05:30 PM - 06:30 PM

Suburbs Happy Hour

Tampa Convention Center

05:30 PM - 07:00 PM

Arts & Culture Reception

Tampa Marriott Water Street

Tampa Marriott Water Street

06:00 PM - 07:00 PM **Small Cities Council Reception**

Tampa Marriott Water Street

06:30 PM - 07:30 PM **Housing Supply Accelerator Networking Event**

Tampa Convention Center

06:30 PM - 08:30 PM **State League Directors and Staff Networking Reception**

Off Property

09:00 PM - 11:00 PM **Young Municipal Leaders Reception**

Off Property

09:00 PM - 11:45 PM **NBC-LEO President's Hospitality Reception**

Tampa Marriott Water Street

THURSDAY, NOV 14

07:00 AM - 05:30 PM **Ask NLC**

Tampa Convention Center

07:00 AM - 05:30 PM **Registration**

Tampa Convention Center

Tampa Marriott Water Street

08:00 AM - 09:00 AM **NLC Rail Roundtable**

Tampa Convention Center

09:00 AM - 10:30 AM **General Session**

Tampa Convention Center

09:00 AM - 12:00 PM **Municipalities Reimagining Community Safety Commencement Conversation**

Tampa Convention Center

10:30 AM - 11:30 AM **Nature Everywhere Action Challenge Meeting**

Tampa Convention Center

10:30 AM - 04:30 PM **Enterprise Partners: Savings & Solutions Pavilion**

Tampa Convention Center

10:30 AM - 04:30 PM **Exhibit Hall Open**

Tampa Convention Center

10:45 AM - 12:15 PM **The Future of Work: Preparing Your Community**

Tampa Convention Center

10:45 AM - 12:15 PM **Opening New Pathways to Public Service**

Tampa Convention Center

10:45 AM - 12:15 PM **Moving Residents from Economic Stability to Security**

10:45 AM - 12:15 PM

Building Bridges to Trust & Civility

Tampa Convention Center

10:45 AM - 12:15 PM

Meeting the Moment on Immigration I: Community Impact

Tampa Convention Center

10:45 AM - 12:15 PM

Securing Capital for Housing Development: Strategies and Partnerships for Success

Tampa Convention Center

10:45 AM - 12:15 PM

Western Municipal Association

Tampa Marriott Water Street

12:30 PM - 01:45 PM

National Black Caucus Local Elected Officials (NBC-LEO) Membership Luncheon

Tampa Convention Center

12:30 PM - 01:45 PM

State League Executive Directors and Presidents Lunch

Tampa Marriott Water Street

12:30 PM - 01:45 PM

Attendee Lunch in Exhibit Hall

Tampa Convention Center

12:30 PM - 01:45 PM

Afterschool Policy Advisors' Network luncheon

Tampa Convention Center

01:30 PM - 04:30 PM

Tampa Riverwalk

01:30 PM - 04:30 PM **Supporting People Experiencing Homelessness**

01:30 PM - 04:30 PM **Tampa Historic District: Ybor City**

01:30 PM - 04:30 PM **Protecting Drinking Water Quality and Removing Forever Chemicals**

01:30 PM - 04:30 PM **Port Tampa Bay by Water**

02:00 PM - 03:30 PM **Film Screening: Join or Die**

Tampa Convention Center

02:00 PM - 03:30 PM **Climate-Ready Futures I: City Profiles in Action**

Tampa Convention Center

02:00 PM - 03:30 PM **The New Downtown: Dynamic, Inclusive & Creative**

Tampa Convention Center

02:00 PM - 03:30 PM **Meeting the Moment on Immigration II: Roundtable Conversations**

Tampa Convention Center

02:00 PM - 03:30 PM **State League Deputy Directors Only Session**

Tampa Marriott Water Street

02:00 PM - 03:30 PM **State League Executive Directors Only Session**

Tampa Marriott Water Street

Initiatives

03:45 PM - 05:15 PM

Tampa Convention Center

03:45 PM - 05:15 PM

Moving the Needle on NIMBY & Housing

03:45 PM - 05:15 PM

Tampa Convention Center

03:45 PM - 05:15 PM

Empowering the Early Childhood Workforce

03:45 PM - 05:15 PM

Tampa Convention Center

03:45 PM - 05:15 PM

Community Engagement: It Starts with Authenticity

03:45 PM - 05:15 PM

Tampa Convention Center

03:45 PM - 05:15 PM

Building Your Preemption Toolbox

03:45 PM - 05:15 PM

Tampa Convention Center

03:45 PM - 05:15 PM

Mayor's Education Task Force

Tampa Convention Center

05:30 PM - 06:30 PM

Constituency Groups Joint Reception

05:30 PM - 06:30 PM

Embassy Suites

05:30 PM - 07:00 PM

Southern Cities Economic Inclusion Initiative: Grant and Program Opportunities

Tampa Convention Center

05:30 PM - 07:00 PM

NC Leadership Reception at NLC City Summit

05:30 PM - 07:00 PM

Tampa Marriott Water Street

05:30 PM - 07:00 PM

League of Arizona Cities and Towns Reception

05:30 PM - 07:00 PM **Texas Reception**

Tampa Marriott Water Street

05:30 PM - 07:00 PM **CLA FCL Republican Mayor, Councilmember, Partner reception**

Off Property

05:30 PM - 07:30 PM **Kansas/Missouri Joint Reception**

Off Property

05:30 PM - 07:30 PM **Oregon & Washington Leagues Joint Reception**

Tampa Marriott Water Street

05:30 PM - 07:30 PM **Ohio Municipal League Reception**

Tampa Marriott Water Street

05:30 PM - 07:30 PM **Oklahoma Municipal League Reception**

Off Property

06:00 PM - 07:30 PM **League of California Cities Reception**

Tampa Marriott Water Street

06:00 PM - 09:00 PM **South Dakota Municipal League Dinner**

Off Property

06:45 PM - 08:30 PM **APAMO (Asian Pacific American Municipal Officials) Reception**

Tampa Marriott Water Street

Off Property

07:00 PM - 09:00 PM **LGBTQ+LO Dinner**

Off Property

07:30 PM - 09:00 PM **NLC Film and Video Screening**

Tampa Marriott Water Street

08:00 PM - 11:00 PM **National Black Caucus Local Elected Officials (NBC-LEO) Night Out**

Off Property

FRIDAY, NOV 15

07:00 AM - 05:30 PM **Ask NLC**

Tampa Convention Center

07:00 AM - 05:30 PM **Registration**

Tampa Convention Center

08:00 AM - 05:00 PM **State League Staff Headquarters**

Tampa Convention Center

09:00 AM - 12:00 PM **Water Street Tour**

09:00 AM - 12:00 PM **Tampa: Cigar City**

09:00 AM - 12:00 PM **Tampa River Walk**

09:00 AM - 12:00 PM **Tampa International Airport Expansion**

09:00 AM - 12:00 PM **Tampa Historic District: Ybor City**

09:00 AM - 12:00 PM **Solution Sessions**

09:00 AM - 01:00 PM **Enterprise Partners: Savings & Solutions Pavilion**

Tampa Convention Center

09:00 AM - 01:00 PM **Exhibit Hall Open**

Tampa Convention Center

09:00 AM - 04:00 PM **State League Retired Directors Session**

Off Property

10:00 AM - 11:00 AM **State League Roundtable Session**

Tampa Marriott Water Street

10:00 AM - 12:00 PM **Race Equity and Leadership (REAL) Council Meeting**

Tampa Convention Center

11:30 AM - 01:00 PM **Women in Municipal Government (WIMG) Luncheon**

Tampa Convention Center

11:30 AM - 01:00 PM **State League Executive Directors and Staff Lunch**

Tampa Marriott Water Street

Tampa Convention Center

01:15 PM - 02:30 PM **Afternoon General Session**

Tampa Convention Center

03:00 PM - 04:30 PM **Honest Conversations: Public Safety & Community Perception**

Tampa Convention Center

03:00 PM - 04:30 PM **Get Current with New Drinking Water Regulations**

Tampa Convention Center

03:00 PM - 04:30 PM **The Nuts & Bolts: AI in Municipal Government**

Tampa Convention Center

05:30 PM - 06:30 PM **Alabama League of Municipalities**

Tampa Marriott Water Street

05:30 PM - 07:00 PM **Florida League of Cities Reception**

Off Property

06:00 PM - 07:00 PM **Region VII Reception**

Tampa Marriott Water Street

07:00 PM - 10:00 PM **Tampa Host City Event**

Off Property

Off Property

SATURDAY, NOV 16

07:00 AM - 02:30 PM

Ask NLC

Tampa Convention Center

07:00 AM - 02:30 PM

Registration

Tampa Convention Center

09:00 AM - 10:30 AM

First Tier Suburbs Council Meeting

Tampa Convention Center

10:45 AM - 12:15 PM

Harnessing the Power of Inclusive Procurement

Tampa Convention Center

10:45 AM - 12:15 PM

Housing Strategies to End Homelessness

Tampa Convention Center

10:45 AM - 12:15 PM

From Basic Needs to Thriving Communities

Tampa Convention Center

10:45 AM - 12:15 PM

Integrating Racial Equity: Transforming Communities with Municipal Bonds

Tampa Convention Center

12:15 PM - 01:30 PM

Winning Strategies for Small Cities to Secure Grant Funding

Tampa Convention Center

Tampa Convention Center

02:45 PM - 04:15 PM

Annual Business Meeting

Tampa Convention Center

06:00 PM - 11:15 PM

NLC Centennial Experience

Off Property





February 6, 2025 | 1:30 p.m. – 4:00 p.m.

Various Locations

1:30 – 2:00 p.m.	Mobile Workshop Check In
2:00 – 4:00 p.m.	Mobile Workshops
4:00 p.m.	Networking Meet Up

February 7, 2025 | 8:00 a.m. – 5:00 p.m.

Hilton West Palm Beach Oceana Ballroom, 600 Okeechobee Blvd, West Palm Beach, 33401

8:00 – 9:00 a.m.	Registration, Networking, and Breakfast
9:00 – 9:15 a.m.	Welcome and Opening Remarks
9:15 – 10:00 a.m.	Opening Speaker: Building Communities and Enhancing Lives
10:00 – 11:00 a.m.	Session #1: The Connection Between Land Use and Transportation
11:00 – 11:15 a.m.	Refreshment Break
11:15 – 12:00 p.m.	Session #2: A Global Shift to Urban Vitality
12:00 – 1:00 p.m.	Safe Streets Awards and Lunch
1:00 – 2:00 p.m.	Afternoon Keynote: Inclusive Transportation
2:00 – 2:15 p.m.	Refreshment Break
2:15 – 3:00 p.m.	Session #3: Advancing Safer Streets and Mobility
3:00 – 3:30 p.m.	Session #4: The Future of Transportation in South Florida
3:30 – 3:45 p.m.	Closing Remarks
3:45 – 5:00 p.m.	Networking Social

The 2025 Safe Streets Summit will be hosted by the Palm Beach Transportation Planning Agency in the City of West Palm Beach!

The Safe Streets Summit is a collaborative effort between the Palm Beach TPA, Broward Metropolitan Planning Organization and Miami-Dade Transportation Planning Organization to provide a local, yet regionally-connected approach to prioritizing and implementing Complete Streets throughout southeast Florida. The Summit has become South Florida's premier active transportation and mobility conference.

The Summit brings together national speakers, public officials, technical staff, and community partners to elevate our efforts on how to design and implement safe and equitable transportation facilities for all modes of transportation. This year, it will be held on February 6-7, 2025 at The Hilton in West Palm Beach, FL.

The theme for the 2025 Safe Streets Summit is ***Mobility at the Heart of it All***, focusing on how investing in mobility solutions enhances quality of life and fosters economic development in the Southeast Florida region.

Join us for the following events:

- February 6 for the Safe Streets Summit Mobile Workshops (limited capacity, separate registration)
- February 7 for Safe Streets Summit Conference Day with dynamic speakers and networking opportunities

[Click here to download the PDF agenda.](#)

There are plenty of opportunities to get involved, gain visibility as an organization, and connect with hundreds of participants by becoming a Safe Streets Summit sponsor! For more information, please visit SafeStreetsSummit.org.

Questions about the event? Please contact Urban Health Partnerships, Coordinating Agency for the 2025 Safe Streets Summit via email at sss@urbanhp.org or call (786) 224-2309.

Janet Perry

From: Safe Streets Summit <sss@urbanhp.org>
Sent: Wednesday, September 18, 2024 10:01 AM
To: Janet Perry
Subject: Early Bird Registration is Now Open + Keynote Speaker Announcement! ★

[View this email in your browser.](#)



JOIN US
FEBRUARY 6-7, 2025
SafeStreetsSummit.org

Safe Streets Summit

Early Bird Registration is Now Open!



REGISTER NOW
Save on registration now
through December 18



Join us on February 6-7, 2025, in West Palm Beach, FL, for the 12th Annual Safe Streets Summit. This year's theme, *Mobility at the Heart of it All*, will focus on how investing in transportation solutions enhances quality of life and fosters economic development across Southeast Florida.

Don't miss out on national speakers, mobile workshops, networking opportunities, and the annual Safe Streets Awards.

Register now and secure your spot!

Safe Streets Summit Registration Rates

- **Early Bird Registration Rate: \$215**
 - *(Save \$35! Regular Rate: \$250)*
- **Government/Nonprofit/Student Discount Rate: \$185**
 - *(Save \$15! Regular Rate: \$200)*
- **Group Rate Discount:**
 - *Groups of 5 or more who register together can receive 5% off of the total price. To secure the group rate please contact Stacy Brown at stacy@urbanhp.org.*

February 6, 2025, Mobile Workshops:

- Limited capacity and separate registration required (**\$25**)
- Choose one Mobile Workshop to learn more about Safe Streets!

February 7, 2025, Conference Day:

- Included with early bird and regular registration.
- National speakers presenting on innovative transportation efforts. Includes the annual Safe Streets Awards ceremony and social networking hour.

Click Here to Register Now & Save!

Announcing Our Keynote Speaker!



Keynote Speaker

Veronica Davis



February 6-7, 2025
SafeStreetsSummit.org



We are thrilled to announce our Keynote Speaker:

Veronica O. Davis

Author of Inclusive Transportation: A Manifesto for Repairing Divided Communities

Veronica O. Davis is the Cities Program Director in the United States for AtkinsRealis. Veronica has nearly 20 years of experience in engineering and transportation planning. She is an Entrepreneur and Civil Engineer, co-founding Nspiregreen, LLC., which manages Community, Multimodal Transportation, and Environmental planning and consulting.

While at Nspiregreen, she led the Vision Zero Action Plans for Washington, D.C. and the City of Alexandria. She co-founded Black Women Bike, an organization and movement which builds a community and interest in biking among black women through education, advocacy, and recreation.

In 2012, Veronica was recognized as a Champion of Change by the White House for her professional accomplishments and advocacy.

Sponsorship Opportunities Available



10%

**Discount
for Legacy
Sponsors***

SPONSORSHIP OPPORTUNITIES

NOW AVAILABLE



SafeStreetsSummit.org

*Legacy Sponsor = Returning Sponsor.
Discount Valid Thru November 1, 2024.



The Safe Streets Summit will take place on February 6-7, 2025 at The Hilton in West Palm Beach, FL. There are plenty of opportunities to get involved, gain visibility as an organization, and connect with hundreds of participants by sponsoring this year's Summit!

- Become a Safe Streets Summit sponsor and enjoy great visibility, networking opportunities, and sponsor benefits
- Exclusive packages available

- Previous Safe Streets Summit sponsors will be eligible for a 10% Legacy Sponsor discount if **signed up by November 1, 2024**, (*contact sss@urbanhp.org to secure this rate*).

Learn More & Sponsor Today

About the Safe Streets Summit

The Safe Streets Summit brings together national speakers, public officials, technical staff, and community partners to elevate our efforts on how to design and implement safe and equitable transportation facilities for all modes of transportation.

Host Agencies

[Miami-Dade TPO](#) | [Broward MPO](#) | [Palm Beach TPA](#)



To stay up-to-date on conference updates about registration, sponsorship, and the Safe Streets Awards, visit our website at SafeStreetsSummit.org and follow us on social media using hashtag #SafeStreetsSummit or below:

Thank You to Our Sponsors

Gold

Janet Perry

From: Governor's Hurricane Conference, Inc. <rene@flghc.org>
Sent: Friday, September 6, 2024 1:02 PM
To: Janet Perry
Subject: 2025 GHC Registration

Follow Up Flag: Follow up
Flag Status: Flagged



**GOVERNOR'S
HURRICANE CONFERENCE®**

**May 11-16, 2025
Palm Beach County Convention Center
West Palm Beach, FL**

Registration is now open!

Don't miss out on this exciting event! The Governor's Hurricane Conference in West Palm Beach, Florida, from May 11-16, 2025, is sure to be a valuable experience for those attending.

For anyone interested in hurricane preparedness, response, and recovery, this conference will likely provide valuable insights, information, and networking opportunities. Participants can now register to be a part of this significant event.



Training Only Includes:

- General Session
- Access to Exhibit Hall & Lunch
- All Training Sessions (Sun-Wed)

Conference Only Includes:

- General Session
- Access to Exhibit Hall & Lunch
- Awards Luncheon (Thursday)
- All Workshops (Thurs & Fri)

Training & Conference Includes:

- General Session
- Access to Exhibit Hall & Lunch
- Awards Luncheon (Thursday)
- All Training and Workshop Sessions

[Register Here](#)

Sessions will be posted in late January

2025 Call for Presentations Deadline

The Governor's Hurricane Conference Program Committee is eagerly anticipating your suggestions for Training Sessions and Workshops for the 2025 GHC.

This is an excellent opportunity to contribute your expertise and share valuable lessons learned in the field of hurricane preparedness, response, and recovery. As you prepare your suggestions, please keep in mind that the deadline for submissions is **September 27th**, ensuring your ideas will be considered for inclusion in the 2025 program.

[Submit Proposal](#)

Conference Hotels

Our conference hotel blocks will open January 1, 2025. You may make your hotel reservations directly through our website starting January 1st. You must be registered to attend the conference **before** making a reservation.

Frequently Asked Questions

Governor's Hurricane Conference, Inc.
(727) 944-2724 | Fax: (727) 944-2687

Email: rene@flghc.org

Website: flghc.org

[Code of Conduct](#)

See what's happening on our social sites:



Governors Hurricane Conference, Inc. | P.O. Box 279 | Tarpon Springs, FL 34688 US

[Unsubscribe](#) | [Update Profile](#) | [Our Privacy Policy](#) | [Constant Contact Data Notice](#)



Try email marketing for free today!

Item 4.

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From: Governor's Hurricane Conference, Inc. <rene@flghc.org>
Sent: Friday, September 6, 2024 1:02 PM
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Try email marketing for free today!

Item 4.

— SAVE THE DATE —
**MEET THE CANDIDATES
FOR TOWN MANAGER**

As you know, our beloved Town Manager is retiring after more than nine years in Lake Park. We invite you to be part of the process as we meet with candidates for this important role.

MEET & GREET THE CANDIDATES

Please join us to meet and mingle with the candidates for Town Manager

Friday, September 20, 2024

6:00 PM – 8:00 PM

Mirror Ballroom – Town Hall

535 Park Avenue, Lake Park

SPECIAL CALL COMMISSION MEETING

This is your opportunity to submit your questions
for the candidates for Town Manager

Saturday, September 21, 2024

6:30 PM

Commission Chambers – Town Hall

535 Park Avenue, Lake Park

Candidate names will be shared as soon as they are available.

*For more information, please contact Vivian Mendez at
561-881-3311 or vmendez@lakeparkflorida.gov*





Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **October 9, 2024**

Agenda Item No.

Agenda Title: September 21, 2024 Special Call Commission Meeting Minutes.

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS
- OTHER: _____

Bambi
 Approved by Town Manager **McKibbon-Turner** Digitally signed by Bambi McKibbon-Turner
 DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, ou=Assistant Town Manager/Human Resources Director,
 email=bturner@lakeparkflorida.gov, c=US
 Date: 2024.09.26 17:10:02 -04'00'
Vivian Mendez, Town Clerk, MMC
 Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Minutes Exhibits
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 _____. Please initial one.

Recommended Motion: I move to approve the September 21, 2024 Special Call Commission Meeting Minutes.



Lake Park Town Commission, Florida

Special Call Commission Meeting

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403
Saturday, September 21, 2024 6:30 P.M.

Roger Michaud	—	Mayor
Kimberly Glas Castro	—	Vice Mayor
Michael Hensley	—	Commissioner
Mary Beth Taylor	—	Commissioner
Judith Thomas	—	Commissioner
John D’Agostino	—	Town Manager
Thomas J. 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.

CIVILITY AND DECORUM

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CALL TO ORDER/ROLL CALL

6:40 P.M.

PRESENT

Mayor Roger Michaud
Vice-Mayor Kimberly Glas-Castro
Commissioner Mary-Beth Taylor
Commissioner Judith Thomas
Commissioner Michael Hensley

PLEDGE OF ALLEGIANCE

Mayor Michaud

Mr. Kelley Fleury recited an invocation.

Brief Remarks Regarding the Interview Procedures:

Mayor Michaud explained that the purpose of this meeting was to give the public an opportunity to ask questions of the candidates for Town Manager.

Ms. Dona Higginbotham of Mercer Group Florida thanked the Commission for the opportunity to work together through this process. She explained the process for the evening. Each candidate has prepared a 3-4 minute introduction, followed by the Mayor asking each candidate the questions provided by the public, finally the candidate will have a closing statement. Once all the candidate have completed this process the Commission will reflect on the day and finally will be asked to fill out the ranking form before them. They will rank the top two candidates and the Town Clerk will announce the two candidates that ranked the highest. Each candidate will be given 2-minutes to answer each question.

The candidates were called down as follows:

Howard Brown, Jr.; Caryn Gardner-Young; Bambi McKibbon-Turner; Richard Reade; Paul White

Each candidate was called in alphabetical order and answered the following questions:

- 1) Tell us three (3) highlights of the Town of Lake Park.
- 2) What is the size of the Town?
- 3) What is the population of the Town?
- 4) How do you invest in your employees and do you believe the outcome to be successful?

- 5) What do you do, outside of work, that brings you joy?
- 6) What are your thoughts about living in the Town?
- 7) On a 50/50 scale, where is your loyalty, the residents or developers?
- 8) How would you improve communication?
- 9) How would you improve transparency and make information accessible to the residents?
- 10) How would you better the Town based on what the former manager has done?
- 11) How do you deal with staff and subordinates'?
- 12) Do you plant vegetables and trees?
- 13) If a resident feels that their concerns are being overlook, how would you rebuild trust?
- 14) What is your management style?
- 15) Do you believe in moderate policing and addressing Town residents?
- 16) Do you believe in a skeet shoot place in Town?

Panel Remarks Regarding the Interview Procedures:

The Commission decided to have all the candidates wait in the Mirror Ballroom during their deliberation.

COMMISSIONER COMMENTS:

Commissioner Taylor thought it was a good interview process. They were all qualified and had local knowledge. She has a preferred candidate in mind.

Commissioner Hensley thought it was a long day and was good to meet with all the candidates. He was uncertain during the personal interviews and has gained more knowledge as they responded to the public questions. He would like to hold off on making a decision as he processes the information he heard and has the ability to cross reference what was stated. He does not have a preferred candidate at this time. He thanked Town staff and Ms. Higginbotham.

Commissioner Thomas appreciated all that Mercer Group Florida did in search of a Town Manager for the Town. This was the first time she has gone through this process and appreciated everyone's assistance. She felt many of the candidates were good.

Vice-Mayor Glas-Castro explained that through this process her candidate of choice has changed. She did not use the prepared questions for the interview. She developed her own questions based

on the budget preparation, communication, strategic planning, decision making processes, and staff strategies as the new manager. She felt that all candidates responded positively to the quality, mannerism and approach the Commission was striving for. She expressed concern with delaying the process and losing the candidate of their choice. She described other manager hiring processes that she has participating in the past. She was discouraged by a candidates responding using the “I” word. Her preference has gone down to two candidates.

Mayor Michaud thanked staff and Ms. Higginbotham. He thanked the residents in attendance for their questions and input. He felt that for those candidates that did their research was shown during the interviews. He has a candidate preference.

COMMISSION TO RANK TOWN MANAGER CANDIDATES:

He asked for direction on moving forward. Town Attorney Baird made suggestions on the next steps. The Commission discussed when they would next meet. Mayor Michaud asked for an explanation of the process.

Ms. Higginbotham explained the ranking sheet before the Commission, whereby each Commissioner would place an X next to their top two or three candidates. Those receiving the most amount of X’s would then move into the next stage of the process. They would conduct extensive background check, education verification, employment verification, and credit check. This process takes several days. In the meantime, the Town Attorney would begin to construct a contract. The Commission marked the form and passed it to the Town Clerk.

Town Clerk Mendez announced that the two (2) highest ranking candidates were Caryn Gardner-Young and Richard Reade.

Mayor Michaud asked what the next steps are. Town Attorney Baird stated that background checks would be conducted. At a meeting in October the Commission would need to select from the two candidates who they want to begin negotiations with. Ms. Higginbotham announced that they would begin the background checks and would have the information back to the Commission in 10-days to two weeks. The Commission chose to have the contract on the October 16th meeting. Ms. Higginbotham was directed to make the announcement to the candidates in the Mirror Ballroom.

Mayor Michaud thanked everyone involved for the smooth process. He believes the decision they make would be the best for the Town.

ADJOURNMENT:

9:45 P.M.

Motion to adjourn made by Vice-Mayor Glas-Castro; Seconded by Commission Thomas.

Voting Aye: All

FUTURE MEETING DATE: Next Scheduled Special Call Commission Meeting will be held on October 9, 2024.

Mayor Roger Michaud

Town Seal

Town Clerk, Vivian Mendez, MMC

Approved on this _____ of _____, 2024



Public Questions for Town Manager Candidates

Name: Dianne Sophinos
 Address: 338 Bayberry Drive
 Email: di.sophinos@gmail.com

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

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

1) Tell us (3) highlights of the TOWN OF LAKE PARK.

2) What is the size of the ^{Square Miles} TOWN OF LAKE PARK.

3) What is the population of the Town of Lake Park.

Instructions: Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk.

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Public Questions for Town Manager Candidates

Name: _____

Address: _____

Email: _____

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

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

1) How do you invest in your employees and do you believe the outcome to be successful?

2) Outside of work what inspires you and brings you great joy?

Instructions: Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk.

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Town of Lake Park Public Questions for Town Manager Candidates

Name: John Linden
Address: 568 N. Redwood DR
Email: masca10@aol.com

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

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

AS A
I AM THE RESIDENTS I HAVE SPOKEN
TO THAT THE TOWN MGR SHOULD LIVE IN
LAKE PARK - YOUR THOUGHTS

I AS A RESIDENT AND THOSE I HAVE
SPOKEN TO IN OUR OPINION THE TM SHOULD
LIVE IN LP

Instructions: Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk.

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Town of Lake Park Public Questions for Town Manager Candidates

Name: _____

Address: _____

Email: _____

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

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

ON A SPLIT NUMBER (50/50) where
is your ~~loyalty~~ The Residents or Developer
LOYALTY

Instructions: Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk.

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Public Questions for Town Manager Candidates

Name: Susan Greene
 Address: 304 Street
 Email: _____

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

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

C- Communication is a problem
 - How would you improve communication skills

C- Transparency lacking
 Q How would you make sure details of importance are accessible to residents, and improve accountability

Instructions: Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk.

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.

Resident Question

1.) Communication is a problem

How would you improve communication w/ residents?

Transparency lacking

How would you make sure details of importance are accessible to residents and improve accountability



Town of Lake Park Public Questions for Town Manager Candidates

Name: JJ SULLIVAN
Address: 348 E. Taylor Blvd
Email: 1R1989@CHEERFUL.COM

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

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

- ① ARE YOU PUSHING TO BETTER TOWN AS FORMER TOWN MANAGER?
- ② HOW DO YOU DEAL WITH SUBORDINATES?
- ③ DO YOU LIKE TO PLANT VEGETABLES AND TREES?

Instructions: Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk.

CIVILITY AND DECORUM

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- 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.



Town of Lake Park Public Questions for Town Manager Candidates

Name: IRIS GULLIVAN
Address: 348 FLAFLER BLVD
Email: IRIS88@CHEERFUL.COM

If you are interested in receiving Town information through this card, please check here

I would like to ask the following question(s) of the Town Manager candidates (Limit 3):

- 1) Will you use some general ideas used for your town map, John
- 2) Are you for a street place in Lake Park believe street place in
- 3) Do you believe in police policing and addressing town residents addressing town re.

4. If a [redacted] of residents feels that their concerns have been overlooked by the town administration, how would you handle their feedback and rebuild trust with them?

Instructions: Please complete this card, including your address; once the card has been completed, give it to the Town Clerk.

CIVILITY AND DECORUM

The Town of Lake Park is committed to civility and decorum to be observed by its elected officials, advisory board members, employees and members of the public who attend Town 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 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 remarks are discouraged. Any individual who does so may be removed from the meeting.
- Unauthorized remarks from the audience, stomping, shouting, whistles, yells or any other type of demonstration are discouraged.
- A member of the public who engages in debate with a 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.

The following rules are hereby established to govern 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 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 remarks are discouraged. Any individual who does so may be removed from the meeting.
- Unauthorized remarks from the audience, stomping, shouting, whistles, yells or any other type of demonstration are discouraged.
- A member of the public who engages in debate with a 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.

I am very pleased to be included in the interview process for the position of Town Manager for the Town of Lake Park, which has been my professional home since 2001.

Initially hired to serve as the Administrative Assistant to the Town Manager, I have since had the opportunity and the trust from my supervisors who have enabled me to rise through the ranks to become the Human Resource Director and ultimately the Assistant Town Manager and Human Resource Director. This has afforded me the opportunity to gain important insights into the inner-workings of the Town's municipal government and to develop a strong sense of historical knowledge about the Town. I have had the privilege of knowing previous members of the Town Commission as well as a number of Town residents, which has along with its important historical significance helped inform my love of the Town of Lake Park.

If I am afforded the privilege of serving as your next Town Manager, for the Town I pledge that I will always do my best to serve the needs of our residents. Public Administration is a hard but noble undertaking because as public servants in local government we get to serve our constituents, who are right outside our doors, to ensure that our programs help to effectively provide public safety and municipal services, and that we do so with the highest degree of integrity and transparency.

The Town of Lake Park has undergone and is continuing to undergo a renaissance thanks to the important projects and progress initiated by our previous Town Manager, facilitated by our Community Development Department staff and approved by our Town Commission. The Town has truly lived up to its characterization as the "Jewel of the Palm Beaches". That being said in order to

effectively continue such growth, development must take place in a smart way – that is, in a comprehensive way that encompasses for example mobility.

I have indicated that during my First Year Plan, I would conduct an S-W-O-T or SWOT analysis of the Town, excluding the Community Redevelopment Agency (CRA) for which an updated CRA master plan was prepared in 2022, in order to evaluate the following:

- The Town’s current internal strengths**
- The Town’s current internal weaknesses (or internal challenges)**
- The Town’s current and anticipated external opportunities**
- The Town’s current and anticipated external threats (or external challenges)**

The overall outcome of the SWOT analysis would be to determine how the Town can maximize its strengths, mitigate its weaknesses, capitalize upon its external opportunities, and address its external threats, all of which would be factored into the development with transparency of a strategic plan – which the Town does not currently have -- with an updated vision and (if needed) an updated mission statement consistent with the Town’s values for Town officials to see and approve with a set of focused action steps to enable the Town to continue the development progress that has been established. The CRA has a master plan, the Town does not.

For the Town's employees, I pledge that I will continue to provide them with fair, equitable, empathetic, leadership to inspire members of my team to help them succeed and to become leaders themselves focused upon achieving the mission of the Town. This is leadership with a purpose.

Inasmuch as my management style and philosophy mirrors that of the former Town Manager, my appointment as the new Town Manager should the Town Commission move in that direction will provide a seamless transition without the usual disruption and learning curve often involved in the hiring of a new manager. Town employees know me and what I represent. And I know and respect them.

I will also employ best practices and seek out opportunities to achieve excellence through the use of affordable technology, such as artificial intelligence to the extent that it applies, in the delivery of municipal services.

I want to be your next Town Manager because I believe I possess the knowledge, skills and abilities necessary to help this Town continue to succeed. And in that role I want to serve the residents and employees of the Town that I love.



Please place X next to your recommendation to begin background work and contract talks for Town Manager.

CANDIDATE		SELECT
1	Brown Jr., Howard	
2	Gardner-Young, Caryn	
3	McKibbon-Turner, Bambi	
4	Reade, Richard	
5	White, Paul	

Please place X next to your name and sign as verification of your selections.

Elected Official	Signature
Mayor Michaud	
Vice-Mayor Glas-Castro	
Councilman Hensley	
Councilwoman Taylor	
Councilman Thomas	

Date: _____



Please place X next to your recommendation to begin background work and contract talks for Town Manager.

	CANDIDATE	SELECT
1	Brown Jr., Howard	
2	Gardner-Young, Caryn	X
3	McKibbon-Turner, Bambi	
4	Reade, Richard	X
5	White, Paul	

Please place X next to your name and sign as verification of your selections.

Elected Official	Signature
Mayor Michaud	<i>[Handwritten Signature]</i>
Vice-Mayor Glas-Castro	
Councilman Hensley	
Councilwoman Taylor	
Councilman Thomas	

Date: _____



Please place X next to your recommendation to begin background work and contract talks for Town Manager.

	CANDIDATE	SELECT
1	Brown Jr., Howard	
2	Gardner-Young, Caryn	X
3	McKibbon-Turner, Bambi	
4	Reade, Richard	X
5	White, Paul	

Please place X next to your name and sign as verification of your selections.

	Elected Official	Signature
	Mayor Michaud	
X	Vice-Mayor Glas-Castro	
	Councilman Hensley	
	Councilwoman Taylor	
	Councilman Thomas	

Date: 9-21-24



Please place X next to your recommendation to begin background work and contract talks for Town Manager.

	CANDIDATE	SELECT
1	Brown Jr., Howard	
2	Gardner-Young, Caryn	
3	McKibbon-Turner, Bambi	X
4	Reade, Richard	X
5	White, Paul	

Please place X next to your name and sign as verification of your selections.

Elected Official	Signature
Mayor Michaud	
Vice-Mayor Glas-Castro	
Councilman Hensley	
Councilwoman Taylor	
Councilman Thomas	

Date: 9/21/2024



Please place X next to your recommendation to begin background work and contract talks for Town Manager.

CANDIDATE		SELECT
1	Brown Jr., Howard	
2	Gardner-Young, Caryn	X
3	McKibbon-Turner, Bambi	
4	Reade, Richard	X
5	White, Paul	

Please place X next to your name and sign as verification of your selections.

	Elected Official	Signature
	Mayor Michaud	
	Vice-Mayor Glas-Castro	
	Councilman Hensley	
X	Councilwoman Taylor	
	Councilman Thomas	

Date: _____



Please place X next to your recommendation to begin background work and contract talks for Town Manager.

	CANDIDATE	SELECT
1	Brown Jr., Howard	
2	Gardner-Young, Caryn	X
3	McKibbon-Turner, Bambi	
4	Reade, Richard	X
5	White, Paul	

Please place X next to your name and sign as verification of your selections.

	Elected Official	Signature
	Mayor Michaud	
	Vice-Mayor Glas-Castro	
	Councilman Hensley	
	Councilwoman Taylor	
	Councilman Thomas	

Date: 9/21/2024



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **October 2, 2024** Agenda Item No. _____

Agenda Title: Resolution Canceling the January 1, 2025 Regular Commission Meeting.

- SPECIAL PRESENTATION/REPORTS CONSENT AGENDA
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON FIRST READING
- NEW BUSINESS**
- OTHER: _____

Approved by Town Manager John D'Agostino Digitally signed by John D'Agostino
DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager, email=jd'agostino@lakepark.florida.gov, c=US
Date: 2024.08.30 14:29:54 -04'00' Date: _____

Vivian Mendez, MMC, Town Clerk
Name/Title _____

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: <p style="text-align: center;">Resolution</p>
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 ____ Please initial one.

Summary Explanation/Background:

The Town of Lake Park conducts its regular meeting on the first and third Wednesday of each month. The first meeting in January 2025 falls on New Year's Day, a national holiday.

The purpose of this Resolution is to formally cancel the January 1, 2025 Regular Commission Meeting.

Recommended Motion: I move to approve Resolution _____

RESOLUTION 81-10-24**A RESOLUTION OF THE TOWN COMMISSION OF
THE TOWN OF LAKE PARK, FLORIDA
CANCELLING THE FIRST REGULAR SCHEDULED
MEETING FOR THE MONTH OF JANUARY 2025;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, The Town of Lake Park (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Section 2-51(6) of the Lake Park Code of Ordinances requires a resolution to cancel or reschedule a regular meeting; and

WHEREAS, the Town Manager has recommended to the Town Commission the cancellation for the January 1, 2025 meeting; and

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION
OF THE TOWN OF LAKE PARK:**

Section 1. The foregoing whereas clauses are hereby ratified and confirmed as being true and correct and are incorporated herein.

Section 2. The regular scheduled meetings for January 1, 2025 is hereby cancelled.

Section 3. This Resolution shall become effective immediately upon adoption.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 09, 2024

Agenda Item No. _____

Agenda Title: Resolution Authorizing and Directing the Mayor to Execute a Grant Agreement Amendment between the State of Florida, Department of State, Division of Historical Resources and the Town of Lake Park for a Performance Period Time Extension for the Town Hall Preservation Improvement Work Activities.

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON ____ READING
- NEW BUSINESS
- OTHER: _____

Approved by Assistant Town Manager Bambi McKibbon-Turner
 John Wille -- Capital Projects Manager
 Name/Title

Digitally signed by Bambi McKibbon-Turner
 DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, c=US
 Date: 2024.09.26 09:45:37 -04'00'

Originating Department: Public Works	Costs: N/A Funding Source: Acct. # N/A <input type="checkbox"/> Finance _____	Attachments: 1. Resolution 2. Grant Agreement # 23.h.sc.100.018
Advertised: Date: Paper: <input checked="" type="checkbox"/> 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 ____ Please initial one.

Summary Explanation/Background:

Background:

The Town Hall which is nearly 100 years old is a nationally designated historic building and a fully functioning facility that is visited on a daily basis by community members, both residents and local business owners, who need to secure permits and pay bills.

Additionally, the Mirror Ballroom, (located on the second floor) remains available for affordable public and private functions and hosts more 75 diverse events each year. While the building currently remains structurally sound, it is not water-tight. Even brief rainstorms frequently result in water permeating through the roof and walls leading to wet floors and walls which can cause slip-and-fall hazards and mold development problems.

In August of 2021, Town staff submitted a permit grant application for design and construction funding that would allow the Town to up-grade the structural integrity by replacing the existing roof with new, and provide for complete painting and waterproofing of the existing building envelope.

The improvement work will support the longevity of the Town Hall as well as help protect the general public (as well as Town employees) for harm resulting from building deterioration.

In June of 2022, the Town received notice that its application was accepted and approved and that the Town of Lake Park would be receiving Grant Funding in the amount of \$325,000 with an equal match from the Town providing for Total Funding of \$650,000.00 for the Town Hall Preservation work.

The Town received the grant funding from the Division of Historical Resources (the Division) and the work proceeded.

Now, the work is substantially complete with one work component remaining; however, due to complexities in some of the construction activities the Town is running up against the stipulated project performance completion deadline. Staff discussions with the Division's grant management team about a possible performance time extension resulted on the Division issuing an Amendment that extends the performance time by 6 months to December, 31, 2024.

The Town would like to take advantage of this time extension to complete the remaining restoration work item and therefore, town staff recommends signing of this time extension amendment.

Recommended Motion: I move to adopt Resolution No. _____

RESOLUTION NO. 82-10-24**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT AMENDMENT WITH THE STATE OF FLORIDA, DEPARTMENT OF STATE, DIVISION OF HISTORICAL RESOURCES FOR A PERFORMANCE PERIOD TIME EXTENSION FOR THE TOWN HALL PRESERVATION BUILDING IMPROVEMENTS WORK ACTIVITIES.**

WHEREAS, the Town of Lake Park, Florida ("Town") is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons; and

WHEREAS, the Town previously determined that there was a need to replace the existing Town Hall roof with a new roof and to paint and waterproof the existing Town Hall building exterior envelop ("the Improvements"); and

WHEREAS, in early June of 2022, the State of Florida, Department of State, Division of Historical Resources (the "Division") announced a grant award to the Town of Lake Park in the amount of \$325,000.00, with an equal match amount from the Town, for Town Hall Historic Preservation work improvements to include roof replacement and painting and waterproofing to the building envelope.

WHEREAS, the grant funding was received and the town proceeded with the preservation work and on June 30, 2024 the Town reached project substantial completion; and

WHEREAS, with the grant performance period completion date close, the Town requested from the Division a performance period time extension of 6 months in order to complete the remaining work items; and

WHEREAS, the Division granted the performance period extension and has issued an agreement amendment for Town signature.

WHEREAS, Town staff is recommending to Town Commission that it is in the interest of the Town to execute this Grant Agreement Amendment (# 25.h.sc.100.018) with the Division.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE
TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:**

Item 7.

Section 1. The foregoing recitals are incorporated herein

Section 2. The Mayor is hereby authorized and directed to execute the agreement amendment between the Town and State of Florida, Department of State, Division of Historical Resources.

Section 3. This Resolution shall take effect upon execution.

The foregoing Resolution was offered by _____

Who moved it adoption. The motion was seconded by _____

Item 7.

And upon being put to a roll call vote, the vote was as follows:

MAYOR MICHAEL O’ROURKE _____

VICE-MAYOR KIMBERLY GLAS-CASTRO _____

COMMISSIONER JOHN LINDEN _____

COMMISSIONER ROGER MICHAUD _____

COMMISSIONER MARY BETH TAYLOR _____

The Town Commission thereupon declared the foregoing Resolution No. _____

Duly passed and adopted the _____ day of _____, 2022.

TOWN OF LAKE PARK, FLORIDA

BY: _____

MICHAEL O’ROURKE
MAYOR

ATTEST:

VIVIAN MENDEZ
TOWN CLERK

Approved as to form and legal sufficiency:

BY: _____

THOMAS J. BAIRD
TOWN ATTORNEY

Town of Lake Park

23.h.sc.100.018

This Amendment is between the State of Florida, Department of State, Division of Historical Resources hereinafter referred to as the “Division” and Town of Lake Park, hereinafter referred to as the “Grantee”.

The parties entered into a grant agreement for the implementation of a Special Category grant, for Lake Park Historic Town Hall Preservation. The parties now mutually desire to amend certain terms and conditions of the grant agreement.

In consideration of the covenants contained herein, it is agreed:

All section of the original grant agreement not specifically amended by this or a prior written amendment and all prior written amendments are hereby reaffirmed.

The following sections are hereby revised as follows:

Original Length of Agreement

7/1/2022 - 06/30/2024

Amended Length of Agreement

7/1/2022 -12/31/2024

Additional Conditions

12. Grant Reporting Requirements:

h) Eighth Report is due by July 31, for the period ending June 30 (third year of the grant period).

i) Ninth Report is due by October 31, for the period ending September 30 (third year of the grant period).

j) Final Report. The Grantee must submit a Final Report to the Division within one month of the Grant Period End Date set forth in Section 2 above. All final reports must document the completion of all deliverables/tasks, expenses and activities that occurred by the Grant Period End Date. The Grantee may expend funds only for allowable costs resulting from obligations incurred during the specified agreement period. Expenditures of state or federal financial assistance must be in compliance with the laws, rules, and regulations applicable to expenditures of state and federal funds, including, but not limited to, this Agreement, the *Reference Guide for State Expenditures*, 2 CFR Part 200.

This Agreement is reinstated as if it had not expired and amended to reflect the extension dates set forth herein, effective as of the date both parties have executed this Amendment.

AUTHORIZATION

Authorized official for the Grantee

Authorized official for the Division

Authorized official Signature

Date

Division Authorized official Signature

Date



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024

Agenda Item No.

Agenda Title: RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA APPOINTING INTERIM TOWN MANAGER BAMBI MCKIBBON-TURNER TO SERVE AS THE REPRESENTATIVE OF THE TOWN OF LAKE PARK ON THE GOVERNING BOARD OF SEACOAST UTILITY AUTHORITY

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON FIRST READING
- NEW BUSINESS
- OTHER: _____

Bambi McKibbon-Turner

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/Human Resources Director,
 email=btturner@lakeparkflorida.gov, c=US
 Date: 2024.10.08 11:38:02 -04'00'

Name/Title: *Bambi McKibbon-Turner, Assistant Town Manager/Human Resources Director*

Originating Department: Town Manager	Costs: \$ 0.00 Funding Source: Acct. # [] Finance _____	<u>Attachments:</u> Resolution
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 <u>BMT</u> Please initial one.

Summary Explanation/Background:

At its September 4, 2024 meeting, the Commission adopted Resolution 63-09-24 designating the Interim Town Manager who at that point had not been identified to serve as the representative of the Town of Lake Park on the Governing Board of the Seacoast Utility Authority. At its September 18, 2024 meeting, the Commission designated Bambi McKibbon-Turner to serve as the Interim Town Manager.

The purpose of this agenda item is to designate Interim Town Manager Bambi McKibbon-Turner by name to serve as the representative of the Town of Lake Park on the Governing Board of the Seacoast Utility Authority.

Recommended Motion: I move to adopt Resolution _____.

RESOLUTION NO. 83-10-24

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA APPOINTING INTERIM TOWN MANAGER BAMBI MCKIBBON-TURNER TO SERVE AS THE REPRESENTATIVE OF THE TOWN OF LAKE PARK ON THE GOVERNING BOARD OF SEACOAST UTILITY AUTHORITY; PROVIDING THAT THE COMPENSATION DESIGNATED BY THE BOARD FOR SUCH REPRESENTATIVE SHALL BE PAYABLE TO THE TOWN OF LAKE PARK, FLORIDA; AND, PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Resolution 63-09-24 was adopted by the Town of Lake Park Commission on September 4, 2024 designating that the Interim Town Manager shall serve as the representative of the Town of Lake Park on the Governing Board of the Seacoast Utility Authority by reason of the retirement of John O. D’Agostino; and

WHEREAS, on September 18, 2024 Bambi McKibbon-Turner was designated to serve as the Interim Town Manager; and

WHEREAS, inasmuch as Resolution 63-09-24 did not specify the name of the Interim Town Manager who shall serve as the representative of the Town of Lake Park on the Governing Board of the Seacoast Utility Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:

Section 1. The whereas clauses are incorporated herein as true and correct and are hereby made a specific part of this Resolution.

Section 2. The Town of Lake Park Commission of the State of Florida does hereby appoint Interim Town Manager Bambi McKibbon-Turner to serve as the representative of the Town of Lake Park on the Governing Board of the Seacoast Utility Authority.

Section 3. Interim Town Manager Bambi McKibbon-Turner shall serve as the Town of Lake Park representative to the Seacoast Utility Authority until such time as a replacement has been appointed by the Town of Lake Park Commission.

Section 4. Compensation designated by the Governor Board for the Town of Lake Park’s representative shall be payable to the Town of Lake Park, Florida.

Section 5. This Resolution shall become effective immediately upon adoption.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024

Originating Department: Special Events

Agenda Title: Resolution Recognizing Florida City Government Week as October 21-27, 2024

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/Human Resources Director, email=bturmer@lakeparkflorida.gov, c=US
Date: 2024.10.07 13:54:41 -04'00'

Cost of Item: _____ **Funding Source:** _____

Account Number: _____ **Finance Signature:** _____

Advertised: _____
Date: _____ **Newspaper:** _____

Attachments: Resolution: Florida City Government Week

Please initial one:

_____ Yes I have notified everyone
 X Not applicable in this case

Summary Explanation/Background:

The Florida League of Cities recognizes the benefits provided by municipal governments to the citizens of the State of Florida by sponsoring the *Florida City Government Week* annually in October. Municipalities are asked to recognize this occasion with a Resolution supporting the important role that municipal government and their employees play in the lives of their citizens. This year, Florida City Government Week will take place October 21-27, 2024. The Town of Lake Park will recognize Florida City Government Week on Thursday, October 24 with a tour of Town Hall for students from Lake Park Elementary and Palm Beach Academy.

Recommended Motion:

I move to adopt the Resolution _____, 2024, recognizing Florida City Government Week as October 21-27, 2024.

RESOLUTION NO. 85-10-24

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA RECOGNIZING CITY GOVERNMENT WEEK, OCTOBER 21 - 27, 2024 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, municipal government is the government closest to most citizens, and the one with the most direct daily impact upon its residents; and

WHEREAS, municipal government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, municipal government officials and employees share the responsibility to pass along their understanding of public services and their benefits; and

WHEREAS, *Florida City Government Week* is a very important time to recognize the important role played by municipal government in our lives; and

WHEREAS, this week offers an important opportunity to spread the word to all the citizens of Florida that they can shape and influence this branch of government which is closest to the people; and

WHEREAS, the Florida League of Cities and its member cities have joined together to teach students and other citizens about municipal government through a variety of different projects and information; and

WHEREAS, *Florida City Government Week* offers an important opportunity to convey to all the citizens of Florida that they can shape and influence government through their civic involvement.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:

Section 1. The foregoing recitals are adopted as true and correct findings of the Town Commission.

Section 2. That the Town of Lake Park does encourage all citizens, municipal government officials, and employees to do everything possible to ensure that this week is recognized and celebrated accordingly.

Section 3. That the Town of Lake Park does encourage educational partnerships between municipal government and schools.

Section 4. That the Town of Lake Park does support and encourage all municipal governments to actively promote and sponsor *Florida City Government Week*.

Section 5. This Resolution shall take effect upon adoption.

BY:

ATTEST:

Mayor Roger Michaud

Vivian Mendez, Town Clerk



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **October 16, 2024**

Agenda Item No.

Agenda Title: Establishing the Municipal Election and the Qualifying Period

- SPECIAL PRESENTATION/REPORTS **CONSENT AGENDA**
- BOARD APPOINTMENT OLD BUSINESS
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS
- OTHER: _____

Bambi

Approved by Town Manager

McKibbon-Turner

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: 2024.09.09 12:07:14 -04'00'

Laura Weidgans, Deputy Town Clerk

Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Resolution
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 Lw Please initial one.

Suggested Motion: Motion to approve Resolution __-10-24.

RESOLUTION 86-10-24

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ESTABLISHING THE TIME AND PLACE OF THE TOWN OF LAKE PARK’S MUNICIPAL ELECTION WHICH SHALL BE HELD ON TUESDAY, MARCH 11, 2025 FOR THE PURPOSE OF ELECTING FOUR COMMISSIONERS TO THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; ESTABLISHING THE QUALIFYING/FILING PERIOD FOR SUCH MUNICIPAL ELECTION AS BEGINNING AT 12 NOON ON TUESDAY NOVEMBER 5, 2024 AND CONTINUING DURING THE TOWN’S BUSINESS HOURS ENDING AT 12 NOON TUESDAY NOVEMBER 19, 2024; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town of Lake Park (“Town”) Town Code Section 18 – Qualification of candidates for Town Commission specifies the qualifying period for the Town’s Municipal Election; and

WHEREAS, the Town Code Section 18 identifies that four Commission seats are up for Election in March 2025.

NOW THEREFORE BE IT RESOLVED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:

Section 1. A Municipal Election shall be held in the Town of Lake Park, Palm Beach County, Florida, (“Town”) between the hours of 7:00 a.m. and 7:00 p.m. on Tuesday, the 11th day of March, 2025, and if necessary a run-off election would be held on Tuesday, the 25th day of March, 2025, between the hours of 7:00 a.m. and 7:00 p.m. for the purpose of electing four Commissioners to the Town Commission.

Section 2. The Town Commission hereby designates Tuesday, November 5, 2024 at 12:00 noon as the opening date for those persons interested in qualifying for a Commissioner seat, for the Municipal Election to be held on Tuesday, March 11, 2025; and establishing 12:00 noon, Tuesday, November 19, 2024 as the closing date for candidates to qualify for one of the four Commissioner seats.

Section 3. At least 30 days before Tuesday, November 5, 2024, but not more than 45 days before Tuesday, March 11, 2025, the Town Clerk of the Town shall post in three conspicuous places in the Town, one of which shall be at the front door of Town Hall, 535 Park Avenue, the Notice of the Municipal Election, and the Offices of the Town Commission to be filled in the election.

Section 4. This Resolution shall take effect immediately upon adoption.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: 10/16/2024

Agenda Item No.

Agenda Title: Ordinance for the Extension to December 31, 2034 of the Inclusion of the Town of Lake Park in the Palm Beach County Fire Rescue Municipal Service Taxing Unit for Fire-Rescue, Fire Protection, Advanced Life Support (or Similar Emergency Services), Fire Code Enforcement and Other Necessary and Incidental Services

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON FIRST READING**
- NEW BUSINESS
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager Bambi McKibbon-Turner 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: 2024.10.08 11:21:28 -04'00'

Name/Title: *Bambi McKibbon-Turner, Assistant Town Manager/Human Resources Director*

Originating Department: <p style="text-align: center;">Town Manager</p>	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Ordinance _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> 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 <u>BMT</u> Please initial one.

Summary Explanation/Background:

At its September 18, 2024 regular Commission meeting, the Town Commission approved on First Reading with no recommended changes Ordinance 10-2024 for the purpose of extending to December 31, 2034 the inclusion of the Town of Lake Park in the Palm Beach County Fire Rescue Municipal Service Taxing Unit for Fire-Rescue, Fire Protection, Advanced Life Support (or Similar Emergency Services), Fire Code Enforcement and Other Necessary and Incidental Services.

The purpose of this agenda item is to approve Ordinance 10-2024 on Second Reading.

As background, in 2014 the Town consented to its inclusion in the Palm Beach County Fire Rescue (PBCFR) Municipal Service Taxing Unit (MSTU) for a ten year term through December 31, 2024 as a mechanism to receive and fund county fire rescue services through October 1, 2025. On September 5, 2024, the Town received notification from PBCFR that the MSTU Ordinance between the Town and PBCFR needed to be approved on first reading by October 1, 2024 thereby extending the MSTU in order to effect such extension to December 31, 2034. This action was accomplished at the September 18, 2024 regular Commission meeting.

Recommended Motion: I move to adopt Ordinance 10-2024 on Second Reading.

ORDINANCE NO. 10-2024

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; PROVIDING FOR THE TOWN’S CONSENT TO THE INCLUSION OF THE ENTIRE TERRITORY WITHIN THE TOWN OF LAKE PARK MUNICIPAL BOUNDARIES INTO PALM BEACH COUNTY’S FIRE/RESCUE MUNICIPAL SERVICE TAXING UNIT FOR FIRE-RESCUE, FIRE PROTECTION, ADVANCED LIFE SUPPORT (OR SIMILAR EMERGENCY SERVICES), FIRE CODE ENFORCEMENT AND OTHER NECESSARY AND INCIDENTAL SERVICES; PROVIDING FOR INTENT, PURPOSE AND CONSENT; PROVIDING FOR EFFECTIVENESS AND DURATION OF CONSENT; PROVIDING FOR EFFECTIVENESS OF REPEAL; ACKNOWLEDGING AD VALOREM MILLAGE RATE LIMITATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CAPTIONS; AND PROVIDING FOR EFFECTIVE DATE.

WHEREAS, pursuant to Section 125.01(1)(q) and (r), Florida Statutes, the Florida Legislature has empowered counties to establish Municipal Service Taxing Units (“MSTU”s), whereby a county may levy a tax within the MSTU for certain essential municipal services, including the provision of fire-rescue services; and

WHEREAS, pursuant to Section 125.01(1)(q), Florida Statutes, a municipality may be included within an MSTU, subject to approval by ordinance of the governing body of the municipality giving consent either annually or for a term of years; and

WHEREAS, Palm Beach County (“County”) established an MSTU known as the Fire/Rescue MSTU to provide fire protection, fire rescue, advanced life support (or similar emergency services), code enforcement and other services necessary and incidental to the purpose for which the MSTU was created; and

WHEREAS, the Town of Lake Park (“Town”) by Ordinance No. 12-2014 consented to its inclusion in the County’s Fire/Rescue MSTU for a ten (10) year term through December 31, 2024, as a mechanism to receive and fund County fire-rescue services through October 1, 2025 at 7:30 a.m.; and

WHEREAS, the County by Ordinance No. 2014-038 amended the boundaries of the Fire/Rescue MSTU to include the Town for the duration of the term identified in Town Ordinance No.12-2014, as such term may be extended by the Town from time to time; and

WHEREAS, the Town Commission hereby desires to extend, for an additional ten (10)

year period from December 31, 2024, through December 31, 2034, its consent to the inclusion of all the territory lying within the municipal boundaries of the Town into the County's Fire/Rescue MSTU for County fire-rescue and related services within the Town from October 1, 2025, until 7:30 a.m. on October 1, 2035, and believes that such inclusion is in the best interest of the health, safety and welfare of the citizens of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, THAT:

Section 1: Intent, Purpose and Consent: It is the intent, purpose and effect of this Ordinance to comply with the provisions of Section 125.01(1)(q), Florida Statutes. The Town Commission hereby extends and consents to the inclusion of all territory within the incorporated municipal boundaries of the Town, as may be amended from time to time, within the County's Fire/Rescue Municipal Service Taxing Unit (the "Fire/Rescue MSTU"), which was established pursuant to enabling legislation adopted by the Board of County Commissioners of Palm Beach County. The purpose of the enactment of this Ordinance is to extend the Town's consent to be included in the County's Fire/Rescue MSTU in order to enable the County to fund and provide fire-rescue and related services within the territorial limits of the Town including, but not limited to, the County's enforcement of the Florida Fire Prevention Code and Palm Beach County Local Amendments thereto (collectively "Fire Code") and any other laws and regulations applicable within the Fire/Rescue MSTU.

Section 2: Effectiveness and Duration of Consent: The Town's consent to be included in the Fire/Rescue MSTU is hereby extended effective from December 31, 2024, to be implemented for tax year 2025 in order to fund and provide County fire-rescue and related services within the Town as of October 1, 2025, and to provide for the Town's continuing inclusion in the Fire/Rescue MSTU without interruption. The Town's consent to be included in the County's Fire/Rescue MSTU shall continue from December 31, 2024, for a term of ten (10) years through December 31, 2034; provided, however, that the Town's consent and inclusion in the County's Fire/Rescue MSTU shall be deemed to continue through 7:30 a.m. on October 1, 2035, to the extent necessary to enable the County to provide within the Town fire-rescue and related services funded by the final tax year including, but not limited to, the County's enforcement of the Fire Code and any other laws and regulations applicable within the Fire/Rescue MSTU.

Section 3: Effectiveness of Repeal: Should the Town intend to repeal its consent to

be included in the Fire/Rescue MSTU prior to its expiration on December 31, 2034, the Town shall provide written notice to the County, by March 1st of any given year, of the Town's intent to repeal this Ordinance and the consent provided herein effective December 31st of the same year. The County will then adopt an ordinance to remove the Town from the Fire/Rescue MSTU as of said December 31st. The Town shall adopt an ordinance to repeal this Ordinance and the consent provided herein, and shall provide a certified copy of the repealing ordinance to the County and to the Property Appraiser, by said December 31st. The Town's inclusion in the County's Fire/Rescue MSTU shall terminate on said December 31st; provided, however, that the Town's inclusion in the County's Fire/Rescue MSTU shall be deemed to continue through the following October 1st at 7:30 a.m. to the extent necessary to enable the County to provide within the Town fire-rescue and related services funded by the final tax year, including, but not limited to, the County's enforcement of the Fire Code and any other laws and regulations applicable within the Fire/Rescue MSTU.

Section 4: Ad Valorem Millage Rate Limitation: The Town acknowledges that by opting into the MSTU, it cannot levy an annual ad valorem millage rate that would exceed the ten (10) mill cap for municipal purposes when combined with the Fire/Rescue MSTU's annual ad valorem millage rate.

Section 5: Repeal of Conflicting Ordinances: All other Town ordinances and parts of ordinances in conflict with any provisions of this Ordinance are hereby repealed to the extent of the conflict. Notwithstanding the above, Ordinance No. 12-2014 shall not be deemed repealed by this Ordinance and shall expire as provided for therein; provided, however, that Ordinance No. 12-2014 and the term of consent identified therein shall be deemed to be extended to the extent necessary to enable the County to provide within the Town fire-rescue and related services funded by the final tax year thereunder.

Section 6: Severability: If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid, unconstitutional, inoperative or void, such holding shall not affect the remainder of this Ordinance.

Section 7: Captions: The captions, section headings, and section designations used in this Ordinance are intended only for the convenience of users and shall have no effect on the interpretation of the provisions of this Ordinance.

Section 8: Effective Date: This Ordinance shall be effective December 31, 2024.

Notwithstanding anything here to the contrary, the Town's continuing participation in the MSTU is contingent upon the County maintaining an ordinance including the Town within the Fire/Rescue MSTU. The Town's continuing participation in the MSTU shall also be subject to the provision contained in Section 3.



Town of Lake Park Town Commission

Item 12.

Agenda Request Form

Meeting Date: October 9, 2024

Agenda Item No. _____

Agenda Title

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA APPROVING THE PLAT OF 717 BAYBERRY; AND PROVIDING FOR AN EFFECTIVE DATE.

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [X] OLD BUSINESS
[] PUBLIC HEARING
[] NEW BUSINESS
[] OTHER: _____

Approved by Town Manager Bambi McKibbon-Turner Digitally signed by Bambi McKibbon-Turner
Name/Title Anders Viane, Planner Turner Name/Title

Table with 3 columns: Originating Department (Community Development), Costs (Attorney Review, Project Escrow 03-00058-00), Attachments (Plat Resolution, Existing Conditions Survey, etc.), Advertised (Date, Paper), and notification status.

Summary of Request:

This is a procedural formality item. Armeria Investment Corp. ("Property Owner") is requesting plat approval from the Town of Lake Park. This request will allow for the consolidation of three lots into one.

This plat reverses the subdivision previously approved under Resolution 700923 just over a year ago; please refer to the survey depicted on the Bayberry Townhouse Plat document for the proposed new configuration.

UPDATES:

In follow-up to the Town Commission meeting on 09/18/2024 and pursuant to the Commission’s discussion at this meeting, Staff has included the zoning certificate application and Health Care Licensing Application for the intended end-user of the property, Florida Oasis Bayberry LLC, as backup in the packet. It turns out Town Planner, Karen Golonka, was in receipt of an application prior to the September 18 meeting and verification of the intended use was performed through the Town’s zoning division. The use is a permitted use, not requiring special exception approval, and would not be within 1,200 of another similar use.

Florida Oasis Bayberry LLC specializes in individualized residential treatment for individuals facing mental health challenges. Their comprehensive services include highly structured and supervised living accommodations, providing clients with the opportunity to apply the skills they learn in treatment, fostering confidence and independence.

Their proposed use of Community Residential Home is a permitted use in the R-2 District and was conditionally approved by Town Planner Karen Golonka on September 12, pending the final approval of the plat with the following conditions: *Business Tax Receipt is contingent upon plat recordation; buildings shall be unified as one facility by address and function; use shall meet separation requirement from other like uses per code (1,200 feet); maximum capacity is 14 persons; ACHA approval is required.*

Recommended Motion:

Finding all engineering, legal, and statutory conditions satisfied, staff recommends **APPROVAL** of the Plat Application.

RESOLUTION NO. 87-10-24

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA APPROVING THE PLAT OF 717 BAYBERRY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park (“Town”) is a municipal corporation of the State of Florida having such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Armeria Investment Corp. is the fee simple owner (the “Owner”) of 0.3157 acres of real property, the legal description of which is attached hereto, and incorporated herein as **Exhibit “A”** (the “subject property”); and

WHEREAS, the subject property is generally located at the corner of Bayberry Road and 7th Court in the Town; and

WHEREAS, the subject property is within the Town’s R-2 Zoning District; and

WHEREAS, Armeria Investment Corp. has submitted an application to the Town requesting approval of 717 Bayberry (the Plat); and

WHEREAS, Town’s Community Development Department staff, and its consulting engineer, have reviewed the Plat and presented their recommendations to the Town Commission; and

WHEREAS, the Town Commission has determined that the Plat is consistent with the Town’s Comprehensive Plan; and

WHEREAS, the Town Commission also considered the evidence presented by Town’s Community Development Department staff, it’s consulting engineer, the Owner, and other interested parties and members of the public, as to whether the Plat meets the platting regulations of the Town Code and state statutes; and

WHEREAS, the Town Commission has determined that the Plat complies with the regulations of the state statutes and Town Code.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:

Section 1. The whereas clauses are incorporated herein as the findings of fact and conclusions of law of the Town Commission.

Section 2. The Commission hereby approves the Plat 717 Bayberry.

Section 3. This Resolution shall take effect upon its execution.

EXHIBIT "A"

Legal Description

BEING A REPLAT OF LOTS 1, 2 & 3, AS SHOWN ON BAYBERRY TOWNHOUSE, RECORDED IN PLAT BOOK 136, PAGE 167, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 20, TOWNSHIP 42 SOUTH, RANGE 43 EAST, TOWN OF LAKE PARK, PALM BEACH COUNTY, FLORIDA

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS THAT ARMERIA INVESTMENT CORP. A FLORIDA CORPORATION, OWNER OF THE LAND SHOWN HEREON AS 717 BAYBERRY BEING A REPLAT OF LOTS 1, 2 & 3, AS SHOWN ON BAYBERRY TOWNHOUSE, RECORDED IN PLAT BOOK 136, PAGE 167, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 20, TOWNSHIP 42 SOUTH, RANGE 43 EAST, TOWN OF LAKE PARK, PALM BEACH COUNTY, FLORIDA.

DESCRIPTION:

LOTS 1, 2 & 3 BAYBERRY TOWNHOUSE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 136, PAGE 167, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

HAS CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON AND DO HEREBY DEDICATE AS FOLLOWS:

LOT 1, AS SHOWN HEREON, IS HEREBY PLATTED FOR ARMERIA INVESTMENT CORP., A FLORIDA CORPORATION, ITS SUCCESSORS, AND ASSIGNS, FOR PRIVATE PURPOSES AS ALLOWED PURSUANT TO THE ZONING REGULATIONS OF THE TOWN OF LAKE PARK, FLORIDA, AND IS THE PERPETUAL MAINTENANCE OBLIGATION OF ARMERIA INVESTMENT CORP., ITS SUCCESSORS, AND ASSIGNS, WITHOUT RECOURSE TO THE TOWN OF LAKE PARK.

IN WITNESS WHEREOF, ARMERIA INVESTMENT CORP. A FLORIDA CORPORATION, HAS CAUSED THESE PRESENTS TO BE SIGNED BY ITS PRESIDENT, AND ITS CORPORATE SEAL TO BE AFFIXED HERETO BY AND WITH THE AUTHORITY OF ITS BOARD OF DIRECTORS, THIS DAY OF 2024.

BY: ARMERIA INVESTMENT CORP., A FLORIDA CORPORATION,

WITNESS: (PRINT NAME)

BY: GERARD ARSENAULT, PRESIDENT

WITNESS: (PRINT NAME)

ACKNOWLEDGEMENT

STATE OF FLORIDA, COUNTY OF PALM BEACH

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF [] PHYSICAL PRESENCE OR [] ONLINE NOTARIZATION, THIS DAY OF 2024, BY GERARD ARSENAULT AS PRESIDENT FOR ARMERIA INVESTMENT CORP., A FLORIDA CORPORATION, ON BEHALF OF SAID CORPORATION. [] WHO IS PERSONALLY KNOWN TO ME OR HAS PRODUCED (TYPE OF IDENTIFICATION) AS IDENTIFICATION.

MY COMMISSION EXPIRES:



NOTARY PUBLIC, PRINT NAME, COMMISSION NUMBER

NOTARY SEAL

MORTGAGEE'S JOINDER AND CONSENT

STATE OF FLORIDA, COUNTY OF PALM BEACH

THE UNDERSIGNED HEREBY CERTIFIES THAT IT IS A HOLDER OF A MORTGAGE, UPON THE PROPERTY DESCRIBED HEREON AND DOES HEREBY JOIN IN AND CONSENT TO THE DEDICATION OF THE LAND DESCRIBED IN SAID DEDICATION BY THE OWNER THEREOF AND AGREES THAT ITS MORTGAGE WHICH IS RECORDED IN OFFICIAL RECORD BOOK 32356, PAGE 1155, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SHALL BE SUBORDINATED TO THE DEDICATION SHOWN HEREON.

IN WITNESS WHEREOF, THE SAID CORPORATION HAS CAUSED THESE PRESENTS TO BE SIGNED BY GERARD ARSENAULT ITS DPST AND ITS CORPORATE SEAL TO BE AFFIXED HEREBY AND WITH THE AUTHORITY OF ITS BOARD OF DIRECTORS THIS DAY OF 2024.

BY: ARS REALTY AND INVESTMENT, INC. A FLORIDA CORPORATION.

WITNESS: (PRINT NAME)

WITNESS: (PRINT NAME)

BY: GERARD ARSENAULT, PRESIDENT/ SECRETARY, DIRECTOR/ TREASURER

ACKNOWLEDGEMENT

STATE OF FLORIDA, COUNTY OF PALM BEACH

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF [] PHYSICAL PRESENCE OR [] ONLINE NOTARIZATION, THIS DAY OF 2024, BY GERARD ARSENAULT AS DPST FOR ARS REALTY AND INVESTMENT, INC., A FLORIDA CORPORATION, ON BEHALF OF SAID CORPORATION. [] WHO PERSONALLY KNOWN TO ME OR HAS PRODUCED (TYPE OF IDENTIFICATION) AS IDENTIFICATION.

MY COMMISSION EXPIRES:



NOTARY PUBLIC, PRINT NAME, COMMISSION NUMBER

NOTARY SEAL

TITLE CERTIFICATION

I, G. STEVEN BRANNOCK, ESQUIRE, A DULY LICENSED ATTORNEY IN THE STATE OF FLORIDA DO HEREBY CERTIFY THAT I HAVE EXAMINED THE TITLE TO THE HEREON DESCRIBED PROPERTY; THAT I FIND THE TITLE TO THE PROPERTY IS VESTED IN ARMERIA INVESTMENT CORP., A FLORIDA CORPORATION; THAT THE CURRENT TAXES HAVE BEEN PAID; THAT ALL MORTGAGES NOT SATISFIED OR RELEASED OF RECORD NOR OTHERWISE TERMINATED BY LAW ARE SHOWN HEREON; AND THAT THERE ARE ENCUMBRANCES OF RECORD BUT THOSE ENCUMBRANCES DO NOT PROHIBIT THE CREATION OF THE SUBDIVISION DEPICTED BY THIS PLAT.

DATE: BY:

G. STEVEN BRANNOCK, ESQ., FLORIDA BAR NO. 0349917

717 BAYBERRY

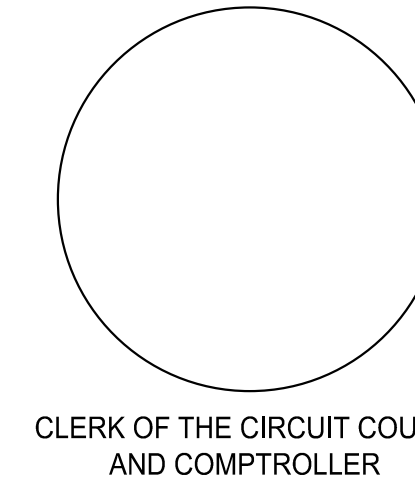
BEING A REPLAT OF LOTS 1, 2 & 3, AS SHOWN ON BAYBERRY TOWNHOUSE, RECORDED IN PLAT BOOK 136, PAGE 167, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 20, TOWNSHIP 42 SOUTH, RANGE 43 EAST, TOWN OF LAKE PARK, PALM BEACH COUNTY, FLORIDA



LOCATION SKETCH NOT TO SCALE

STATE OF FLORIDA, COUNTY OF PALM BEACH. THIS PLAT WAS FILED FOR RECORD AT ... M. THIS DAY OF ... 2024, AND DULY RECORDED IN PLAT BOOK ... ON PAGE(S) ... JOSEPH ABRUZZO, CLERK AND COMPTROLLER.

SHEET 1 OF 1



CLERK OF THE CIRCUIT COURT AND COMPTROLLER

TOWN OF LAKE PARK APPROVAL:

STATE OF FLORIDA, COUNTY OF PALM BEACH

THIS PLAT IS HEREBY APPROVED FOR RECORD PURSUANT TO THE ORDINANCES OF THE TOWN OF LAKE PARK, AND IN ACCORDANCE WITH SECTION 177.071, FLORIDA STATUTES, AND HAS BEEN REVIEWED BY A PROFESSIONAL SURVEYOR AND MAPPER UNDER CONTRACT WITH THE TOWN OF LAKE PARK, IN ACCORDANCE WITH SECTION 177.081 (1), FLORIDA STATUTES.

BY: ROGER MICHAUD, MAYOR

BY: VIVIAN MENDEZ, MMC, TOWN CLERK

DATE

DATE

BY: ADAM C. SWANEY, P.E., FLORIDA LICENSE NO. 72265, TOWN CONSULTING ENGINEER

BY: THOMAS J. BAIRD, ESQ., FLORIDA BAR NO. 175114, TOWN ATTORNEY

DATE

DATE

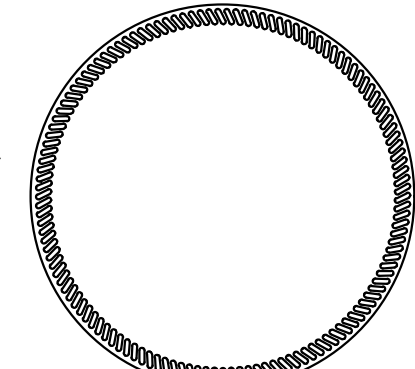
SURVEYOR AND MAPPER'S NOTES:

- 1. BEARINGS SHOWN HEREON ARE STATE PLANE GRID BEARINGS AND ARE BASED ON THE NATIONAL GEODETIC SURVEY, NORTH AMERICAN DATUM OF 1983, 1990 ADJUSTMENT (NAD83/90); THE CENTERLINE OF BAYBERRY DRIVE BEARS N88°05'47"W AND ALL OTHER BEARINGS SHOWN HEREON ARE RELATIVE THERETO.
2. TOTAL AREA =13,760.05 SQUARE FEET MORE OR LESS.
3. NO BUILDINGS OR ANY KIND OF CONSTRUCTION, TREES, OR SHRUBS, SHALL BE PLACED ON ANY EASEMENT WITHOUT WRITTEN CONSENT OF ALL EASEMENT BENEFICIARIES AND ALL APPLICABLE TOWN APPROVALS OR PERMITS AS REQUIRED FOR SUCH ENCROACHMENTS.
4. NOTICE: THIS RE-PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE RE-PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS RE-PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

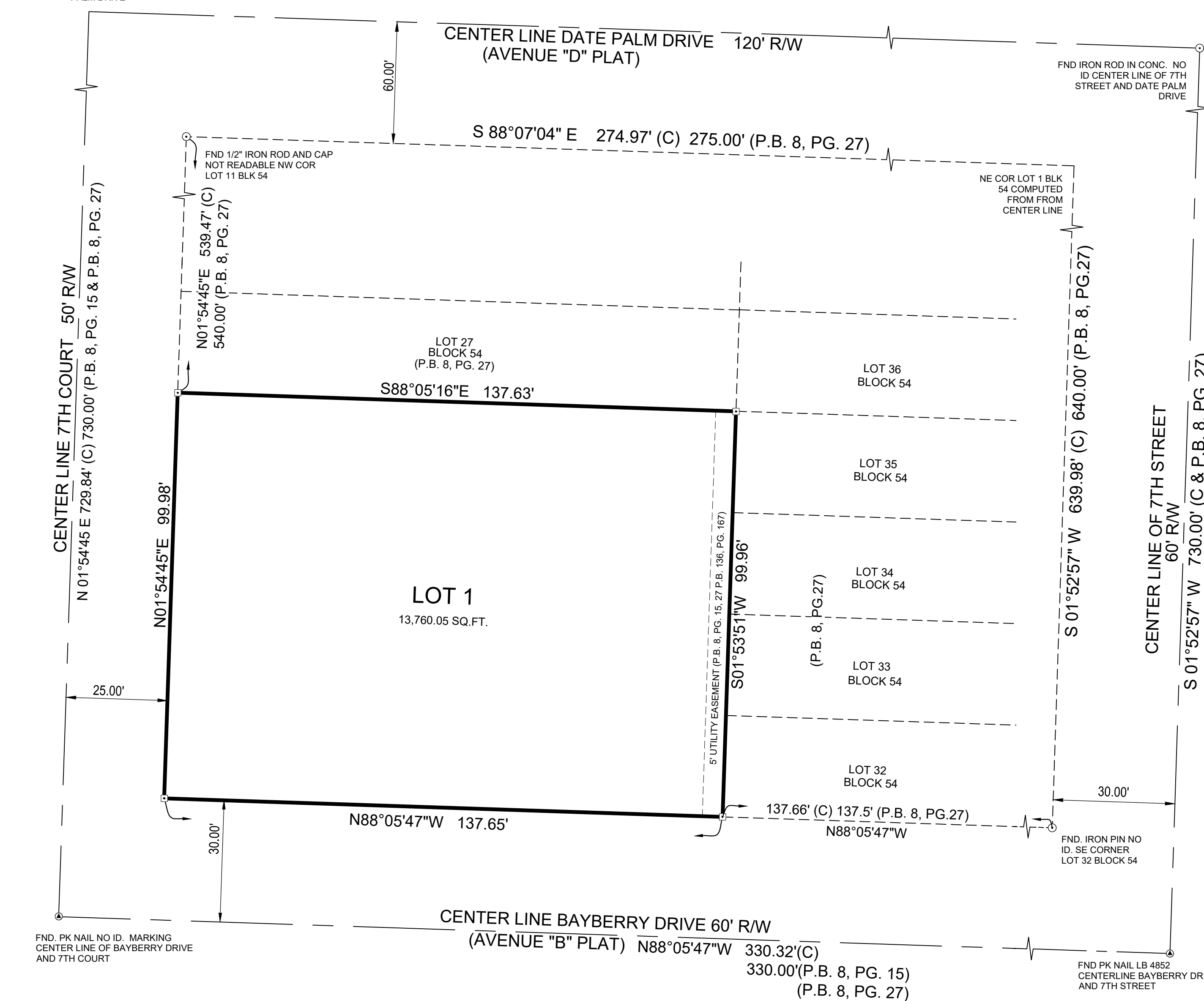
SURVEYOR'S & MAPPER'S CERTIFICATION

THIS IS TO CERTIFY THAT THE PLAT SHOWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT SAID SURVEY IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF; THAT PERMANENT REFERENCE MONUMENTS ("P.R.M.'s") HAVE BEEN PLACED AS REQUIRED BY LAW, AND, FURTHER, THAT THE SURVEY DATA COMPLIES WITH ALL THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES, AS AMENDED, AND THE ORDINANCES OF THE TOWN OF LAKE PARK, FLORIDA.

DATE: BY: KENNETH J. BUCHANAN, PROFESSIONAL SURVEYOR AND MAPPER, STATE OF FLORIDA NO. 7202



COMPUTED CENTER LINE OF 7TH COURT AND DATE PALM DRIVE



FND. PK NAIL NO. ID. MARKING CENTER LINE OF BAYBERRY DRIVE AND 7TH COURT

FND. PK NAIL LB 482 CENTERLINE BAYBERRY DRIVE AND 7TH STREET

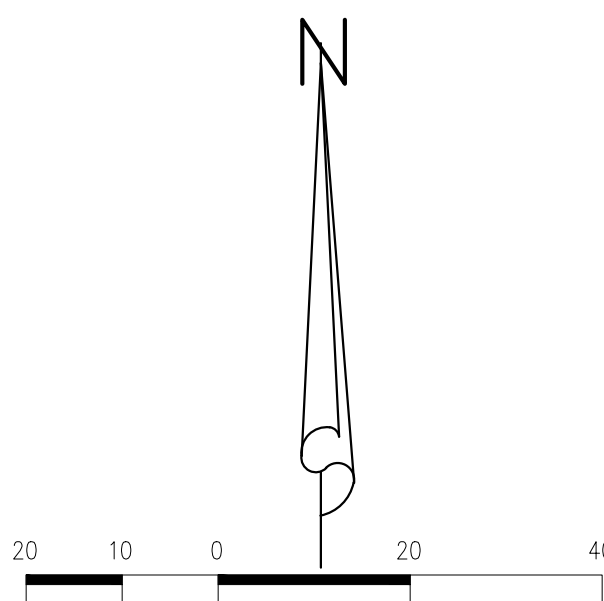
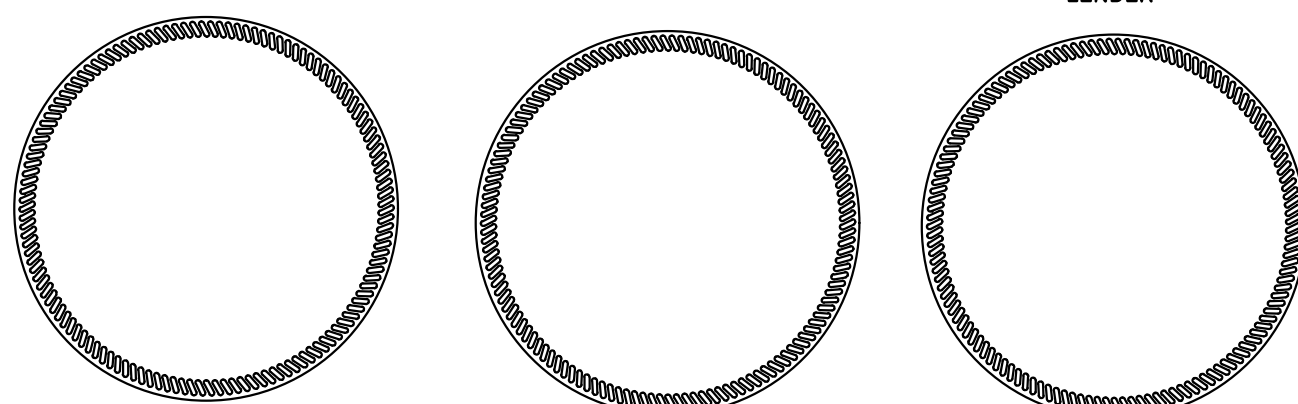
ABBREVIATIONS:

- C = CALCULATED BASED ON FIELD MEASUREMENTS
FND. = FOUND
MON. = MONUMENT
O.R.B. = OFFICIAL RECORD BOOK
P.B. = PLAT BOOK
P.B. Co. = PALM BEACH COUNTY
PG. = PAGE
PGS. = PAGES
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
R/W = RIGHT OF WAY
W = WITH
P.R.M. = PERMANENT REFERENCE MONUMENT
O.H.E. = MAINTENANCE AND OVERHANG EASEMENT

LEGEND:

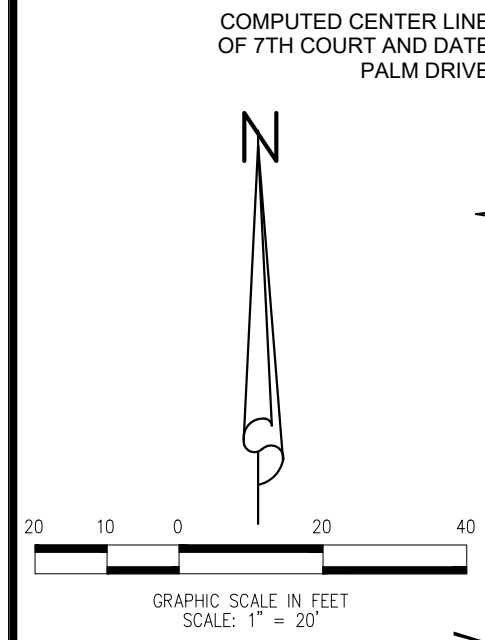
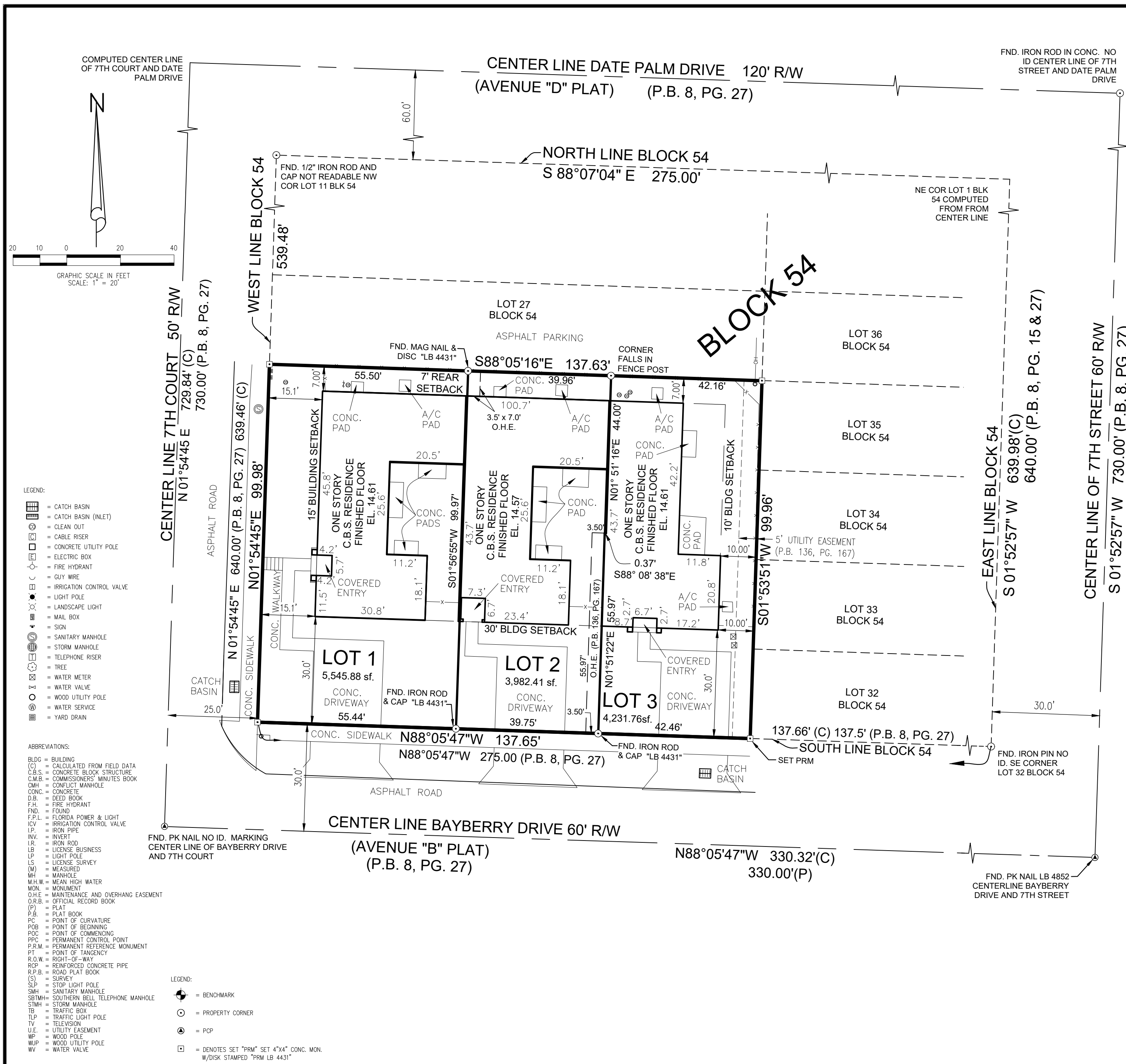
- ⊙ = DENOTES FOUND PK NAIL
⊙ = DENOTES FOUND IRON PIN
⊠ = SET 4"x4" CONC. MON. W/DISC STAMPED "P.R.M. LB 4431"

ARMERIA INVESTMENT CORP., A FLORIDA CORPORATION, TOWN OF LAKE PARK, LENDER



LIDBERG LAND SURVEYING, INC. 675 West Indiantown Road, Suite 200, Jupiter, Florida 33456 TEL: 561-746-6454

Table with columns: REF., FLD., OFF., OKD., PG., SHEET, JOB, DATE, DWG. Values include K.F., M.R., 799, 32, 21-034-306.1, 5/13/2024, D21-034P1.



- LEGEND:**
- = CATCH BASIN
 - = CATCH BASIN (INLET)
 - = CLEAN OUT
 - = CABLE RISER
 - = CONCRETE UTILITY POLE
 - = ELECTRIC BOX
 - = FIRE HYDRANT
 - = GUY WIRE
 - = IRRIGATION CONTROL VALVE
 - = LIGHT POLE
 - = LANDSCAPE LIGHT
 - = MAIL BOX
 - = SIGN
 - = SANITARY MANHOLE
 - = STORM MANHOLE
 - = TELEPHONE RISER
 - = TREE
 - = WATER METER
 - = WATER VALVE
 - = WOOD UTILITY POLE
 - = WATER SERVICE
 - = YARD DRAIN

- ABBREVIATIONS:**
- BLDG = BUILDING
 - (C) = CALCULATED FROM FIELD DATA
 - C.B.S. = CONCRETE BLOCK STRUCTURE
 - C.M.B. = COMMISSIONER'S MINUTES BOOK
 - CMH = CONFLICT MANHOLE
 - CONC. = CONCRETE
 - D.B. = DEED BOOK
 - F.H. = FIRE HYDRANT
 - FND. = FOUND
 - F.P.L. = FLORIDA POWER & LIGHT
 - ICV = IRRIGATION CONTROL VALVE
 - I.P. = IRON PIPE
 - INV. = INVERT
 - I.R. = IRON ROD
 - LB = LICENSE BUSINESS
 - LP = LIGHT POLE
 - LS = LICENSE SURVEY
 - (M) = MEASURED
 - MH = MANHOLE
 - M.H.W. = MEAN HIGH WATER
 - MON. = MONUMENT
 - O.H.E. = MAINTENANCE AND OVERHANG EASEMENT
 - O.R.B. = OFFICIAL RECORD BOOK
 - (P) = PLAT
 - P.B. = PLAT BOOK
 - PC = POINT OF CURVATURE
 - POB = POINT OF BEGINNING
 - POC = POINT OF COMMENCING
 - PPC = PERMANENT CONTROL POINT
 - P.P.M. = PERMANENT REFERENCE MONUMENT
 - PT = POINT OF TANGENCY
 - R.O.W. = RIGHT-OF-WAY
 - RCF = REINFORCED CONCRETE PIPE
 - R.P.B. = ROAD PLAT BOOK
 - (S) = SURVEY
 - SLP = STOP LIGHT POLE
 - SMH = SANITARY MANHOLE
 - SBTMH = SOUTHERN BELL TELEPHONE MANHOLE
 - STMH = STORM MANHOLE
 - TB = TRAFFIC BOX
 - TLP = TRAFFIC LIGHT POLE
 - TV = TELEVISION
 - U.E. = UTILITY EASEMENT
 - WP = WOOD POLE
 - WUP = WOOD UTILITY POLE
 - WV = WATER VALVE

- LEGEND:**
- = BENCHMARK
 - = PROPERTY CORNER
 - = POB
 - = POP
 - = DENOTES SET "PRM" SET 4"X4" CONC. MON. W/DISK STAMPED "PRM LB 4431"

AMERICAN LAND TITLE ASSOCIATION COMMITMENT ISSUED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY	
COMMITMENT NUMBER: 23110376	COMMITMENT DATE: JUNE 24, 2024 AT 12:47 PM.
<input type="radio"/> (B) <input type="radio"/> (C)	2. FACTS WHICH WOULD BE DISCLOSED BY AN ACCURATE AND COMPREHENSIVE SURVEY OF THE PREMISES HEREIN DESCRIBED.
<input type="radio"/> (B) <input type="radio"/> (C)	7. RESTRICTIONS, DEDICATIONS, CONDITIONS, RESERVATIONS, EASEMENTS AND OTHER MATTERS CONTAINED ON THE PLAT OF BAYBERRY TOWNHOUSE, AS RECORDED IN PLAT BOOK 136, PAGE 167, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
<input type="radio"/> (B) <input type="radio"/> (C)	8. DEDICATIONS CONTAINED ON THE PLAT OF LAKE PARK (FORMERLY KNOWN AS KELSEY CITY), ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 8 PAGE 27; TOGETHER WITH THE DEDICATION RECORDED IN DEED BOOK 1128, PAGE 399, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
<input type="radio"/> (A) <input type="radio"/> (C)	9. AGREEMENT WITH GREEN'S FUEL OF FLORIDA CORPORATION RECORDED IN DEED BOOK 1139, PAGE 612, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
<input type="radio"/> (A) <input type="radio"/> (C)	10. TERMS AND CONDITIONS CONTAINED IN DECLARATION OF PARTY FACILITIES FOR BAYBERRY DRIVE TOWNHOMES RECORDED IN OFFICIAL RECORDS BOOK 34792, PAGE 1409, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
<input type="radio"/> (A) <input type="radio"/> (C)	11. TERMS AND CONDITIONS OF ANY EXISTING UNRECORDED LEASE(S), AND ALL RIGHTS OF LESSEE(S) AND ANY PARTIES CLAIMING THROUGH THE LESSEE(S) UNDER THE LEASE(S).
<input type="radio"/> (B) <input type="radio"/> (C)	12. RIGHTS OF ADJOINING OWNER(S) IN PARTY WALL(S) LOCATED PARTLY ON THE INSURED PREMISES AND PARTLY ON ABUTTING LANDS AND RIGHTS OF SUCH ADJOINING OWNERS IN COMMON, WITH THE OWNER OF THE INSURED PREMISES IN THE ROOF OF SUCH BUILDING AND IN ANY APPURTENANCES WHICH ARE SUSCEPTIBLE TO COMMON USE; TOGETHER WITH ALL LIABILITY FOR MAINTENANCE, REPAIR AND DAMAGE WHICH COMMON USE ENTAILS.
<input type="radio"/> (A) AS SHOWN HEREON <input type="radio"/> (B) AFFECTS PROPERTY, BUT UNABLE TO PLOT <input type="radio"/> (C) DOES NOT AFFECT THE PROPERTY	

LEGAL DESCRIPTION:

LOTS 1, 2 AND 3, BAYBERRY TOWNHOUSE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 136, PAGE 167, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

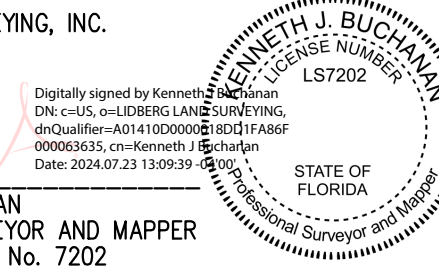
SURVEY REPORT

- THIS BOUNDARY SURVEY CONFORMS TO THE STANDARDS OF PRACTICE AS OUTLINED IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE.
- SURVEY BASED ON THE PLAT LAKE PARK RECORDED IN PLAT BOOK 8 AT PAGE 27.
- BEARINGS AND COORDINATES SHOWN HEREON ARE STATE PLANE GRID BEARINGS AND COORDINATES AND ARE BASED ON THE NATIONAL GEODETIC SURVEY, NORTH AMERICAN DATUM OF 1983, 1990 ADJUSTMENT (NAD83/90); THE CENTERLINE OF BAYBERRY DRIVE BEARS N88°05'47"W AND ALL OTHER BEARINGS SHOWN HEREON ARE RELATIVE THERETO.
- TOTAL AREA = 13,761.44 SQUARE FEET MORE OR LESS.
- THERE MAY BE ADDITIONAL EASEMENTS AND/OR RESTRICTIONS NOT SHOWN ON THIS SURVEY THAT MAY BE FOUND IN THE PUBLIC RECORDS OF PALM BEACH COUNTY. NO SEARCH OF THE PUBLIC RECORDS HAS BEEN PERFORMED BY LIDBERG LAND SURVEYING, INC. EASEMENTS OR RESTRICTIONS SHOWN WERE FURNISHED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, AMERICAN LAND TITLE ASSOCIATION COMMITMENT NUMBER 23110376, REVISED ON JUNE 24, 2024, AT 12:47 PM.
- ALL FIELD-MEASURED CONTROL MEASUREMENTS EXCEEDED AN ACCURACY OF 1' IN 7,500'.
- NO BUILDINGS OR ANY KIND OF CONSTRUCTION OF TREES OR SHRUBS SHALL BE PLACED ON ANY EASEMENT WITHOUT WRITTEN CONSENT OF ALL EASEMENT BENEFICIARIES AND ALL APPLICABLE COUNTY APPROVALS OR PERMITS AS REQUIRED FOR SUCH ENCROACHMENTS.
- IN THOSE CASES WHERE EASEMENTS OF DIFFERENT TYPES CROSS OR OTHERWISE COINCIDE, DRAINAGE EASEMENTS SHALL HAVE FIRST PRIORITY, UTILITY EASEMENTS SHALL HAVE SECOND PRIORITY, ACCESS EASEMENTS SHALL HAVE THIRD PRIORITY, AND ALL OTHER EASEMENTS SHALL BE SUBORDINATE TO THESE WITH THEIR PRIORITIES BEING DETERMINED BY USE RIGHTS GRANTED.
- ALL LINES INTERSECTING CIRCULAR CURVES ARE RADIAL UNLESS OTHERWISE NOTED.
- BUILDING SETBACK LINES SHALL BE AS REQUIRED BY CURRENT PALM BEACH COUNTY ZONING REGULATIONS.
- THIS SURVEY IS PREPARED ONLY FOR THE PARTIES LISTED BELOW AND IS NOT ASSIGNABLE. PREPARED FOR: ARMERIA INVESTMENT CORP.
- © COPYRIGHT 2024 BY LIDBERG LAND SURVEYING, INC. THE SKETCH OF SURVEY AND SURVEY REPORT COMPRISE THE COMPLETE SURVEY. THIS SURVEY IS NOT VALID UNLESS THE SKETCH AND REPORT ACCOMPANY EACH OTHER REPRODUCTIONS OF THIS SURVEY ARE NOT VALID WITHOUT THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER EMPLOYED BY LIDBERG LAND SURVEYING, INC.

LIDBERG LAND SURVEYING, INC.

Kenneth J Buchanan

KENNETH J. BUCHANAN
PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE No. 7202



DATE OF SURVEY: SEPTEMBER 27, 2023

BY:

DATE:	REVISIONS:	BY:
07/23/24	REVISE BASED ON NEW TITLE COMMITMENT 21-034-104	R.R.
07/11/24	UPDATE BOUNDARY SURVEY 21-034-104 K.F. PRINT	R.R.
09/27/23	FINAL TIE-IN 21-034-111 AM FB 834/55	ACB
12/07/22	REVISE PROPOSED PROPERTY LINES TO MATCH PLAT	ACB
8/17/22	SHOW DISTANCES ALONG REAR OF TOWNHOUSE	KJB

LIDBERG LAND SURVEYING, INC.
675 West Indiantown Road, Suite 200,
Jupiter, Florida 33458 TEL: 561-746-8454

BOUNDARY SURVEY
717, 719, 721 BAYBERRY DRIVE
PREPARED FOR:
ARMERIA INVESTMENT CORP.

CAD.	K:\AUTOCAD2000\204243\PB 8 PG 27\21-034\DWG\21-034-109.DWG		
REF.	K:\AUTOCAD2000\204243\PB 8 PG 27\21-034\DWG\21-034-100.DWG		
FLD.	A.M.	FB.	PG.
OFF.	K.J.B., A.B.	812	75
CKD.	K.J.B.	SHEET	1 OF 1
JOB	21-034-109	DATE	08/12/2022
DWG.	C21-034		



AHCA USE ONLY:

File #: _____
 Application #: _____
 Check #: _____
 Check Amt: _____
 Batch #: _____

Health Care Licensing Application Residential Treatment Facility

The Agency for Health Care Administration (AHCA) has implemented the **ONLINE LICENSING SYSTEM**, which allows the electronic submission of renewal and change during licensure period applications and fees, along with the ability to upload supporting documentation. To submit online please go to: <https://ahca.myflorida.com/health-care-policy-and-oversight/online-licensure-information/online-licensing-system>

Applications must be received **at least 60 days prior** to the expiration of the current license or effective date of a change of ownership to avoid a late fee. If the renewal application is received by the Agency less than 60 days prior to the expiration date, it is subject to a late fee as set forth in statute. The applicant will receive notice of the amount of the late fee as part of the application process or by separate notice. The application will be withdrawn from review if all the required documents and fees are not included with your application or received within 21 days of an omission notice. Applications will not be considered for review until payment has been received. **Renewal and Change During Licensure Period applications: Supporting documentation, responses to omissions and payments may be submitted using the online system even if the application was originally mailed to the Agency.** Please fill in all blanks or mark N/A if not applicable.

Under the authority of Chapters 408, Part II, and 394, Part IV, Florida Statutes (F.S.), and Chapters 59A-35 and 65E-4, Florida Administrative Code (F.A.C.), an application is hereby made to operate a residential treatment facility (RTF) as indicated below:

1. Provider / Licensee Information

A. PROVIDER INFORMATION – Please complete the following for the RTF name and location. Provider name, address and telephone number will be listed on https://quality.healthfinder.fl.gov/index.html				
License Number (if applicable)	National Provider Identifier (NPI) (if applicable)	Florida Medicaid Number (if applicable)		
Name of RTF (if operated under a fictitious name, enter as it is filed with the Florida Division of Corporations) Florida Oasis Bayberry LLC dba Florida Oasis				
Street Address 717 Bayberry Drive				
City Lake Park		County Palm Beach	State Florida	Zip 33403
Telephone Number 561-249-1174		Fax Number 954-901-2801		
E-mail Address jmsobelman@gmail.com			Note: By providing your e-mail address, you agree to accept e-mail correspondence from the Agency.	
Provider Website www.thefloridaoasis.org				
Mailing Address or <input type="checkbox"/> Same as above 717 Bayberry Drive				
City Lake Park		County Palm Beach	State FL	Zip 33403
Telephone Number 561-249-1174		E-mail Address jmsobelman@gmail.com		

B. PROPERTY OWNER INFORMATION – Complete the following for the owner of the property if different from the licensee.	
Does an individual or entity other than the licensee own the property where the principal office is located? If <input type="checkbox"/> NO, skip to Section 1.C. – Contact Person If <input checked="" type="checkbox"/> YES, please provide the following information:	
Full Name of Property Owner America Investment Corp.	
<input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased
Telephone Number	

Primary Address	Effective Date
-----------------	----------------

C. CONTACT PERSON - For this application

Contact Person for this application Jonathan Sobelman	Contact Telephone Number 954-655-6735
Contact e-mail address or <input type="checkbox"/> Do not have e-mail jmsobelman@gmail.com	Note: By providing your e-mail address you agree to accept e-mail correspondence from the Agency.

D. LICENSEE INFORMATION – Please complete the following for the entity seeking to operate the RTF.

Licensee Name (This is the owner of the RTF) Florida Oasis Bayberry LLC		Federal Employer Identification Number (EIN) 99-3727616
Mailing Address or <input type="checkbox"/> Same as above 717 Bayberry Drive		
City Lake Park	State Florida	Zip 33403
Telephone Number 561-249-1174	Fax Number 954-901-2801	E-mail Address jmsobelman@gmail.com
Description of Licensee (check one):		
For Profit <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other	Not for Profit <input type="checkbox"/> Corporation <input type="checkbox"/> Religious Affiliation <input type="checkbox"/> Other	Public <input type="checkbox"/> State <input type="checkbox"/> City/County <input type="checkbox"/> Hospital District

2. Application Type and Fees

Indicate the type of application with an "X." **Applications will not be processed if all applicable fees are not included. Pursuant to section 408.805(4), F.S., fees are nonrefundable.** Renewal and Change of Ownership applications must be received 60 days prior to the expiration of the license or the proposed effective date of the change to avoid a late fine. If the renewal application is received by the Agency less than 60 days prior to the expiration date, it is subject to a late fee as set forth in statute. The applicant will receive notice of the amount of the late fee as part of the application process or by separate notice.

A. TYPE OF APPLICATION

Initial licensure **Proposed Effective Date:** 11/2024

Was this entity previously licensed as a residential treatment facility? YES NO

If YES, please provide the name of the facility (if different), the EIN # and the date the prior license expired or closed:

NAME:	EIN #	Date Expired/Closed:
-------	-------	----------------------

<input type="checkbox"/> Renewal licensure <input type="checkbox"/> Change of Ownership <input type="checkbox"/> Licensee sale or transfer of ownership to a different individual/entity <input type="checkbox"/> Transfer or assignment of 51% or more ownership, shares, membership, or controlling interest of the licensee <input type="checkbox"/> Change during licensure period – select all that apply: <u>Fee Required</u> <input type="checkbox"/> Provider Name <input type="checkbox"/> Provider Address Beds/Capacity <input type="checkbox"/> Increase <input type="checkbox"/> Decrease Services/Qualifications <input type="checkbox"/> Change in level of services	Proposed Effective Date: _____ Proposed Effective Date: _____ <u>No Fee Required</u> <input type="checkbox"/> Personnel <input type="checkbox"/> Management Company <input type="checkbox"/> Management Company Controlling Interest <input type="checkbox"/> Transfer or assignment of less than 51% ownership, shares, membership, or controlling interest of the licensee
--	--

B. LICENSURE FEES

ACTION	FEE	TOTAL FEES
License Fee (Initial, Renewal and Change of Ownership):	\$191.83 per bed x 14 number of total beds	\$ 2685.62
Change During Licensure Period/Bed Increase	\$191.83 per bed x _____ number of added beds	\$
Change During Licensure Period	\$25.00	\$
Other: _____		\$
TOTAL FEES INCLUDED WITH APPLICATION		\$ 2685.62
Please make check or money order payable to the Agency for Health Care Administration (AHCA)		

3. Controlling Interests of Licensee**AUTHORITY:**

Pursuant to sections 408.806(1)(a) and (b), F.S., an application for licensure must include: the name, address and social security number of the applicant and each controlling interest, if the applicant or controlling interest is an individual; and the name, address, and federal employer identification number (EIN) of the applicant and each controlling interest, if the applicant or controlling interest is not an individual. Disclosure of social security number(s) is mandatory. The Agency for Health Care Administration shall use such information for purposes of securing the proper identification of persons listed on this application for licensure. However, in an effort to protect all personal information, **do not include social security numbers on this form. All social security numbers must be entered on the Health Care Licensing Application Addendum, AHCA Form 3110-1024.**

DEFINITIONS:

Controlling interests, as defined in section 408.803(7), F.S., are the applicant or licensee; a person or entity that serves as an officer of, is on the board of directors of, or has a 5% or greater ownership interest in the applicant or licensee; or a person or entity that serves as an officer of, is on the board of directors of, or has a 5% or greater ownership interest in the management company or other entity, related or unrelated, with which the applicant or licensee contracts to manage the provider. The term does not include a voluntary board member.

Note: For each controlling interest an AHCA screening through the Care Provider Background Screening Clearinghouse is needed or the Attestation of Compliance with Background Screening Requirements, AHCA Form 3100-0008 if background screening was conducted by the Department of Financial Services for an applicant for a certificate of authority to operate a continuing care retirement community under Chapter 651, F.S. To verify who is to be screened, visit [Background Screening \(myflorida.com\)](https://myflorida.com/background-screening).

INSTRUCTIONS: Attach additional application pages if needed.

For new individual – complete all fields except the End Date.

For existing individuals – complete all fields except the Effective and End Date.

To remove an individual – complete all fields including the End Date.

- A. Individual and/or Entity Ownership of Licensee as listed in Section 1D above** – Provide the information for each individual or entity (corporation, partnership, association) with 5% or greater ownership interest in the licensee. Attach additional sheets, if necessary. This excludes Not-for-Profit and publicly held licensees. **Note:** A written explanation will be required if the percentage of ownership interest indicated below does not equal 100%.

FULL NAME of INDIVIDUAL or ENTITY	PERSONAL/PRIMARY ADDRESS	TELEPHONE NUMBER	EIN (No SSN)	% OWNERSHIP	EFFECTIVE DATE	END DATE
Jonathan Sobelman	431 SE 14th Ave Pompano Beach, Florida 33060	954-655-6735	99-3727616	50	6/25/24	
Kristy Mattson-Haage	19862 Meadows Lane Boca Raton, Florida 33498	954-829-1580	99-3727616	30	6/25/24	
Scott Sobelman	13230 NW 11th Drive Sunrise, Florida 33323	954-224-5242	99-3727616	10	6/25/24	
Tyler Haage	19862 Meadows Lane Boca Raton, Florida 33498	954-224-9993	99-3727616	10	6/25/24	

B. Board Members and Officers of Licensee as listed in Section 1D above – Provide the information for each individual that serves as an officer or is on the board of directors. Do not include voluntary board members.

TITLE	FULL NAME	PERSONAL/PRIMARY ADDRESS	TELEPHONE NUMBER	EFFECTIVE DATE	END DATE
Board Member/Officer	Jonathan Sobelman	431 SE 14th Ave Pompano Beach, Florida 33060	954-655-6735	6/25/24	
Board Member/Officer	Kristy Mattson-Haage	19862 Meadowside Lane Boca Raton, Florida 33498	954-829-1580	6/25/24	
Board Member/Officer	Scott Sobelman	13230 NW 11th Drive Sunrise, Florida 33323	954-224-5242	6/25/24	
Board Member/Officer	Tyler Haage	19862 Meadowside Lane Boca Raton, Florida 33498	954-224-9993	6/25/24	

4. Management Company

Does a company other than the licensee manage the licensed provider?

If NO, skip to Section 6 – Personnel.

If YES, provide the following information:

Name of Management Company		EIN (No SSN)	Telephone Number / Fax	
Street Address		E-mail Address		
City	County	State	Zip	
Mailing Address or <input type="checkbox"/> Same as above				
City		State	Zip	
Contact Person	Contact E-mail	Contact Telephone Number		

5. Management Company Controlling Interests

DEFINITION:

Controlling interests, as defined in section 408.803(7), F.S., are the applicant or licensee; a person or entity that serves as an officer of, is on the board of directors of, or has a 5% or greater ownership interest in the applicant or licensee; or a person or entity that serves as an officer of, is on the board of directors of, or has a 5% or greater ownership interest in the management company or other entity, related or unrelated, with which the applicant or licensee contracts to manage the provider. The term does not include a voluntary board member.

Note: For each controlling interest an AHCA screening through the Care Provider Background Screening Clearinghouse is needed or the Attestation of Compliance with Background Screening Requirements, AHCA Form 3100-0008 if background screening was conducted by the Department of Financial Services for an applicant for a certificate of authority to operate a continuing care retirement community under Chapter 651, F.S. To verify who is to be screened, visit [Background Screening \(myflorida.com\)](https://backgroundscreening.myflorida.com).

INSTRUCTIONS: Attach additional application pages if needed.

For new individual – complete all fields except the End Date.

For existing individuals – complete all fields except the Effective and End Date.

To remove an individual – complete all fields including the End Date.

A. Individual and/or Entity Ownership of Management Company: Provide the information for each individual or entity (corporation, partnership, association) with 5% or greater ownership interest in the management company. Attach additional sheets if necessary.

FULL NAME of INDIVIDUAL or ENTITY	PERSONAL/PRIMARY ADDRESS	TELEPHONE NUMBER	EIN (No SSN)	% OWNERSHIP	EFFECTIVE DATE	END DATE

B. Board Members and Officers of Management Company – Provide the information for each individual that serves as an officer or is on the board of directors. Do not include voluntary board members.

TITLE	FULL NAME	PERSONAL/PRIMARY ADDRESS	TELEPHONE NUMBER	EFFECTIVE DATE	END DATE
Board Member/Officer					
Board Member/Officer					
Board Member/Officer					
Board Member/Officer					

6. Personnel

A. Please provide information for the individual(s) who perform the following roles. Note: For the administrator and financial officer an AHCA screening through the Care Provider Background Screening Clearinghouse is needed or the Attestation of Compliance with Background Screening Requirements, AHCA Form 3100-0008, if background screening was conducted by the Department of Financial Services for an applicant for a certificate of authority to operate a continuing care retirement community under Chapter 651, F.S. To verify who is to be screened, visit [Background Screening \(myflorida.com\)](http://myflorida.com).

INSTRUCTIONS: Attach additional application pages if needed.

For new individual – complete all fields except the End Date.

For existing individuals – complete all fields except the Effective and End Date.

To remove an individual – complete all fields including the End Date.

INFORMATION	ADMINISTRATOR (person responsible for day-to-day operation)	FINANCIAL OFFICER (person responsible for financial operation)
Full Name	Jonathan Sobelman	Scott Sobelman
Effective Date	06/25/2024	06/25/2024
End Date		
Telephone Number	954-655-6735	954-224-5242
Email Address	jmsobelman@gmail.com	sssobelman@thefloridaoasis.org
Personal/Primary Address	431 SE 14th Avenue Pompano Beach, Florida 33060	13230 NW 11th Drive Sunrise, Florida 33323
FL Professional License Nbr, if applicable	MH 8401-Licensed Mental Health Counselor	

7. Required Disclosure

The following disclosures are required:

A. Pursuant to section 408.809, F.S., the applicant shall submit to the agency a description and explanation of any convictions of offenses prohibited by sections 435.04 and 408.809(4), F.S., for each controlling interest.

Has the applicant or any individual listed in Sections 3 and 4 of this application been convicted of any level 2 offense pursuant to section 408.809, Florida Statutes? YES NO

If YES, provide the following information:

- The full legal name of the individual and the position held
- A description/explanation of any convictions

B. Pursuant to section 408.810(2), F.S., the applicant must provide a description and explanation of any exclusions, suspensions, or terminations from the Medicare, Medicaid, or federal Clinical Laboratory Improvement Amendment (CLIA) programs. Has the applicant or any individual/entity listed in Sections 3 and 4 of this application been excluded, suspended, terminated or involuntarily withdrawn from participation in Medicare or Medicaid in any state? YES NO

If YES, enclose the following information:

- The full legal name of the individual (and the position held) or the entity
 A description/explanation of the exclusion, suspension, termination or involuntary withdrawal.

C. Pursuant to section 408.815(4), F.S., has the applicant or a controlling interest in the applicant, or any entity in which a controlling interest of the applicant was an owner or officer when the following actions occurred ever been:

Convicted of, or entered a plea of guilty or nolo contendere to, regardless of adjudication, a felony under Chapter 409, Chapter 817, Chapter 893, 21 U.S.C. ss. 801-970, or 42 U.S.C. ss. 1395-1396, Medicaid fraud, Medicare fraud, or insurance fraud, within the previous 15 years prior to the date of this application? YES NO

Terminated for cause from the Medicare program or a state Medicaid program? YES NO

If YES, has applicant been in good standing with the Medicare program or a state Medicaid program for the most recent five (5) years and the termination occurred at least twenty (20) years before the date of the application. YES NO

8. Provider Fines and Financial Information

Pursuant to section 408.831(1)(a), F.S., the Agency may take action against the applicant, licensee, or a licensee which shares a common controlling interest with the applicant if they have failed to pay all outstanding fines, liens, or overpayments assessed by final order of the agency or final order of the Centers for Medicare and Medicaid Services (CMS), not subject to further appeal, unless a repayment plan is approved by the agency.

Are there any incidences of outstanding fines, liens or overpayments as described above? YES NO

If YES, please complete the following for each incidence (attach additional sheets, if necessary):

Table with 7 columns: AHCA CASE NUMBER, CMS, ASSESSED AMOUNT, DATE OF RELATED INSPECTION, APPLICATION, OR OVERPAYMENT, PAYMENT DUE DATE, and PENDING APPEAL OF FINAL ORDER (YES/NO). Three rows of data with checkboxes.

Please attach a copy of the approved repayment plan, if applicable.

9. Accreditation

The applicant participates in select accrediting organization below or Not accredited:

ACCREDITING ORGANIZATION	ACCREDITATION ID	ACCREDITATION		SURVEY END DATE
		EFFECTIVE DATE	END DATE	
<input type="checkbox"/> Commission on Accreditation of Rehabilitation Facilities (CARF)				
<input type="checkbox"/> Council on Accreditation (COA)				
<input type="checkbox"/> The Joint Commission (JC)				
<input type="checkbox"/> National Committee for Quality Assurance (NCQA)				

Note: If accredited, provide a copy of the full accreditation survey, award letter and any follow up letters to or from the accrediting organization.

- I understand that the complete accreditation report must be submitted to the Agency for review if the accreditation report is to be accepted in lieu of a complete licensure inspection and such reports used to meet licensure requirements are considered public documents subject to disclosure per Chapter 119, F.S. A complete accreditation report includes correspondence from the accrediting organization containing the dates of the survey, any citations to which the accreditation organization requires a response, the facility's response to each citation, the effective date of accreditation and verification of Medicare (CMS) deemed status, if applicable.

10. General Information

A. **BED CAPACITY:** Provide the number of licensed beds:

CURRENT	INCREASE	DECREASE	FINAL BED COUNT
14			14

B. **CLASSIFICATION:** Select one.

CLASSIFICATION					
<input checked="" type="checkbox"/> Level I.A.	<input type="checkbox"/> Level I.B.	<input type="checkbox"/> Level II	<input type="checkbox"/> Level III	<input type="checkbox"/> Level IV	<input type="checkbox"/> Level V

C. **ADDITIONAL STREET ADDRESSES:**

STREET ADDRESS	APT NBR	CITY	ZIP CODE

D. **LIABILITY INSURANCE:** Attach the current Certificate of Insurance for general liability coverage.

CARRIER NAME	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	AMOUNT	
				OCCURRENCE	AGGREGATE
				\$	\$
				\$	\$

11. Supporting Documents

Applicants **must** include the following attachments as stated in Chapters 408, Part II and 394, Part IV, F.S. and Chapters 59A-35 and 65E-4.016, F.A.C.. **Note: Required documents listed below are dependent on the type of application submitted. (Initial, Renewal, Change of Ownership, Change During Licensure Period)**

DOCUMENTS TO BE PROVIDED:	REQUIRED FOR:
Proof of General and Professional Liability Insurance Coverage	Initials, Renewal, Change of Ownership, and Change of Provider Address or Name application types
Fire Safety Inspection Report	Initial, Renewal, and Change of Ownership application types
Department of Health Septic System or Water Supply Evaluation Report	Initial and Change of Ownership application types
Department of Health Sanitation Report	Initial, Renewal, and Change of Ownership application types
Documentation from the appropriate local government office showing that the applicant has met local zoning requirements.	Initial, Change of Ownership and Capacity Increase application types
Program Narrative	Initial and Change of Ownership application types
Accreditation Report, if applicable	Initial, Renewal and Change of Ownership application types
Proof of Property Occupancy; examples Lease, Mortgage, and Transfer Agreement, if applicable	Initial, Renewal, Change of Ownership, Change Provider Name or Address application types
Documentation of change of ownership transaction stating effective date and executed by all parties.	Change of Ownership application type
A signed agreement to pay any outstanding payments owed to the Agency. The agreement must include who will pay and when payment will be made	Change of Ownership applications type
Health Care Licensing Application Addendum, AHCA Form 3110-1024	Initial, Renewal, Change of Ownership, Change of Personnel of Controlling Interest application types
Required disclosures related to action taken by Medicare, Medicaid or CLIA, if applicable	All application types, if documentation is required due to responses provided in the application
Approved repayment plans, if applicable	All application types

12. Attestation

I, _____, attest as follows:

- (1) Pursuant to section 837.06, Florida Statutes, I have not knowingly made a false statement with the intent to mislead the Agency in the performance of its official duty.
- (2) Pursuant to section 408.815, Florida Statutes, I acknowledge that false representation of a material fact in the license application or omission of any material fact from the license application by a controlling interest may be used by the Agency for denying and revoking a license or change of ownership application.
- (3) Pursuant to section 408.806, Florida Statutes, under penalty of perjury, the applicant is in compliance with the provisions of section 408.806 and Chapter 435, Florida Statutes.
- (4) Pursuant to sections 408.809 and 435.05, Florida Statutes, every employee of the applicant required to be screened has attested, subject to penalty of perjury, to meeting the requirements for qualifying for employment pursuant to Chapter 408, Part II, and Chapter 435, Florida Statutes, and has agreed to inform the employer immediately if arrested for any of the disqualifying offenses while employed by the employer.
- (5) Pursuant to section 435.05, Florida Statutes, the applicant has conducted a level 2 background screening through the Agency on every employee required to be screened under Chapter 408, Part II, or Chapter 435, Florida Statutes, as a condition of employment and continued employment and that every such employee has satisfied the level 2 background screening standards or obtained an exemption from disqualification from employment.
- (6) Initial and Change of Ownership applicants: all employees of this facility have completed or will complete the required course on HIV/AIDS education required by section 381.0035, Florida Statutes.

(7) Pursuant to section 408.810(12), Florida Statutes, the licensee ensures that no person holds any ownership interests, either directly or indirectly, regardless of ownership structure; who has a disqualifying offense pursuant to section 408.809, Florida Statutes or in a provider that had a license revoked or application denied pursuant to section 408.815, Florida Statutes.

(8) Pursuant to sections 408.810(14) and 408.051(3), FS, the licensee ensures that all patient information stored in an offsite physical or virtual environment, including through a third-party or subcontracted computing facility or an entity providing cloud computing services, is physically maintained in the continental United States or its territories or Canada.

(9) Pursuant to section 408.810(15), FS, the licensee ensures that controlling interests of the licensee do not hold, either directly or indirectly, regardless of ownership structure, an interest in an entity that has a business relationship with a foreign country of concern or that is subject to section 287.135, FS.

Signature of Licensee or Authorized Representative

Title

Date

NOTICE: If you are a Medicaid provider, you may have a separate obligation to notify the Medicaid program of a name/address change, change of ownership or other change of information. Please refer to your Medicaid handbooks for additional information about Medicaid program policy regarding changes to provider enrollment information.

RETURN THIS COMPLETED FORM WITH FEES TO:

AGENCY FOR HEALTH CARE ADMINISTRATION
HOSPITAL AND OUTPATIENT SERVICES UNIT
2727 MAHAN DR., MS 31
TALLAHASSEE FL 32308-5407

Questions? Visit the Agency's website : <https://ahca.myflorida.com/> or contact the Hospital and Outpatient Services Unit at (850) 412-4549 or Email: hospitals@ahca.myflorida.com

The Agency for Health Care Administration scans all documents for electronic storage. In an effort to facilitate this process, we ask that you please remember to:

- Please place checks or money orders on top of the application
- Include license number or case number on your check
- Do not submit carbon copies of documents
- Do not fold any of the documents being submitted
- No staples, paperclips, binder clips, folders, or notebooks
- Please ***do not bind any*** of the documents submitted to the Agency

TOWN OF LAKE PARK
535 Park Avenue
Lake Park, Florida 33403
Phone (561) 881-3318
Fax (561) 881-3323

Zoning Certificate



FOR COMMERCIAL LOCATIONS ONLY

A **NON-REFUNDABLE ADMINISTRATIVE FEE OF \$125.00 AND ZONING INSPECTION FEE OF \$50 IS DUE AT TIME OF SUBMITTAL (TOTAL = \$175). APPLICATION PROCESS MUST BE COMPLETED WITHIN 30 DAYS OF BUSINESS OPENING. BUSINESSES OPERATING IN VIOLATION OF THE TOWN CODE OF ORDINANCES WILL BE SUBJECT TO ENFORCEMENT ACTIONS. ALL FIELDS ARE REQUIRED - INSERT N/A IF NOT APPLICABLE.**

- **FOOD ESTABLISHMENTS MUST SUBMIT THE STATE FOOD INSPECTION REPORT *PRIOR TO OPENING***
- **ALL BUSINESS ESTABLISHMENTS MUST SUBMIT THE FIRE & ZONING INSPECTION SHEET *PRIOR TO OPENING***
- **ALL APPLICABLE UTILITY APPROVALS MUST BE SECURED *PRIOR TO OPENING***

DATE: 8/16/24 BUSINESS LOCATION 717-721 Bayberry Drive Lake Park, Florida 33403

Business Information:

New Business Ownership Transfer and/or Name Change Location Transfer Additional Business

(Select Location transfer only if business is transferring from an existing Lake Park Address)

DATE BUSINESS OPENED: To Be Determined

E-Mail Address: jmsobelman@gmail.com (required to receive Town e-mail updates)

Name of Business: Florida Oasis Bayberry LLC dba Florida Oasis

Name of Business Owner: Jonathan Sobelman

Mailing Address: 717 Bayberry Drive Lake Park, Florida 33060

Business Telephone: 954-655-6735 Business Website Address: www.thefloridaoasis.org

Property Owner:

Property Owner Name: JONATHAN SOBELMAN

Property Owner Address: 431 SE 14th Avenue Pompano Beach, Florida 33060

Property Owner E-Mail Address: jmsobelman@gmail.com Telephone: 954-655-6735

Business Details:

Type of Business Proposed: Community Residential Home

Is this an Accessory Use to another business? Yes No Hours of Operation: 365 days per year, 24 hours per day

Please explain proposed business operation in detail: Residential Treatment Facility for clients who experience mental illness.

Unit Size (Sq. ft.): 13,750 Max. Number of Employees: 6 at one time Number of Parking Spaces: 6

NOTE: SECURITY MEASURE/SECURITY CAMERA SYSTEM REQUIREMENTS PURSUANT TO TOWN ORDINANCE NO. 01-2020, (ATTACHED) WILL BE ENFORCED – PLEASE COMPLETE THE FOLLOWING IN ITS ENTIRETY PRIOR TO SUBMITTING THIS APPLICATION:

A CONVENIENCE BUSINESS THAT OFFERS POINT-OF-SALE TERMINAL/CASH REGISTER TRANSACTIONS AT ANY POINT BETWEEN THE HOURS OF 11:00 P.M. AND 5:00 A.M.

(EXCLUSIONS = Restaurants; Businesses with at least 10,000 square feet of retail space; Businesses that have a minimum of 5 employees on duty at ALL times between 11:00 A.M. and 5:00 A.M.; and buildings operated with 24-hour onsite security, or 24-hour camera monitoring of the building, including parking areas).

- (1) Do you offer point-of-sale terminal/cash register transactions OR are you a retail or commercial business that is open for business to the public at any time between the hours of 11:00 p.m. and 5:00 a.m. (which does not meet any exclusion provided above): Yes No (If you answer NO, you may stop here)
- (2) If you responded YES to Question #1 and based on the descriptions provided, will you be providing a security camera system per the requirements listed below (Note: it will be inspected by PBSO since this is a requirement):
 Yes No
- (3) If you responded NO to Question #2, please explain why: _____

SECURITY CAMERA SYSTEM REQUIREMENTS – YOUR SECURITY CAMERA SYSTEM MUST ADHERE TO THE FOLLOWING:

- (a) Required security measures for Businesses with a Point-of-Sale Terminal or cash registers. The following security measures are required for all Point-of-Sale Terminals equipped businesses and Late-night businesses, except for Late-night Businesses located within Secured Buildings.
- (1) Every business that is open to the public with a Point-of-Sale Terminal or cash registers shall maintain a video or security camera system that is capable of monitoring, recording and retrieving clear and identifiable images and videos to assist law enforcement personnel in offender identification and apprehension. Said system shall comply with all of the following standards:
- i. Be operable at all times;
 - ii. Be readily available for viewing by employees;
 - iii. At least one camera shall be maintained on site which is capable of surveilling the interior of the business;
 - iv. At least one camera shall be maintained on site which is capable of surveilling the business' parking areas; and
 - v. Retain and produce upon the request of law enforcement any recording for a period of 72 hours from the date of recording;
- (2) All Late-night businesses shall maintain a clear and unobstructed view from outside of the building of the cash register and sales transaction area.
- (3) Establishments that meet the requirements of a Convenience Business as set forth in F. S. § 812.171, are hereby exempt from the requirements of this section.

Please provide each of the following, if applicable:

- Fictitious Name Registration or proof of exemption
- Corporation Registration/Articles of Incorporation/LLC
- State Business or Professional License(s), if applicable

FOR OFFICIAL USE ONLY
TO BE COMPLETED BY STAFF

Business Name: Florida Oasis Bayberry

Business Address: _____

ZONING APPROVALS

Initial Zoning Use: Approved N/A _____ Date 9/12/24 Init KJG

Zoning District: R-2 Section Citation: 78-66(1)1

Use: Community Residential Home per 78-72 definitions

Description: _____

Additional Zoning Conditions: BTR Contingent upon: ① recordation of plat

② buildings unified as one facility by address & function
③ meets separation requirement Approved _____ N/A _____ Date _____ Init 14
Public Works/Sanitation Approved _____ N/A _____ Date _____ Init ACHA approval.

INSPECTIONS *

* Units must be set up and ready for inspection prior to inspections being scheduled -ALL instructions must be scheduled at least 24 hours in advance*

Palm Beach County Fire-Rescue
(billed separately through PBCFR) Approved _____ N/A _____ Date _____ Init _____

Zoning
(included within Application Fee) Approved _____ N/A _____ Date _____ Init _____

(To include landscaping, parking, height, setbacks, as applicable)

IF additional approvals are required, please explain:

Community Development Zoning Certificate Approval

By: _____

Title: _____

Date: _____

A copy of the completed Zoning Certificate Application will be e-mailed to Applicant
Version: 3/19/24. All previous versions are obsolete

Re: Florida Oasis Bayberry, 717-721 Bayberry Drive

The applicant intends the facility to be a community residential home for the mentally ill, which is consistent with the Town Code which refers to FS Chapter 419 for the definition of **Community Residential Home**:

“Community residential home” means a dwelling unit licensed to serve residents who are clients of the Department of Elderly Affairs, the Agency for Persons with Disabilities, the Department of Juvenile Justice, or the Department of Children and Families or licensed by the Agency for Health Care Administration which provides a living environment for 7 to 14 unrelated residents who operate as the functional equivalent of a family, including such supervision and care by supportive staff as may be necessary to meet the physical, emotional, and social needs of the residents.

Chapter 419 definition of resident:

“Resident” means any of the following: a frail elder as defined in s. 429.65; a person who has a disability as defined in s. 760.22(3)(a); a person who has a developmental disability as defined in s. 393.063; a nondangerous person who has a mental illness as defined in s. 394.455; or a child who is found to be dependent as defined in s. 39.01 or s. 984.03, or a child in need of services as defined in s. 984.03 or s. 985.03.

Therefore, while the home be licensed by ACHA as a Residential Treatment Home it is also recognized as meeting the definition of Community Residential Home.

From ACHA website: “Residential Treatment Facilities (RTF) are licensed community-based residences for individuals exhibiting symptoms of mental illness who are in need of a structured living environment. Residents are limited to those 18 years of age or over. These facilities were designed to provide long-term residential care with an overlay or coordination of mental health services.”

TOWN CONDITIONS OF ZONING APPROVAL 9/12/24

- Maximum 14 residents, per Town Code
- R-2 District 78-66 (1) I: Group home is a permitted use provided that any group home is not located within a radius of 1,000 feet of another existing group home.
- Contingent upon recording of plat to unify as one parcel, unifying by one address and functioning as one facility
- ACHA approval prior to BTR



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
 Serving Palm Beach County

Serving you.

Sec. 17-17 of PBC Ordinance No. 72-7.

No business tax receipt shall be issued until applicable county and state laws are complied with including, but not limited to, building, zoning, construction industry licensing, fire control and health.

www.pbctax.com

PBCTC Form 65

Item 12.

Application For Palm Beach County Local Business Tax Receipt

#1: BUSINESS INFORMATION (To be completed by applicant):

****Instructions & checklist on reverse side****

Check Applicable Box: New Business Transfer of Address Transfer of Ownership Business Name Change
 Home Based Business Other _____

Existing PBC LBTR # (if applicable): _____

Corporation/Business Name: Florida Oasis Bayberry LLC

Fictitious/DBA/Trade Name: Florida Oasis
Division of Corporations requires registration of a fictitious name. Submit copy of registration with this application.

Owner/Applicant Name: Jonathan Sobelman

Federal Employer ID #: 99-3727616 ****OR**** Social Security #: _____

Business Address: 717 Bayberry Drive City: Lake Park State: FL ZIP: 33403

Applicant/Business Start Date at Location: 6/27/2024 Business Phone Number: 561-249-1174

Mailing Address (if different above): _____ City: _____ State: _____ ZIP: _____

E-Mail address: jmsobelman@gmail.com

Nature of Business: Residential Treatment Facility ****OR**** Profession: _____
(Landscape, Cleaning Service, etc.) (Doctor, Lawyer, etc.)

Maximum Number of: Employees: 25 Machines: _____ Rooms: _____ Restaurant seating: _____

Were you issued a Notice of Non-Compliance? Yes No

I certify, under penalty of law, that the above information is true and correct, and I understand that any false statements could result in penalties as provided by law.

Signature: [Signature] Title: 8/20/24
(Agent, Owner, Rep.)

#2: PLEASE NOTE: ZONING APPROVAL MUST BE COMPLETED PRIOR TO APPLICATION SUBMITTAL ****See reverse side for details on zoning****

Municipal/ City Zoning Approval: _____ Title: _____
Additional Fees May Apply

Unincorporated Zoning Approval/ Planning Zoning & Building Approval: _____ Title: _____

PCN: _____ ePZB Application Number: _____ Date: _____

Control Number: _____ Resolution Number: _____

Use pursuant to the PBC ULDC Article 4 supplementary use standards: KJ Galenka

PZ&B - Check box if approval from department is required ****Regulator Signature required on line, when approval has been granted****

Zoning (U No.) _____ DATE 9/12/24 Fire Marshall _____
 Compliance _____ By: Planner Health Department _____
 Building _____ Hotel & Restaurant _____
 NAICS Code Town of Lake Park, Florida Prior Use of Bay/Bldg. _____
 Other _____ Cnty Home Base Affidavit _____

FOR TCO OFFICE USE ONLY

LBTR#/Account #: _____ State/County License Cert #: _____

CSS / SCSS: _____ Date: _____ Field Service Approval: _____

NAICS Code _____ TOTAL FEE DUE: \$ _____ Receipt #: _____



Local Zoning Form

8/20/24

Date

(This form is to be completed by the local zoning office and not by the facility applicant.)

TO: The Agency for Health Care Administration
Hospital and Outpatient Services Unit
2727 Mahan Drive, MS# 31
Tallahassee, FL 32308

Regarding: Facility Name Florida Oasis Bayberry
Street Address 717, 718, 721 Bayberry Drive
City, State, & Zip Lake Park FL 33403
Applicant's Name (owner) Jonathan Sobelman

The local zoning ordinances for the above street address have been reviewed. It has been determined that the street address listed above does does not permit the operation of a Level I or Level II Residential Treatment Facility (RTF).

Signature of Zoning Official Karen J Golonka
Printed Name of Official Karen J Golonka
Title Planner
Zoning Agency Name Town of Lake Park
Street Address 535 Park Ave.
City, State, Zip Code Lake Park, FL 33469

If available, please attach a copy of the local zoning ordinance referred to this form as verification the form was completed by

Karen J. Golonka
Planner

COMMUNITY DEVELOPMENT
DEPARTMENT
535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3320
Fax: (561) 881-3323

thea.myflorida.com/MCHQ/Health_Facility_Regulation/Hospital_Outpatient/residential.shtml

kgolonka@lakeparkflorida.gov



www.lakeparkflorida.gov

**Electronic Articles of Organization
For
Florida Limited Liability Company**

L24000286911
FILED 8:00 AM
June 25, 2024
Sec. Of State
fjeggleston

Article I

The name of the Limited Liability Company is:

FLORIDA OASIS BAYBERRY LLC

Article II

The street address of the principal office of the Limited Liability Company is:

717 BAYBERRY DRIVE
LAKE PARK, FL. US 33403

The mailing address of the Limited Liability Company is:

717 BAYBERRY DRIVE
LAKE PARK, FL. US 33403

Article III

The name and Florida street address of the registered agent is:

THE GALLO GROUP INC
1750 N UNIVERSITY DRIVE
210
CORAL SPRINGS, FL. 33071

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: MEG GALLO

Article IV

The name and address of person(s) authorized to manage LLC:

Title: MGR
JONATHAN SOBELMAN
431 SE 14TH AVE
POMPANO BEACH, FL. 33060 US

Title: MGR
KRISTY MATTSON
19862 MEADOWSIDE LANE
BOCA RATON, FL. 33498 US

L24000286911
FILED 8:00 AM
June 25, 2024
Sec. Of State
fjeggleston

Article V

The effective date for this Limited Liability Company shall be:

06/25/2024

Signature of member or an authorized representative

Electronic Signature: JONATHAN SOBELMAN

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.

APPLICATION FOR REGISTRATION OF FICTITIOUS NAME

REGISTRATION# G24000080457

Fictitious Name to be Registered: FLORIDA OASIS

Mailing Address of Business: 717 BAYBERRY DRIVE
LAKE PARK, FL 33403

Florida County of Principal Place of Business: MULTIPLE

FEI Number:

**FILED
Jul 03, 2024
Secretary of State**

Owner(s) of Fictitious Name:

FLORIDA OASIS BAYBERRY LLC
717 BAYBERRY DRIVE
LAKE PARK, FL 33403
Florida Document Number: L24000286911
FEI Number: 99-3727616

I the undersigned, being an owner in the above fictitious name, certify that the information indicated on this form is true and accurate. I further certify that the fictitious name to be registered has been advertised at least once in a newspaper as defined in Chapter 50, Florida Statutes, in the county where the principal place of business is located. I understand that the electronic signature below shall have the same legal effect as if made under oath and I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s. 817.155, Florida Statutes.

JONATHAN SOBELMAN

Electronic Signature(s)

07/03/2024

Date

Certificate of Status Requested ()

Certified Copy Requested ()

IRS DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 06-27-2024

Employer Identification Number:
99-3727616

Form: SS-4

Number of this notice: CP 575 A

FLORIDA OASIS BAYBERRY LLC
KRISTY MATTSON MBR
717 BAYBERRY DRIVE
LAKE PARK, FL 33403

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 99-3727616. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

Based on the information received from you or your representative, you must file the following forms by the dates shown.

Form 941	10/31/2024
Form 940	01/31/2025
Form 943	01/31/2025
Form 1065	03/15/2025

If you have questions about the forms or the due dates shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification (corporation, partnership, etc.) based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2020-1, 2020-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

IMPORTANT INFORMATION FOR S CORPORATION ELECTION:

If you intend to elect to file your return as a small business corporation, an election to file a Form 1120-S, U.S. Income Tax Return for an S Corporation, must be made within certain timeframes and the corporation must meet certain tests. All of this information is included in the instructions for Form 2553, *Election by a Small Business Corporation*.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

If you are required to deposit for employment taxes (Forms 941, 943, 940, 944, 945, CT-1, or 1042), excise taxes (Form 720), or income taxes (Form 1120), you will receive a Welcome Package shortly, which includes instructions for making your deposits electronically through the Electronic Federal Tax Payment System (EFTPS). A Personal Identification Number (PIN) for EFTPS will also be sent to you under separate cover. Please activate the PIN once you receive it, even if you have requested the services of a tax professional or representative. For more information about EFTPS, refer to Publication 966, *Electronic Choices to Pay All Your Federal Taxes*. If you need to make a deposit immediately, you will need to make arrangements with your Financial Institution to complete a wire transfer.

The IRS is committed to helping all taxpayers comply with their tax filing obligations. If you need help completing your returns or meeting your tax obligations, Authorized e-file Providers, such as Reporting Agents or other payroll service providers, are available to assist you. Visit www.irs.gov/mefbusproviders for a list of companies that offer IRS e-file for business products and services.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.
- * Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is FLOR. You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, *Safeguarding Taxpayer Data: A Guide for Your Business*.

You can get any of the forms or publications mentioned in this letter by visiting our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024
Originating Department: Special Events
Agenda Title: 2024 Vets Day Car Show Requests

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$930.00 **Funding Source:** Special Event Dept Budget
Account Number: 600-57235 **Finance Signature:** _____

Advertised:
Date: _____ **Newspaper:** _____

Attachments: 2024 Vets Day Car Show Facility Rental Application
2024 Vets Day Car Show Special Event Permit Application

Please initial one:
 Yes I have notified everyone
 Not applicable in this case

Summary Explanation/Background:

A special event permit application was submitted by Stefanie Scott as the organizer of the Vets Day Car Show. The permit application is proposing the annual event to be held in Kelsey Park on Sunday, November 10, 2024 from 9:00 am – 3:00 pm. Stefanie Scott is the wife of the original Vets Day Car Show organizer, Mike Scott who passed away in 2022. Stefanie is now working with the Town’s Special Events Department and is requesting that this event be co-sponsored by the Town of Lake Park. The Town has co-sponsored this event on an annual basis for several years. The event is an asset to the Town and the organizer is committed to continuing this partnership on an annual basis. Co-sponsoring would provide the organizer some relief on our Town application, facility rental and deposit and personnel fees. At this time, the organizer requests the following:

REQUESTED CATEGORY	VALUE (monetary or other)	TOTAL
<p align="center">Marketing Assistance</p> <ul style="list-style-type: none"> • Event flyer and information posted on the Town of Lake Park website (Special Events Department page and Town calendar) • Event flyer and information posted on the Town of Lake Park social media accounts 	No monetary value	N/A
<p align="center">Certificate of Insurance</p> <p>The organizers would like the Town to waive the requested Certificate of Insurance requirement for special event permits. This waiver would require the Town of Lake Park to take on the liability for the event.</p>	No monetary value unless a claim is received	No monetary value unless a claim is received
<p align="center">Security Deposit</p> <p>The organizer would like to have the Kelsey Park Refundable Security Deposit Fee waived.</p>	\$1,500.00	\$1,500.00 (Indirect Cost)
<p align="center">Rental Fee</p> <p>The organizer would like to have the Kelsey Park Rental Fee waived.</p>	\$600.00 flat rate rental fee \$42.00 tax	\$642.00 (Indirect Cost)
<p align="center">Application Fee</p> <p>The organizer would like to have the Special Event Permit Application Fee waived.</p>	\$50.00	\$50.00 (Indirect Cost)
<p align="center">Staff Fee</p> <p>The organizer would like to have the Staff Fee waived.</p>	\$30.00 per hour	\$300.00 (Direct Cost)
<p align="center">Public Works Department</p> <p>The organizer would like to have the Sanitation Service Fee from the Public Works Department waived. Sanitation Service – Delivery of (6) 95 gallon cans, with after-event emptying and disposal. (3) hours at \$35.00 per hour.</p>	\$35.00 per hour	\$105.00 (Direct Cost)
<p align="center">Public Works Department</p> <p>The organizer would like to have the Special Event Parking Set Up Fee from the Public Works Department waived.</p>	\$525.00 flat rate special event parking set up fee	\$525.00 (Direct Cost)
<p align="center"><u>TOTAL WAIVERS REQUESTED</u></p> <p align="center">Direct Costs - \$930.00 Indirect Costs - \$2,192.00</p>		

Recommended Motion: I move to accept the requests made by the organizer of the 2024 Vets Day Car Show.



Town of Lake Park Facility Rental Application

Date of Event: November 10, 2024

Time of Event: 9:00 AM to 3:00 PM

Set-up Time: 7:00 AM to 9:00 AM

Breakdown Time: 3:00 PM to 5:00 PM

Rental Facility

Town Hall: Mirror Ballroom

W. Ilex Park: Picnic Pavilion

Kelsey Park (West): Entire Park *(Requires Special Events Permit)* Gazebo

Kelsey Park (East): Entire Park *(Requires Special Events Permit)* Indoor Pavilion

Kelsey Park (East): Picnic Pavilions (North, South, Playground)

Purpose of Rental:

Annual Vets Day Car Show in Kelsey Park

Requests: Alcoholic Beverages Bounce House
 Special Events Permit Required

Contact Information:

Name: Stefanie Scott

Organization: _____

Address: 1411 SE Federal Highway, #118

Hobe Sound, FL 33455

Home: (____) _____ - _____ Cell: (772) 834 _____ - 8028

Work: (____) _____ - _____ E-mail: _____

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THE FACILITY RENTAL POLICY AGREEMENT.

Renter: _____ **Date** _____

Lake Park Staff: _____ **Date** _____



Facility Usage Agreement

This agreement, made the 5th day of September, 2024, by and between THE TOWN OF LAKE PARK, a Florida municipal corporation (Town) and Stefanie Scott (Renter).

Premises: Town leases to Renter and Renter leases from Town the Kelsey Park (west) (Facility Name)

Term: The hours of rental are from 7:00 AM until 5:00 PM on November 10, 2024 (Day/Date).

Security Deposit: Event organizer shall deposit with Town the sum of \$ 1,500.00 as security for the full and faithful performance by event organizer of all of event organizers obligations hereunder. The deposit shall be made at the time the reservation for the premise is made with Town. No interest shall be paid upon the security deposit nor shall Town be required to maintain said deposit in a segregated account. The security deposit shall not be considered prepaid rent. In the event that the event organizer shall default in the full and faithful performance of any of the terms hereof, then Town may, without notice, either retain the security deposit as liquidated damages, or Town may retain the same and apply it toward actual damages sustained by Town by reason of the default of the event organizer. If the event organizer fully and faithfully complies with all of the terms hereof, the security deposit or any balance thereof shall be returned to the event organizer within one month of the event.

Rental Rate: Event Organizer shall pay Town the rental sum of \$ _____, fourteen (14) business days prior to the event. Any payment made to the Town after the 14 days must be paid in cash only.

Leases and Assignments: Event Organizer shall not have the right to assign this agreement to any other person or entity.

Rules and Regulations: The rules and regulations included hereto shall be incorporated into and made a part of this agreement.

Indemnification: Renter shall, during the term of this agreement, fully protect, indemnify and hold Town harmless from any and all claims, demands, actions, suits, judgments, liabilities, losses, costs and expenses (including reasonable attorney’s fees and expenses) of every kind and character arising, or alleged to arise, out of or in connection with any injury to, or the death of, any person or any damage to or loss of any property in any manner growing out of or connected with, or alleged to grow out of or to be connected with, any act, omission, event, condition or casualty in connection with the business or profession conducted on the premises or the use or occupancy of the premises by Renter, his employees, agents, licensees or invitees, or causes by or resulting from, or alleged to be caused by or to result from, the negligence of other conduct of Renter, his employees, agents, licensees or invitees.

General Provisions:

Captions: The captions or titles to the various sections of this agreement are for convenience and ease of reference only and do not define, limit, augment or describe the scope, content or intent of this agreement or of any parts thereof.

Joint and Several Obligations: If event organizer consists of more than one person or entity, the obligation of all such persons is joint and several.

Situs: The agreement shall be constructed and interpreted according to the laws of the State of Florida.

In witness whereof, the parties have executed this Agreement, as evidence of their agreement to the information set out therein.

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THIS RENTAL AGREEMENT POLICY.

EVENT ORGANIZER: _____
(PRINT)

(SIGNATURE)

DATE: _____ / _____ / _____



FACILITY RENTAL INVOICE

NAME: Stefanie Scott
ADDRESS: 11411 SE Federal Highway, #118
 Hobe Sound, FL 33455
PHONE: 772-834-8028
EVENT DATE: Sunday, November 10, 2024
EVENT TIME: 8:00 AM TO 4:00 PM
SET-UP TIME: 7:00 AM TO 8:00 AM
BREAK DOWN TIME: 4:00 PM TO 5:00 PM
EVENT TYPE: Vets Day Car Show
LOCATION: Kelsey Park
of PEOPLE: 500

EVENT DETAILS		
CODE	COST BREAKDOWN	TOTAL
→	SECURITY DEPOSIT <i>(non-taxable, DUE IN FULL AT INCEPTION & REFUNDABLE)</i>	
DEPPV	Park Pavilions/Gazebos	
DEPMB	Mirror Ballroom	
DEPPK	Kelsey Park Rental East/West	\$1,500.00
→	RENTAL FEES <i>(7% Sales Tax applied)</i>	
RFRNT	Resident Fee \$ <input type="text"/> hrly x <input type="text"/> hrs	
RFRNT	Non-Resident Fee \$ <input type="text"/> hrly x <input type="text"/> hrs	
RFRNT	Flat Rate Rental Fee	\$600.00
RFRNT	Flat Rate Cleaning Fee	
RFTAX	Sales Tax 7% <i>(collected first on balance payment)</i>	\$42.00
RSCUR	Personnel Fee \$30.00 hrly x <input type="text" value="10"/> <i>(optional and NON-taxable)</i>	\$300.00
	TOTAL RENTAL FEES:	\$942.00
FACRENT	COMBINED TOTAL: <i>(security deposit + rental fees)</i> PARK pav/gaz BALLROOM KELSEY PARK	\$2,442.00

PAYMENT DETAILS		
first PAYMENT DATE:	INSTALLMENT DATE:	BALANCES & DUE DATE:
		YOUR FINAL PAYMENT IS DUE:
\$0.00		
\$0.00		
\$1,500.00		
For internal accounting purposes		
		\$0.00
		\$0.00
		\$600.00
		\$0.00
\$0.00	\$0.00	\$42.00
		\$300.00
\$0.00		
PAID TODAY:	PAID TODAY:	FINAL PAYMENT DUE:
\$1,500.00	\$0.00	\$942.00

NOTES: Your *final balance is due 14 days before the event.* If paying online, your invoice/reference # is:

THANK YOU AND ENJOY YOUR EVENT!



TOWN OF LAKE PARK
SPECIAL EVENTS DEPARTMENT
SPECIAL EVENT PERMIT APPLICATION

DATE/TIME RECEIVED:
**Riunite
Franks**
Digitally signed by Riunite Franks
DN: cn=Riunite Franks, o=Town of
Lake Park, ou=Special Events
Department,
email=rfranks@lakeparkflorida.gov
c=US
Date: 2024.09.05 15:25:37 -0400

For Events being held on Town Property, Town services may be requested for an additional fee(s). Please schedule a pre-submittal meeting with the Special Events Director at least 60 days in advance of your event by calling 561-840-0160.
This Application must be completed and submitted by the Event Organizer (“Applicant”)

If this Event requires a Town facility rental, please contact our Special Events Department at 561-840-0160 regarding the completion of the Facility Usage Application PRIOR to submitting this application.

Instructions:

This **completed** Special Event Permit Application and **all** relevant attachments must be submitted to the Special Events Department not less than **thirty (30) calendar days** prior to the date of the proposed Event. For events being proposed wholly or partially on Town Property, the deadline to submit is **sixty (60) calendar days** prior to the date of the proposed Event.

Application Fee Due and Payable Upon Submittal: \$100.00 (\$50.00 for individuals or Non-profit organizations). Note: Application Fees are Non-Refundable.

Non-Profit IRS Tax Identification Number (required if Applicant is a non-profit):

(If applicable)

Name of Applicant (i.e. Event Organizer):
Stefanie Scott

Name of Event:
2024 Vets Day Car Show

Address/Location of Event:
Kelsey Park - 601 US Highway 1, Lake Park, FL 3303

Are you interested in sponsorship from the Town of Lake Park? Yes No

Dates/Times of the event (as applicable):

	Date	Day	Begin Time	End Time
Event Day 1	November 10	Sunday	7:00	(X) AM () PM 5:00 () AM (X) PM
Event Day 2	_____	_____	_____	() AM () PM _____ () AM () PM
Event Day 3	_____	_____	_____	() AM () PM _____ () AM () PM
Event Day 4	_____	_____	_____	() AM () PM _____ () AM () PM
Event Day 5	_____	_____	_____	() AM () PM _____ () AM () PM
Event Day 6	_____	_____	_____	() AM () PM _____ () AM () PM

Additional Applicant Information:

Name: Stefanie Scott

Address: 11411 SE Federal Highway, #118

State/Zip Hobe Sound, FL 33455

CONTACT PHONE: 772-834-8028

Alternate Phone # _____

Fax: _____

E-mail: notthetypicallady@yahoo.com

Description and Purpose of the Event

Annual Vets Day Car Show held in Lake Park. Originally organized by the late Mike Scott.

Event requires a \$20.00 registration which is open to all early and late model vehicles. Trophies will be awarded in more than 20 classes, including the Mike Scott Memorial Award.

Estimated number of participants? 500

Has this event ever occurred in the Town of Lake Park? Yes X No _____

Has this site had a Special Event Permit this calendar year? Yes _____ No X

Will there be an admission fee for the Event? *If yes, how much?* Yes ___ (\$___) No X

535 PARK AVENUE, LAKE PARK, FLORIDA • Phone 561-881-3318 • Fax 561-881-3323
Special Event Permit Application
Revised: January 2023
Previous Editions Obsolete

****THE FOLLOWING SECTIONS MAY NOT APPLY TO
NON-COMMERCIAL EVENTS****

Will your event require road closure? Yes No

If YES, describe the requested street segment closure and time and provide a Traffic Circulation Plan prepared by a Traffic Engineer, including a detour signage plan. You are responsible for notifying affected businesses/entities, including Palm Tran, regarding affected routes:
(Initial to acknowledge statement)

EVENT COMPONENTS (Check the items that will be associated with your event.)

- Road closure - Outside lanes of Park Avenue
- Electric service hook-up required
- Water service hook-up required
- Sidewalks blocked
- Municipal park(s) prepared
- Booths or other temporary structures
- Parking lots to be partially or completely closed
- Food Vendors (Liquid Propane Gas Log)
- Town litter pick-up or street sweeping
- Tents (if yes, describe type and size 10x10)
- Barricades ordered
- Alcohol served
- Security/Law Enforcement
- Music, bands, DJ
- Rides or other amusements
- Animals
- Fireworks
- Bleachers
- Designated parking area
- Town Restroom (if yes, please describe Kelsey Park)
- Portable Restrooms (if yes, please describe _____)
- Dumpsters/Trash Receptacles
- Portable stage
- Other (e.g., bounce house, etc.)

EVENT VENDOR(S) LIST ALL NAMES (identify which ones are food trucks)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Will the event require the use of electricity? Yes X No

Will the event require water hook-up? Yes X No

*Will food and/or beverages be served? Yes X No

*Will the event have vendors or concession sales, including food? Yes X No

****If the answer to the above question is YES, the Applicant/Event Organizer is responsible for securing all respective Palm Beach County and State of Florida Health Certificates for food vendors, as well as copies of all other commercial vendor licenses.***

WILL THE EVENT INCLUDE FOOD TRUCKS? Yes No X

****If the answer to the above question is YES, all food trucks must have the proper State license, PBC Business Tax Receipt, and a current PBC Fire Rescue Safety Inspection Report. Copies of these documents must be provided to the Town no later than fourteen (14) calendar days prior to the event.***

For events on Town property, the Liquid Propane Gas tanks will be inspected the day of the event for leaks prior to operating any gas appliances. Applicants must provide staff with their LPG Log at each event to ensure proper safety measures have been followed.

For events on Town property, Applicants must also provide to the Town a Certificate of Insurance issued no more than thirty (30) days prior to the date of the event and naming the Town of Lake Park (and the CRA, if the event is taking place within the CRA area) as certificate holder and an additional insured with respect to commercial general liability. The required limits are \$1 million per occurrence and \$2 million aggregate. \$100,000 damage to rented premises must also be provided.

Applicants who are found to have attempted to circumvent this requirement by using another person/entity for the purposes of obtaining the required insurance coverage shall be barred from obtaining another special event permit within the Town for three years.

 SS
(Applicant initial to acknowledge statement)

The Applicant holds full responsibility and liability for its vendors.
(Initial to acknowledge statement)

**Will alcoholic beverages be served? Yes No X

*****If the answer to the above question is YES, additional liquor legal liability insurance usual to the insured's operations with a \$1million limit must be included on the Certificate of Insurance.***

***Are you proposing signage? Yes X No

******If the answer to the above question is YES, please fill out the Signage Permit Application available in the Community Development Department. An additional \$100.00 application fee is required for this signage application. This application will be deemed incomplete if signage is proposed and a signage application is not submitted.***

Will the event have an official “Flyer” and/or promotional materials? Yes X No _____
If yes, please provide a copy of the “Flyer”.

Please provide a sketch of the Special Event site including: Proposed location of parking, tent(s), concession stand(s), booth(s), stage(s), etc. OR provide an attachment:

SEE ATTACHED SITE PLAN

NOTE: Public parking spaces are on a first-come, first-serve basis, and may be metered depending on where your event is being held.

IF TENTS ARE BEING UTILIZED:

MAXIMUM ALLOWABLE TENT SIZE IS 35' X 45'.

For ALL tents larger than 10 ft. x 10 ft. (pop-up style), a *Certificate of Flame Resistance* is required and must accompany this Special Event Permit Application.

(All requirements imposed by any of the reviewing entities below, will be communicated to the Applicant early-on and must be secured no later than 14 calendar days in advance of the event, with verification provided to the Town prior to the issuance of the Special Events permit)

(FOR OFFICE USE ONLY)
SIGNATURES/APPROVALS:

Please Sign and Date

SPECIAL EVENTS DIRECTOR:

_____ DATE: _____

PUBLIC WORKS DIRECTOR:

_____ DATE: _____

MARINA DIRECTOR:

_____ DATE: _____

PALM BEACH COUNTY SHERIFF:

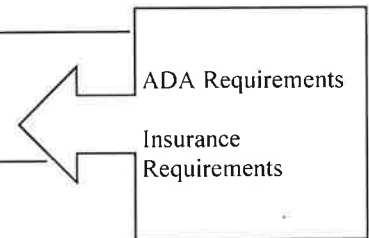
_____ DATE: _____

PALM BEACH COUNTY FIRE-RESCUE:

_____ DATE: _____

RISK MANAGEMENT:

_____ DATE: _____



COMMUNITY DEVELOPMENT DIRECTOR:

_____ DATE: _____

A copy will be provided to the Staff Member and/or Code Officer if on duty.

Additional Comments (reviewers may include attachments):

535 PARK AVENUE, LAKE PARK, FLORIDA • Phone 561-881-3318 • Fax 561-881-3323
Special Event Permit Application
Revised: January 2023
Previous Editions Obsolete

APPLICANT SIGNATURE: Stefanie Scott

APPLICANT PRINTED NAME: Stefanie Scott DATE: 9/5/24

PROPERTY OWNER: *(If Property Owner is not the Applicant)*

Riunite Franks - On behalf of the Town of Lake Park DATE: 9/5/24

PROPERTY OWNER PRINTED NAME:

Riunite Franks - On behalf of the Town of Lake Park DATE: 9/5/24



19th
Annual

Stefanie & Skylar Scott



VETS DAY SHOW

In Memory of "The Stripper"

Mike Scott

**Sunday, November 10th, 2024
9 AM - 3 PM**

Rain Date - November 17, 2024

**Kelsey 601 US Highway 1
Park Lake Park, FL**

**\$20 Registration CASH ONLY
No Pre Registration**

Open to all early and late model vehicles

**TOP 20 TROPHIES
Mike Scott Memorial Award**

**Food Truck on Site, Vendors
50/50 Drawing, Give Aways & More
FREE FOR SPECTATORS**

**For more info contact Stefanie Scott
772-834-8028 VetsDayShow@gmail.com**

**2024 VETS DAY CAR SHOW
NOVEMBER 10, 2024
EVENT REQUESTS**

1. The organizers of the Vets Day Car Show would like to request the following items from the Town of Lake Park Public Works Department:
 - Pick up and deliver 95 gallon garbage cans (round trips)
 - Empty extra 95 gallon garbage cans (after event)
 - Closure of outside lanes on Park Avenue to be used as parking for event attendees

2. The organizers of the Vets Day Car Show would like to request that the Town of Lake Park once again join the event as a Co-Sponsor that would allow for Town-related advertising. This includes the ability to advertise on the Town website, social media pages and to utilize the Town logo on event advertisements.

3. The organizers of the Vets Day Car Show would like to request that the Town of Lake Park waive the following fees:
 - Park Rental Refundable Security Deposit - \$1,500.00
 - Park Rental Fee - \$600.00 (rental) & \$42.00 (tax)
 - Park Rental Staff Fee - \$300.00
 - Special Event Permit Application Fee - \$50.00
 - Signage Permit Application Fee - \$100.00
 - Barricade, Sanitation and Lane Closure Fees from Public Works



Agenda Request Form

Meeting Date: October 16, 2024

Originating Department: Special Events

Agenda Title: Coastal Middle and High School Waiver Requests

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$150.00 **Funding Source:** Special Events Department Budget

Account Number: 600-14000 **Finance Signature:** _____

Advertised:
Date: _____ **Newspaper:** _____

Attachments: Coastal Middle & High School Facility Rental Application
Coastal Middle & High School Facility Rental Invoice

Please initial one:
 Yes I have notified everyone
 Not applicable in this case

Summary Explanation/Background:

On September 4, 2024 the Special Events Department received a Facility Rental Application from Coastal Middle and High School to rent the Mirror Ballroom for their prom on Thursday, April 18, 2025 from 7:00 PM – 11:00 PM. The owner of the school, Lisa Collum, has requested that the Town Commission waive the refundable security deposit and the staff fee.

<u>REQUESTED CATEGORY</u>	<u>VALUE</u> <u>(monetary or other)</u>	<u>TOTAL</u>
Facility Rental Refundable Security Deposit	\$500.00	\$500.00 (Indirect Cost)
Staff Fee	\$30.00 per hour	\$150.00 (Direct Cost)

Recommended Motion: I move to approve the requests made by Coastal Middle & High School for their prom on Thursday, April 18, 2025.



Town of Lake Park Facility Rental Application

Date of Event: April 18, 2025

Time of Event: 7:00pm to 11pm **10:00 pm**

Set-up Time: 4:00pm to 7:00pm

Breakdown Time: 11:00pm **10:00 pm** to 12:00pm **11:00 pm**

Rental Facility

- Town Hall: Mirror Ballroom
- W. Ilex Park: Picnic Pavilion
- Kelsey Park (West): Entire Park (Requires Special Events Permit) Gazebo
- Kelsey Park (East): Entire Park (Requires Special Events Permit) Indoor Pavilion
- Kelsey Park (East): Picnic Pavilions (North, South, Playground)

Purpose of Rental:

Coastal Middle and High School

Requests: Alcoholic Beverages Bounce House
 Special Events Permit Required

Contact Information:

Name: Alysha Cosby-Mosley

Organization: Coastal Middle and High School

Address: 730 5th Street
Lake Park FL 33401

Home: () - Cell: (661) 875 - 9208

Work: () - E-mail: amosley@coastalmiddleandhighschool.com

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THE FACILITY RENTAL POLICY AGREEMENT.

Renter: Alysha Cosby-Mosley Date 8-3-24

Lake Park Staff: Riunite Franks Date 9/4/24

Digitally signed by Riunite Franks
DN: cn=Riunite Franks, o=Town of Lake
Park, ou=Special Events Department,
email=rfranks@lakeparkflorida.gov,
c=US
Date: 2024.09.04 15:02:31 -0400



Facility Usage Agreement

This agreement, made the 3 day of September, 2025, by and between THE TOWN OF LAKE PARK, a Florida municipal corporation (Town) and Coastal Middle and High School (Renter).

Premises: Town leases to Renter and Renter leases from Town the Mirror Ballroom (Facility Name) 11:00 PM

Term: The hours of rental are from 4:00 until ~~12:00~~ on April 18 2025 (Day/Date).

Security Deposit: Event organizer shall deposit with Town the sum of \$ 500.00 as security for the full and faithful performance by event organizer of all of event organizers obligations hereunder. The deposit shall be made at the time the reservation for the premise is made with Town. No interest shall be paid upon the security deposit nor shall Town be required to maintain said deposit in a segregated account. The security deposit shall not be considered prepaid rent. In the event that the event organizer shall default in the full and faithful performance of any of the terms hereof, then Town may, without notice, either retain the security deposit as liquidated damages, or Town may retain the same and apply it toward actual damages sustained by Town by reason of the default of the event organizer. If the event organizer fully and faithfully complies with all of the terms hereof, the security deposit or any balance thereof shall be returned to the event organizer within one month of the event.

500.00

Rental Rate: Event Organizer shall pay Town the rental sum of \$ 0, fourteen (14) business days prior to the event. Any payment made to the Town after the 14 days must be paid in cash only.

Leases and Assignments: Event Organizer shall not have the right to assign this agreement to any other person or entity.

Rules and Regulations: The rules and regulations included hereto shall be incorporated into and made a part of this agreement.

Indemnification: Renter shall, during the term of this agreement, fully protect, indemnify and hold Town harmless from any and all claims, demands, actions, suits, judgments, liabilities, losses, costs and expenses (including reasonable attorney's fees and expenses) of every kind and character arising, or alleged to arise, out of or in connection with any injury to, or the death of, any person or any damage to or loss of any property in any manner growing out of or connected with, or alleged to grow out of or to be connected with, any act, omission, event, condition or casualty in connection with the business or profession conducted on the premises or the use or occupancy of the premises by Renter, his employees, agents, licensees or invitees, or causes by or resulting from, or alleged to be caused by or to result from, the negligence of other conduct of Renter, his employees, agents, licensees or invitees.

General Provisions:

Captions: The captions or titles to the various sections of this agreement are for convenience and ease of reference only and do not define, limit, augment or describe the scope, content or intent of this agreement or of any parts thereof.

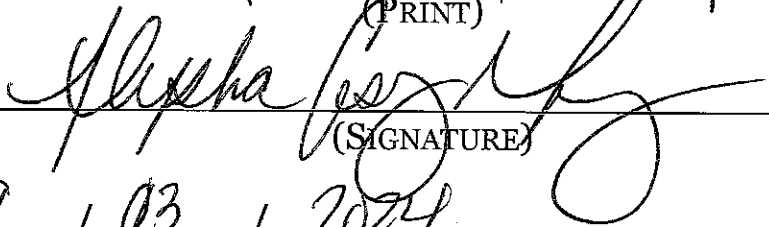
Joint and Several Obligations: If event organizer consists of more than one person or entity, the obligation of all such persons is joint and several.

Situs: The agreement shall be constructed and interpreted according to the laws of the State of Florida.

In witness whereof, the parties have executed this Agreement, as evidence of their agreement to the information set out therein.

I, THE UNDERSIGNED, HAVE READ AND UNDERSTAND EVERYTHING IN THIS RENTAL AGREEMENT POLICY.

EVENT ORGANIZER: Alysha Cosby-Mosley
(PRINT)


(SIGNATURE)

DATE: 09 / 03 / 2024



REVISED: FEBRUARY 2024



FACILITY RENTAL INVOICE

NAME: Coastal Middle & High School
ADDRESS: 730 5th Street
 Lake Park, FL 33403
PHONE: 561-875-9208
EVENT DATE: Thursday, April 18, 2025
EVENT TIME: 7:00 PM TO 10:00 PM
SET-UP TIME: 4:00 AM TO 7:00 PM
BREAK DOWN TIME: 10:00 PM TO 11:00 PM
EVENT TYPE: Prom
LOCATION: Mirror Ballroom
of PEOPLE: 100

EVENT DETAILS		
CODE	COST BREAKDOWN	TOTAL
→	SECURITY DEPOSIT <i>(non-taxable, DUE IN FULL AT INCEPTION & REFUNDABLE)</i>	
DEPPV	Park Pavilions/Gazebos	
DEPMB	Mirror Ballroom	\$500.00
DEPPK	Kelsey Park Rental East/West	
→	RENTAL FEES <i>(7% Sales Tax applied)</i>	
RFRNT	Resident Fee \$ <input type="text"/> hrly x <input type="text"/> hrs	
RFRNT	Non-Resident Fee \$ <input type="text"/> rly x <input type="text"/> rs	
RFRNT	Flat Rate Rental Fee	
RFRNT	Flat Rate Cleaning Fee	
RFTAX	Sales Tax 7% <i>(collected first on balance payment)</i>	\$0.00
RSCUR	Personnel Fee \$30.00 hrly x <input type="text" value="6"/> <i>(optional and NON-taxable)</i>	\$180.00
	TOTAL RENTAL FEES:	\$180.00
FACRENT	COMBINED TOTAL: <i>(security deposit + rental fees)</i> PARK pav/gaz BALLROOM KELSEY PARK	\$680.00

PAYMENT DETAILS		
first PAYMENT DATE:	INSTALLMENT DATE:	BALANCES & DUE DATE:
8/14/2024		YOUR FINAL PAYMENT IS DUE:
\$0.00		10/11/24
\$500.00		
\$0.00		
For internal accounting purposes		
		\$0.00
		\$0.00
		\$0.00
		\$0.00
\$0.00	\$0.00	\$0.00
		\$180.00
\$0.00		
PAID TODAY:	PAID TODAY:	FINAL PAYMENT DUE:
\$500.00	\$0.00	\$180.00

NOTES: Your *final balance* is due 14 days before the event. If paying online, your invoice/reference # is:

THANK YOU AND ENJOY YOUR EVENT!



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **October 16, 2024**

Agenda Item No.

Agenda Title: Discussion and Selection of a New Town Manager.

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS**
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager **Bambi McKibbon-Turner**

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: 2024.10.14 10:55:00 -04'00'

Laura Weidgans, Deputy Town Clerk
 Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: None
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 Lw Please initial one.

Summary: On September 21, 2024 interviews were held for the position of Town Manager. The Commission agreed to move to the next step in the process with 2 candidates which is the discussion and selection of the new Town Manager.



Please place X next to your selection for Lake Park Town Manager.

CANDIDATE		SELECT
	Gardner-Young, Caryn	
	Reade, Richard	

Please place X next to your name and sign as verification of your selection.

	Elected Official	Signature
	Mayor Michaud	
	Vice-Mayor Glas-Castro	
	Commissioner Hensley	
	Commissioner Taylor	
	Commissioner Thomas	

Date: _____

municipalities, and most taxing districts within Palm Beach County, with emergency response capabilities, are signatories of the SMAA.

Note: The Emergency Management Act, Chapter 252, Florida Statutes, provides each local government of the State with the authority to develop and enter into mutual aid agreements within the state for reciprocal emergency aid in case of emergencies too extensive to be dealt with unassisted. Such agreements ensure the timely reimbursement of costs incurred by the local governments that render the assistance.

The Agreement is for one (1) year and will be automatically renewed each year unless the Town provides written notice of termination.

Financial Impact:

The town must execute the new SMAA to be eligible for emergency management assistance from the State or reimbursement for Town services or resources shared during an event.

In the event of a disaster, expenses would be charged to the account established for the disaster, and reimbursement from FEMA would be sought if it was a declared disaster. Typically, FEMA funds 75% of eligible expenses, and the State contributes 12.5%, leaving the Town responsible for the remaining 12.5%. The Village will cover all costs if the disaster is not declared.

Recommended Motion:

Staff recommend the approval of the Statewide Mutual Aid Agreement.

RESOLUTION NO. 84-10-24**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE STATE OF FLORIDA EMERGENCY MANAGEMENT FOR STATEWIDE MUTUAL AID AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Florida Emergency Management Act, Chapter 252 (the Act), authorizes the state and its political subdivisions and municipal corporations to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, the Act also authorizes the Florida Division of Emergency Management to coordinate the provision of any equipment, services, or facilities owned or organized by the state or its political subdivisions and municipal corporations to use equipment, services or facilities in the affected area upon the request of the governing board of the area; and

WHEREAS, this resolution authorizes the request, provision, and receipt of inter-jurisdictional mutual assistance pursuant to the Act, among political subdivisions and municipal corporations within Florida.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:

Section 1. The Town Commission of the Town of Lake Park, Florida, agrees to the terms and conditions contained in the agreement proposed by the Florida Division of Emergency Management, a copy of which is attached hereto, and incorporated herein by reference. Further, the Town Commission hereby authorizes and directs that the mayor and Town Clerk execute and deliver said Agreement to the Florida Division of Emergency Management, along with a certified copy of this Resolution.

Section 2. This resolution shall take effect immediately upon its execution.



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Ron DeSantis, Governor

Kevin Guthrie, Executive Director

STATEWIDE MUTUAL AID AGREEMENT - 2023

This Agreement is an acknowledgment of receipt by the Florida Division of Emergency Management (“the Division”) and the local government (“Participating Party”) signing this Agreement. Execution of this agreement replaces all previous iterations and is active until a new agreement is drafted and requested by The Division.

This Agreement is based on the existence of the following conditions:

- A. The State of Florida is vulnerable to a wide range of emergencies and disasters that are likely to cause the disruption of essential services and the destruction of the infrastructure needed to deliver those services.
- B. Such emergencies and disasters often exceed the emergency response and recovery capabilities of any one county or local government.
- C. Such incidents may also give rise to unusual and unanticipated physical and technical needs which a local government cannot meet with existing resources, but that other local governments within the State of Florida may be able to provide.
- D. The Emergency Management Act, chapter 252, *Florida Statutes*, provides each local government of the state the authority to develop and enter into mutual aid agreements within the state for reciprocal emergency aid in case of emergencies too extensive to be dealt with unassisted, and through such agreements ensure the timely reimbursement of costs incurred by the local governments which render such assistance.
- E. Pursuant to chapter 252.32, *Florida Statutes*, the Division renders mutual aid among the political subdivisions of the state to carry out emergency management functions and responsibilities.
- F. Pursuant to chapter 252, *Florida Statutes*, the Division has the authority to coordinate and direct emergency management assistance between local governments and concentrate available resources where needed.

Based on the existence of the foregoing conditions, the Parties agree to the following articles:

ARTICLE I: DEFINITIONS

As used in this Agreement, the following expressions shall have the following meanings:

- A. The “Agreement” is this Agreement, which shall be referred to as the Statewide Mutual Aid Agreement (“SMAA”).



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- B. The “Division” is the Florida Division of Emergency Management.
- C. A “Requesting Party” to this Agreement is a Participating Party who requests assistance under this agreement.
- D. An “Assisting Party” to this Agreement is a Participating Party who provides assistance to a Requesting Party under this agreement.
- E. The “Period of Assistance” is the time during which an Assisting Party renders assistance to a Requesting Party under this agreement and includes the time necessary for the resources and personnel of the Assisting Party to travel to the place specified by the Requesting Party and the time necessary to return to their place of origin.
- F. A “Mission” is a documented emergency response activity performed during a Period of Assistance, usually in reference to one operational function or activity.
- G. A “local government” is any educational district, special district, or any entity that is a “local governmental entity” within the meaning of section 11.45(1)(g), *Florida Statutes*.
- H. An “educational district” is any school district within the meaning of section 1001.30, *Florida Statutes*, and any Florida College System Institution or State University within the meaning of section 1000.21, *Florida Statutes*.
- I. A “special district” is any local or regional governmental entity which is an independent special district within the meaning of section 189.012(3), *Florida Statutes*, established by local, special, or general act, or by rule, ordinance, resolution, or interlocal agreement.
- J. A “tribal council” is the respective governing bodies of the Seminole Tribe of Florida and Miccosukee Tribe of Indians recognized as special improvement district by section 285.18(1), *Florida Statutes*.
- K. An “interlocal agreement” is any agreement between local governments within the meaning of section 163.01(3)(a), *Florida Statutes*.
- L. A “Resource Support Agreement” as used in this Agreement refers to a supplemental agreement of support between a Requesting Party and an Assisting Party.
- M. “Proof of work” as used in this Agreement refers to original and authentic documentation of a single individual or group of individuals’ emergency response activity at a tactical level.



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- N. "Proof of payment" as used in this Agreement refers to original and authentic documentation of an emergency response expenditure made by an Assisting Party.
- O. A "Reimbursement Package" as used in this Agreement refers to a full account of mission response documentation supported by proof of work and proof of payment.
- P. Any expressions not assigned definitions elsewhere in this Agreement shall have the definitions assigned them by the Emergency Management Act, Chapter 252, *Florida Statutes*.

ARTICLE II: APPLICABILITY OF THE AGREEMENT

Any Participating Party, including the Division, may request assistance under this Agreement for a "major disaster" or "catastrophic disaster" as defined in section 252.34, *Florida Statutes*, minor disasters, and other such emergencies as lawfully determined by a Participating Party.

ARTICLE III: INVOCATION OF THE AGREEMENT

In the event of an emergency or anticipated emergency, a Participating Party may request assistance under this Agreement from any other Participating Party or the Division if, in the judgement of the Requesting Party, its own resources are inadequate to meet the needs of the emergency or disaster.

- A. Any request for assistance under this Agreement may be oral, but within five (5) calendar days must be confirmed in writing by the Requesting Party. All requests for assistance under this Agreement shall be transmitted by the Requesting Party to another Participating Party or the Division. If the Requesting Party transmits its request for Assistance directly to a Participating Party other than the Division, the Requesting Party and Assisting Party shall keep the Division advised of their activities.
- B. The Division shall relay any requests for assistance under this Agreement to such other Participating Parties as it may deem appropriate and coordinate the activities of the Assisting Parties to ensure timely assistance to the Requesting Party. All such activities shall be carried out in accordance with the State's Comprehensive Emergency Management Plan.

ARTICLE IV: RESPONSIBILITIES OF REQUESTING PARTIES

To the extent practicable, all Requesting Parties shall provide the following information to their respective county emergency management agency, the Division, and the intended Assisting Party or Parties. In providing such information, Requesting Parties should utilize Section I of the



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Resource Support Agreement (RSA) Form, available via the [Division approved documents SharePoint site](#)¹.

- A. A description of the Mission to be performed by the Assisting Party;
- B. A description of the resources and capabilities needed to complete the Mission successfully;
- C. The location, date, and time personnel and resources from the Assisting Party should arrive at the incident site, staging area, facility, or other location designated by the Requesting Party;
- D. A description of the health, safety, and working conditions expected for deploying personnel;
- E. Lodging and meal availability;
- F. Any logistical requirements;
- G. A description of any location or facility outside the territorial jurisdiction of the Requesting Party needed to stage incoming resources and personnel;
- H. The location date, and time for personnel of the Requesting Party to meet and receive the personnel and equipment of the Assisting Party; and
- I. A technical description of any communications equipment needed to ensure effective information sharing between the Requesting Party, any Assisting Parties, and all relevant responding entities.

ARTICLE V: RESPONSIBILITIES OF ASSISTING PARTIES

Each Party shall render assistance under this Agreement to any Requesting Party to the extent practicable that its personnel, equipment, resources, and capabilities can render assistance. If upon receiving a request for assistance under this Agreement a Party determines that it has the capacity to render some or all of such assistance, it shall provide the following information without delay to the Requesting Party, the Division, and the Assisting Party's County emergency management agency. In providing such information, the Assisting Party should utilize the Section II of the Resource Support Agreement (RSA) Form, available via the [Division approved documents SharePoint site](#).

¹ FDEM approved documents such as activity logs and mutual aid forms can be found at:
https://portal.floridadisaster.org/projects/FROC/FROC_Documents/Forms/AllItems.aspx?View=%7B6F3CF7BD%2DC0A4%2D4BE2%2DB809%2DC8009D7D0686%7D



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- A. A description of the personnel, equipment, supplies, services and capabilities it has available, together with a description of the qualifications of any skilled personnel;
- B. An estimate of the time such personnel, equipment, supplies, and services will continue to be available;
- C. An estimate of the time it will take to deliver such personnel, equipment, supplies, and services to the location(s) specified by the Requesting Party;
- D. A technical description of any communications and telecommunications equipment available for timely communications with the Requesting Party and other Assisting Parties;
- E. The names and contact information of all personnel whom the Assisting Party has designated as team leaders or supervisors; and
- F. An estimated cost for the provision of assistance.

ARTICLE VI: RENDITION OF ASSISTANCE

The Requesting Party shall afford the emergency response personnel of all Assisting Parties, while operating within the jurisdictional boundaries of the Requesting Party, the same powers, duties, rights, and privileges, except that of arrest unless specifically authorized by the Requesting Party, as are afforded the equivalent emergency response personnel of the Requesting Party. Emergency response personnel of the Assisting Party will remain under the command and control of the Assisting Party, but during the Period of Assistance, the resources and responding personnel of the Assisting Party will perform response activities under the operational and tactical control of the Requesting Party.

- A. Unless otherwise agreed upon between the Requesting and Assisting Party, the Requesting Party shall be responsible for providing food, water, and shelter to the personnel of the Assisting Party. For Missions performed in areas where there are insufficient resources to support responding personnel and equipment throughout the Period of Assistance, the Assisting Party shall, to the fullest extent practicable, provide their emergency response personnel with the equipment, fuel, supplies, and technical resources necessary to make them self-sufficient throughout the Period of Assistance. When requesting assistance, the Requesting Party may specify that Assisting Parties send only self-sufficient personnel and resources but must specify the length of time self-sufficiency should be maintained.



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- B. Unless the Requesting Party has specified the contrary, it shall, to the fullest extent practicable, coordinate all communications between its personnel and the responding personnel of the Assisting Parties, and shall determine and share the frequencies and other technical specifications of all communications equipment to be used, as appropriate, with the deployed personnel of the Assisting Parties.
- C. Personnel of the Assisting Party who render assistance under this Agreement shall receive the usual wages, salaries, and other compensation as are normally afforded to personnel for emergency response activities within their home jurisdiction, and shall have all the immunities, rights, interests, and privileges applicable to their normal employment. If personnel of the Assisting Party hold local licenses or certifications limited to the jurisdiction of issue, then the Requesting Party shall recognize and honor those licenses or certifications for the duration of the Period of Assistance.

ARTICLE VII: REIMBURSEMENT

After the Period of Assistance has ended, the Assisting Party shall have 45 days to develop a full reimbursement package for services rendered and resources supplied during the Period of Assistance. All expenses claimed to the Requesting Party must have been incurred in direct response to the emergency as requested by the Requesting Party and must be supported by proof of work and proof of payment.

To guide the proper documentation and accountability of expenses, the Assisting Party should utilize the Claim Summary Form, available via the [Division approved documents SharePoint site](#) as a guide and summary of expense to collect information to then be formally submitted for review by the Requesting Party.

To receive reimbursement for assistance provided under this agreement, the Assisting Party shall provide, at a minimum, the following supporting documentation to the Requesting Party unless otherwise agreed upon between the Requesting and Assisting Parties:

- A. A complete and authentic description of expenses incurred by the Assisting Party during the Period of Assistance;
- B. Copy of a current and valid Internal Revenue Service W-9 Form;
- C. Copies of all relevant payment and travel policies in effect during the Period of Assistance;
- D. Daily personnel activity logs demonstrating emergency response activities performed for all time claimed (for FDEM reimbursement Division approved activity logs will be required for personnel activity claims);



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- E. Official payroll and travel reimbursement records for all claimed personnel expenses;
- F. Neat and comprehensive fringe benefit calculations for each position class or category of claimed personnel;
- G. Written justification for all additional expenses/purchases incurred during the Period of Assistance;
- H. Proof of payment for additional/miscellaneous expenses incurred during the Period of Assistance
- I. Equipment activity logs demonstrating equipment use and operation in support of emergency response activities for all time claimed (for FDEM reimbursement Division approved forms will be required for equipment activity claims);
- J. Proof of reimbursement to all employees who incurred emergency response expenses with personal money;
- K. Justification for equipment repair expenses; and
- L. Copies of any applicable supporting agreements or contracts with justification.

If a dispute or disagreement regarding the eligibility of any expense arises, the Requesting Party, Assisting Party, or the Division may elect binding arbitration. If binding arbitration is elected, the Parties must select as an arbitrator any elected official of another Participating Party, or any other official of another Participating Party whose normal duties include emergency management, and the other Participating Party shall also select such an official as an arbitrator, and the arbitrators thus chosen shall select another such official as a third arbitrator.

The three (3) arbitrators shall convene by teleconference or videoconference within thirty (30) calendar days to consider any documents and any statements or arguments by the Division, the Requesting Party, or the Assisting Party concerning the protest, and shall render a decision in writing not later than ten (10) business days after the close of the hearing. The decision of a majority of the arbitrators shall bind the parties and shall be final.

If the Participating Parties do not elect binding arbitration, this agreement and any disputes arising thereunder shall be governed by the laws of the State of Florida and venue shall be in Leon County, Florida. Nothing in this Agreement shall be construed to create an employer-employee relationship or a partnership or joint venture between the participating parties. Furthermore, nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of section 768.28, Florida Statutes. Nothing herein shall be construed as consent by either Party to be sued by third parties.



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ARTICLE VIII: COST ELIGIBLE FOR REIMBURSEMENT

The costs incurred by the Assisting Party under this Agreement shall be reimbursed as needed to make the Assisting Party whole to the fullest extent practicable.

- A. Employees of the Assisting Party who render assistance under this Agreement shall be entitled to receive from the Assisting Party all their usual wages, salaries, and any and all other compensation for mobilization, hours worked, and demobilization. Such compensation shall include any and all contributions for insurance and retirement, and such employees shall continue to accumulate seniority at the usual rate. As between the employees and the Assisting Party, the employees shall have all the duties, responsibilities, immunities, rights, interests, and privileges incident to their usual employment. The Requesting Party shall reimburse the Assisting Party for these costs of employment.
- B. The costs of equipment supplied by the Assisting Party shall be reimbursed at the rental rate established in FEMA' s Schedule of Equipment, or at any other rental rate agreed to by the Requesting Party. In order to be eligible for reimbursement, equipment must be in actual operation performing eligible work. The labor costs of the operator are not included in the rates and should be approved separately from equipment costs. The Assisting Party shall pay for fuels, other consumable supplies, and repairs to its equipment as needed to keep the equipment in a state of operational readiness. Rent for the equipment shall be deemed to include the cost of fuel and other consumable supplies, maintenance, service, repairs, and ordinary wear and tear. With the consent of the Assisting Party, the Requesting Party may provide fuels, consumable supplies, maintenance, and repair services for such equipment at the site. In that event, the Requesting Party may deduct the actual costs of such fuels, consumable supplies, maintenance, and services from the total costs otherwise payable to the Assisting Party. If the equipment is damaged while in use under this Agreement and the Assisting Party receives payment for such damage under any contract of insurance, the Requesting Party may deduct such payment from any item or items billed by the Assisting Party for any of the costs for such damage that may otherwise be payable.
- C. The Requesting Party shall pay the total costs for the use and consumption of any and all consumable supplies delivered by the Assisting Party for the Requesting Party under this Agreement. In the case of perishable supplies, consumption shall be deemed to include normal deterioration, spoilage, and damage notwithstanding the exercise of reasonable care in its storage and use. Supplies remaining unused shall be returned to the Assisting Party in usable condition upon the close of the Period of Assistance, and the Requesting Party may deduct the cost of such returned supplies from the total costs billed by the Assisting Party for such supplies. If the Assisting Party agrees, the Requesting Party may also replace any and all used consumable supplies with like



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supplies in usable condition and of like grade, quality and quantity within the time allowed for reimbursement under this Agreement.

- D. The Assisting Party shall keep records to document all assistance rendered under this Agreement. Such records shall present information sufficient to meet the audit requirements specified in the regulations of FEMA and any applicable circulars issued by the State of Florida. Upon reasonable notice, the Assisting Party shall make its records available the Requesting Party for inspection or duplication between 8:00 a.m. and 5:00 p.m. on all weekdays, except for official holidays.

ARTICLE IX: INSURANCE

Each Participating Party shall determine for itself what insurance to procure, if any. With the exceptions in this Article, nothing in this Agreement shall be construed to require any Participating Party to procure insurance.

- A. Each Participating Party shall procure employers' insurance meeting the requirements of the Workers' Compensation Act, as amended, affording coverage for any of its employees who may be injured while performing any activities under the authority of this Agreement, and shall be provided to each Participating Party.
- B. Participating Parties may elects additional insurance affording liability coverage for any activities that may be performed under the authority of this Agreement .
- C. Subject to the limits of such liability insurance as any Participating Party may elect to procure, nothing in this Agreement shall be construed to waive, in whole or in part, any immunity any Participating Party may have in any judicial or quasi-judicial proceeding.
- D. Each Participating Party which renders assistance under this Agreement shall be deemed to stand in the relation of an independent contractor to all other Participating Parties and shall not be deemed to be the agent of any other Participating Party.
- E. Nothing in this Agreement shall be construed to relieve any Participating Party of liability for its own conduct and that of its employees.
- F. Nothing in this Agreement shall be construed to obligate any Participating Party to indemnify any other Participating Party from liability to third parties.



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Kevin Guthrie, Executive Director

ARTICLE X: GENERAL REQUIREMENTS

Notwithstanding anything to the contrary elsewhere in this Agreement, all Participating Parties shall be subject to the following requirements in the performance of this Agreement:

- A. All Participating Parties shall allow public access to all documents, papers, letters, or other materials subject to the requirements of the Public Records Act, as amended, and made or received by any Participating Party in conjunction with this Agreement.
- B. No Participating Party may hire employees in violation of the employment restrictions in the Immigration and Nationality Act, as amended.
- C. No costs reimbursed under this Agreement may be used directly or indirectly to influence legislation or any other official action by the Legislature of the State of Florida or any of its agencies.
- D. Any communication to the Division under this Agreement shall be sent via either email, the Division of Emergency Managements Enterprise System (DEMES), or mail to the Response Bureau, Florida Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100.
- E. Any communication to a Participating Party shall be sent to the official or officials specified by that Participating Party. For the purpose of this section, any such communication may be sent by the U.S. Mail, e-mail, or other electronic platforms.

ARTICLE XI: EFFECTS OF AGREEMENT

Upon its execution by a Participating Party, this Agreement shall have the following effect with respect to that Participating Party:

- A. The execution of this Agreement by any Participating Party which is a signatory to the Statewide Mutual Aid Agreement of 1994 shall terminate the rights, interests, duties, responsibilities, and obligations of that Participating Party under the Statewide Mutual Aid Agreement of 1994, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under the Statewide Mutual Aid Agreement of 1994, regardless of whether such costs are billed or unbilled.
- B. The execution of this Agreement by any Participating Party which is a signatory to the Public Works Mutual Aid Agreement shall terminate the rights, interests, duties, responsibilities and obligations of that Participating Party under the Public Works Mutual Aid Agreement, but such termination shall not affect the liability of the Participating Party for the reimbursement of any costs due under the Public Works Mutual Aid Agreement,



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regardless of whether such costs are billed or unbilled.

- C. Upon the activation of this Agreement by the Requesting Party, this Agreement shall supersede any other existing agreement between it and any Assisting Party to the extent that the former may be inconsistent with the latter.
- D. Upon its execution by any Participating Party, this Agreement will continue in effect for one (1) year from its date of execution by that Participating Party, and it shall automatically renew each year after its execution, unless within sixty (60) calendar days before the renewal date the Participating Party notifies the Division, in writing, of its intent to withdraw from the Agreement.
- E. The Division shall transmit any amendment to this Agreement by sending the amendment to all Participating Parties not later than five (5) business days after its execution by the Division. Such amendment shall take effect not later than sixty (60) calendar days after the date of its execution by the Division and shall then be binding on all Participating Parties. Notwithstanding the preceding sentence, any Participating Party who objects to the amendment may withdraw from the Agreement by notifying the Division in writing of its intent to do so within that time in accordance with section F of this Article.
- F. A Participating Party may rescind this Agreement at will after providing the other Participating Party a written SMAA withdrawal notice. Such notice shall be provided at least 30 days prior to the date of withdrawal. This 30-day withdrawal notice must be: written, signed by an appropriate authority, duly authorized on the official letterhead of the Participating Party, and must be sent via email, the Division of Emergency Managements Enterprise System (DEMES), or certified mail.

ARTICLE XII: INTERPRETATION AND APPLICATION OF AGREEMENT

The interpretation and application of this Agreement shall be governed by the following conditions:

- A. The obligations and conditions resting upon the Participating Parties under this Agreement are not independent, but dependent.
- B. Time shall be of the essence of this Agreement, and of the performance of all conditions, obligations, duties, responsibilities, and promises under it.
- C. This Agreement states all the conditions, obligations, duties, responsibilities, and promises of the Participating Parties with respect to the subject of this Agreement, and there are no conditions, obligations, duties, responsibilities, or promises other than those expressed in this Agreement.



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



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Ron DeSantis, Governor

Kevin Guthrie, Executive Director

- D. If any sentence, clause, phrase, or other portion of this Agreement is ruled unenforceable or invalid, every other sentence, clause, phrase, or other portion of the Agreement shall remain in full force and effect, it being the intent of the Division and the other Participating Parties that every portion of the Agreement shall be severable from every other portion to the fullest extent practicable. The Division reserves the right, at its sole and absolute discretion, to change, modify, add, or remove portions of any sentence, clause, phrase, or other portion of this Agreement that conflicts with state law, regulation, or policy. If the change is minor, the Division will notify the Participating Party of the change and such changes will become effective immediately; therefore, please check these terms periodically for changes. If the change is substantive, the Participating Parties may be required to execute the Agreement with the adopted changes. Any continued or subsequent use of this Agreement following the posting of minor changes to this Agreement shall signify implied acceptance of such changes.
- E. The waiver of any obligation or condition in this Agreement by a Participating Party shall not be construed as a waiver of any other obligation or condition in this Agreement.

NOTE: This iteration of the State of Florida Statewide Mutual Aid Agreement will replace all previous versions.

The Division shall provide reimbursement to Assisting Parties in accordance with the terms and conditions set forth in this Article for missions performed at the direct request of the Division. Division reimbursement eligible expenses must be in direct response to the emergency as requested by the State of Florida. All required cost estimations and claims must be executed through the DEMES Mutual Aid Portal and assisting agencies must use all required [FDEM forms](#) for documentation and cost verification. If a Requesting Party has not forwarded a request through the Division, or if an Assisting Party has rendered assistance without being requested to do so by the Division, the Division shall not be liable for the costs of any such assistance.

FDEM reserves the right to deny individual reimbursement requests if deemed to not be in direct response to the incident for which asset was requested.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement on the date specified below:



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



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Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A COUNTY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:
CLERK OF THE CIRCUIT COURT

BOARD OF COUNTY COMMISSIONERS
OF _____ COUNTY,
STATE OF FLORIDA

By: _____

Clerk or Deputy Clerk

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

County Attorney



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A CITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:
CITY CLERK

CITY OF _____
STATE OF FLORIDA

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Approved as to Form:

By: _____

City Attorney



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A COUNTY SHERIFF'S OFFICE

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

COUNTY SHERIFF'S OFFICE, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for Entity



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A COUNTY OR CITY FIRE DEPARTMENT/DISTRICT OFFICE

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

COUNTY OR CITY FIRE DEPARTMENT/DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for Entity



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY AN EDUCATIONAL DISTRICT

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____ SCHOOL DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for District



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY STATE COLLEGE, COMMUNITY COLLEGE OR STATE UNIVERSITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:

BOARD OF TRUSTEES
OF _____
STATE COLLEGE, COMMUNITY
COLLEGE, or STATE OF FLORIDA

BOARD OF TRUSTEES
OF _____
UNIVERISTY,
STATE OF FLORIDA

By: _____

Clerk

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

Attorney for Board



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A SPECIAL DISTRICT

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

_____ SPECIAL DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for District



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY AN AUTHORITY

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:

BOARD OF TRUSTEES
OF _____
AUTHORITY,
STATE OF FLORIDA

By: _____

Clerk

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

Attorney for Board



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A NATIVE AMERICAN TRIBE

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

ATTEST:

TRIBAL COUNCIL OF THE
_____ TRIBE OF FLORIDA

By: _____

Council Clerk

By: _____

Chairman

Date: _____

Approved as to Form:

By: _____

Attorney for Council



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

FOR ADOPTION BY A COMMUNITY DEVELOPMENT DISTRICT

STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT

By: _____ Date: _____

Kevin Guthrie, Executive Director or
Ian Guidicelli, Authorized Designee

COMMUNITY DEVELOPMENT DISTRICT, STATE OF FLORIDA

By: _____ By: _____

Title: _____ Title: _____

Date: _____

Approved as to Form:

By: _____

Attorney for District



STATE OF FLORIDA DIVISION OF EMERGENCY MANAGEMENT



Item 16.

Ron DeSantis, Governor

Kevin Guthrie, Executive Director

SAMPLE AUTHORIZING RESOLUTION FOR ADOPTION OF STATEWIDE MUTUAL AID AGREEMENT

RESOLUTION NO. _____

WHEREAS, the State of Florida Emergency Management Act, Chapter 252, authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon the request of the duly constituted authority of the area; and

WHEREAS this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Chapter 252, among political subdivisions within the State; and

NOW, THEREFORE, be it resolved by _____

_____ that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Statewide Mutual Aid Agreement which is attached hereto and incorporated by reference.

ADOPTED BY: _____

DATE: _____

I certify that the foregoing is an accurate copy of the Resolution adopted by

_____ on _____.

BY: _____

TITLE: _____

DATE: _____



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024

Originating Department: Public Works

Agenda Title: Bert Bostrom Excess Fill

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/Human Resources
Director, email=btturner@lakeparkflorida.gov, c=US
Date: 2024.10.04 12:20:16 -04'00'

Cost of Item: _____ **Funding Source:** _____

Account Number: _____ **Finance Signature:** _____

Advertised:
Date: N/A **Newspaper:** _____

Attachments: ARF- Bert Bostrom Excess Fill

Please initial one:

_____ Yes, I have notified everyone.
JM Not applicable in this case.

Summary Explanation/Background:

The Bert Bostrom General Improvements project will generate approximately 8,000 cubic yards of excess fill. Depending on the decision, this fill can be utilized for Town projects or hauled away.

We had initially proposed using this fill on-site to construct a building pad for the future community center; however, we have we seek direction on this matter.

As we begin earthwork at the Bert Bostrom ball fields, excavation operations are expected to commence within the next few weeks. To proceed efficiently, we need clarification on the following points:

- Does the Town wish to use the fill on-site for future projects?
- Utilizing the fill on-site would mean losing the use of the existing ball fields, as they are the proposed location for the future community center.

Whether we keep the fill or not, we recommend removing the outfield fencing from the current ball

fields and incorporating this area into the overall sports field layout. A decision on this change in land use is needed.

Recommended Motion:

The Department of Public Works recommends using this fill on-site to construct a building pad for the future community center or any other Town project.



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 expects approximately 9,000 to 10,000 yards of excess fill from the Bert Bostrom Park stormwater project.
2. The current agreement calls for 5,000 cy of fill to be delivered to the town's 12 Street maintenance yard for undetermined future use.
3. The decision is to **RETAIN** or **DISPOSE** the remaining project fill material and retain it *for possible use at the proposed Community Center.*



Proposed Future Community Center

OPTION #1: Use Excess Fill for Community Center Building Pad:

1. Place 5,000 cy of fill at the 12th Street maintenance yard.
2. Use the remaining fill to start a building pad for the proposed community center project.
 - This remaining excess fill would be spread over the proposed community center project area.
 - Sod & irrigated filled area to provide for a useable park area until further project development.
3. The Town will lose the use of the baseball field area (the ballfield outfield fence will be removed)
4. Retaining the additional 5,000 cy would save the Town approximately \$75,000.00



No Current Plans for a Community Center, but Convert Baseball to a

OPTION #2: Field Have the Contractor dispose of excess fill off-site:

1. Place 5,000 cy of fill at the 12th Street maintenance yard
2. Have the contractor remove the remaining fill material off-site
3. **Remove baseball field and outfield fence; grade and sod as additional sports field area**
4. This will cost the Town \$0.00.

Note: This scope of work is part of the current contract agreement.



No Community Center, Retain Baseball

Area

OPTION #3: Have the Contractor dispose of excess fill off-site:

1. Place 5,000 cy of fill at the 12th Street maintenance yard
2. Have the contractor remove the remaining fill material off-site.
3. Retain the existing baseball field area with new grass and clay infield.
4. This will cost the Town \$0.00.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **October 16, 2024**

Agenda Item No.

Agenda Title: Updating the Position Titles, Job Codes and Pay Plan to Reflect the 3 Percent Cost of Living Increase for Town Employees

- SPECIAL PRESENTATION/REPORTS
 - BOARD APPOINTMENT
 - PUBLIC HEARING ORDINANCE ON FIRST READING
 - NEW BUSINESS**
 - OTHER: _____
- CONSENT AGENDA
 - OLD BUSINESS

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/
Human Resources Director,
email=bturner@lakeparkflorida.gov, c=US
Date: 2024.10.11 12:15:29 -04'00'

Name/Title: *Bambi McKibbon-Turner, Assistant Town Manager/Human Resources Director*

Originating Department: Human Resources	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	<u>Attachments:</u> Proposed Position Titles, Job Codes and Pay Plan for Fiscal Year 2025 Pay Plan
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 <u>BMT</u> Please initial one.

Summary Explanation/Background:

As set forth in the approved Fiscal Year 2025 budget, the Town's general (non-union) employees have received a 3 percent cost-of-living increase effective October 1, 2024. Those employees whose positions are covered by the Collective Bargaining Agreement will receive the 3 percent cost-of-living increase retroactive to October 1, 2024 when the Collective Bargaining Agreement has been ratified and approved by the Town Commission.

Historically, the minimum and maximum pay ranges set forth in the Position Titles, Job Codes and Pay Plan have been increased to coincide with the cost-of-living increases to avoid possible salary compression issues. Section 1.1 of the Handbook of Procedures and Policies for Employees of the Town of Lake Park (Employee Handbook) provides that the Human Resources Department shall maintain a uniform classification system which shall consist of Town-approved position classifications and a listing of position titles, job codes and pay plan. Such uniform classification system consisting of the Position Titles, Job Codes and Pay Plan shall be updated from time to time as needed by action of the Town Commission.

The purpose of this agenda item is to request approval by the Town Commission to update the minimum and maximum pay ranges set forth in the Position Titles, Job Codes and Pay Plan for non-union positions by increasing them by 3 percent to coincide with the cost-of-living increases for Fiscal Year 2025.

Updating the Wage Scale for positions covered by the Collective Bargaining Agreement will be addressed when this agreement is ratified and approved by the Town Commission.

Recommended Motion: I move to update the minimum and maximum pay ranges set forth in the Position Titles, Job Codes and Pay Plan for non-union positions by increasing them by 3 percent to coincide with the cost-of-living increases for Fiscal Year 2025.

**TOWN OF LAKE PARK
POSITION TITLES AND PAY CODES**

Item 18.

Grade	E/NE	NON-UNION POSITION TITLES	MINIMUM FY2025		MAXIMUM FY2025	
			PER YEAR	PER HR	PER YEAR	PER HR
Department: Town Manager						
200	E	Town Manager	Contract Employee		Contract Employee	
70	NE	Executive Assistant	49,618.65	23.86	79,389.84	38.17
Department: Human Resources						
180	E	Asst Town Manager /Director - Human Resources	130,298.00	62.64	208,476.79	100.23
70	NE	Executive Assistant	49,618.65	23.86	79,389.84	38.17
Department: Town Clerk						
170	E	Town Clerk	118,452.72	56.95	189,524.36	91.12
90	NE	Deputy Town Clerk	56,808.39	27.31	90,893.42	43.70
Department: Communications & Grants						
170	E	Grants Writer/Chief Public Information Officer	118,452.72	56.95	189,524.36	91.12
90	NE	Marketing Specialist	56,808.39	27.31	90,893.42	43.70
Department: Information Technology						
150	E	Director - Information Technology	97,894.81	47.06	156,631.70	75.30
		IT Help Desk Technician	-	-	-	-
Department: Finance						
170	E	Director - Finance	118,452.72	56.95	189,524.36	91.12
140	E	Assistant Finance Director	88,995.28	42.79	142,392.46	68.46
100	E	Accountant, Senior	60,784.98	29.22	97,255.96	46.76
80	E	Accountant	53,091.95	25.52	84,947.12	40.84
50	NE	Accounting Technician	43,338.85	20.84	69,342.16	33.34
	NE	Receptionist/Cashier	-	-	-	-
Department: Public Works						
170	E	Director - Public Works	118,452.72	56.95	189,524.36	91.12
140	E	Manager - Capital Projects	88,995.28	42.79	142,392.46	68.46
100	E	Operations Manager	60,784.98	29.22	97,255.96	46.76
70	NE	Executive Assistant	49,618.65	23.86	79,389.84	38.17
40	NE	Administrative Assistant	40,503.60	19.47	64,805.75	31.16
Department: Community Development						
170	E	Director - Community Development	118,452.72	56.95	189,524.36	91.12
100	E	Planner	60,784.98	29.22	97,255.96	46.76
70	NE	Code Compliance Officer	49,618.65	23.86	79,389.84	38.17
70	NE	Executive Assistant	49,618.65	23.86	79,389.84	38.17
40	NE	Community Development Technician	40,503.60	19.47	64,805.75	31.16
Department: Special Events						
140	E	Director - Special Events	88,995.28	42.79	142,392.46	68.46
80	E	Recreation Supervisor	53,091.95	25.52	84,947.12	40.84
50	NE	Events Coordinator	43,338.85	20.84	69,342.16	33.34
10	NE	Camp Counselor (Seasonal)	33,063.00	15.90	52,900.80	25.43
Department: Library						
150	E	Director - Library	97,894.81	47.06	156,631.70	75.30
130	E	Assistant Director - Library	80,904.80	38.90	129,447.69	62.23
80	E	Librarian	53,091.95	25.52	84,947.12	40.84
50	NE	Senior Library Assistant	43,338.85	20.84	69,342.16	33.34
10	NE	Library Assistant	33,063.00	15.90	52,900.80	25.43
10	NE	Library Assistant, Children's	33,063.00	15.90	52,900.80	25.43
Department: Marina						
110	E	Dockmaster	66,863.47	32.15	106,981.56	51.43
170	E	Director - Marina	118,452.72	56.95	189,524.36	91.12

TOWN OF LAKE PARK
POSITION TITLES AND PAY CODES

Item 18.

				MINIMUM FY2025		MAXIMUM FY2025	
				PER YEAR	PER HR	PER YEAR	PER HR
Department: Public Works							
40	NE	Facilities Maintenance Worker I	**	40,503.60	19.47	64,805.75	31.16
70	NE	Facilities Maintenance Worker II	**	49,618.65	23.86	79,389.84	38.17
90	NE	Foreman - General Infrastructure	**	56,808.39	27.31	90,893.42	43.70
90	NE	Foreman - Grounds Maintenance	**	56,808.39	27.31	90,893.42	43.70
90	NE	Foreman - Sanitation	**	56,808.39	27.31	90,893.42	43.70
90	NE	Foreman - Vehicle Maintenance	**	56,808.39	27.31	90,893.42	43.70
20	NE	Groundskeeper	**	35,377.41	17.01	56,603.86	27.21
40	NE	Groundskeeper, Lead	**	40,503.60	19.47	64,805.75	31.16
50	NE	Irrigation Technician	**	43,338.85	20.84	69,342.16	33.34
40	NE	Maintenance Worker	**	40,503.60	19.47	64,805.75	31.16
60	NE	Mechanic	**	46,372.57	22.29	74,196.11	35.67
30	NE	Sanitation Truck Operator Trainee	**	37,853.83	18.20	60,566.13	29.12
40	NE	Sanitation Truck Operator I	**	40,503.60	19.47	64,805.75	31.16
60	NE	Sanitation Truck Operator II	**	46,372.57	22.29	74,196.11	35.67
60	NE	Stormwater Infrastructure Manager	**	46,372.57	22.29	74,196.11	35.67
40	NE	Stormwater Technician I	**	40,503.60	19.47	64,805.75	31.16
60	NE	Stormwater Technician II	**	46,372.57	22.29	74,196.11	35.67
Department: Marina							
40	NE	Dock Attendant	**	40,503.60	19.47	64,805.75	31.16
70	NE	Marina Maintenance Worker II	**	49,618.65	23.86	79,389.84	38.17

E = Exempt Position
NE = Non-exempt Position
**** = Bargaining Unit Position**



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 16, 2024

Agenda Item No.

Agenda Title: Request from the Lake Park Society for the Advancement of Civic Engagement (SACE) to Partner with the Town of Lake Park To Help Port St. Lucie Victims of Hurricane Milton

- SPECIAL PRESENTATION/REPORTS
 - BOARD APPOINTMENT
 - PUBLIC HEARING ORDINANCE ON FIRST READING
 - NEW BUSINESS**
 - OTHER: _____
- CONSENT AGENDA
 - OLD BUSINESS

Approved by Town Manager Bambi McKibbon-Turner *Draft*

Digitally signed by Bambi McKibbon-Turner
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, ou=Assistant Town Manager/ Human Resources Director,
email=bturner@lakeparkflorida.gov, c=US
Date: 2024.10.16 10:50:45 -04'00'

Name/Title: *Bambi McKibbon-Turner, Assistant Town Manager/ Human Resources Director*

Originating Department: Town Manager	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	<u>Attachments:</u> 10/14/2024 Letter from SACE
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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>BMT</u> OR Not applicable in this case ____ Please initial one.

Summary Explanation/Background:

The Lake Park Society for the Advancement of Civic Engagement (SACE) met with staff on Monday evening of this week to advise the Town of its mission to work with the Town of Lake Park to help some of the residents in Port St. Lucie who recently suffered under Hurricane Milton. Attached is a copy of the October 14, 2024 which describes a possible partnership with the Town for the purpose of helping the residents of Port St. Lucie. SACE has requested this emergency agenda item.

Recommended Motion: For discussion and to provide direction to staff on how to proceed.



LAKE PARK SOCIETY
for the
ADVANCEMENT OF CIVIC ENGAGEMENT

October 14, 2024

Ms. Bambi McKibbon-Turner
Interim Town Manager/Human Resources Director
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

Dear Bambi:

Thank you so much for meeting with us earlier today to discuss the role and contribution of the Town of Lake Park in a joint effort between us, to raise awareness for donations and assist with the financing and logistics of helping some of the residents in Port St. Lucie, who recently suffered under Hurricane Milton. You have asked us to quantify and explain our mission to propose we work together to help our neighbors to the North.

The Lake Park Society for the Advancement of Civic Engagement (Lake Park SACE) is a private nonprofit organized under the 501 c (3) federal tax status. We hold all the necessary credentials from Palm Beach County, the Town of Lake Park, the State Department of Agriculture (for fundraising purposes), and maintain a business bank account here in Lake Park. As a quick background about Lake Park SACE:

Civic engagement may be strategized into three categories: civic, electoral and political voices. The values of the Society shall include but not limited to the essential elements of representative democracy. In specific terms this will include non-denominational and nonpartisan participation, respect for human rights and fundamental freedoms; holding free and fair elections; a pluralistic system of political parties and organizations; separation of powers; independence of the branches of government, and transparency and accountability at all levels of town business affairs.

Today's Request: Lake Park SACE would like to propose a mission-driven partnership around helping the residents of Port St. Lucie after Hurricane Milton. We wish you to immediately

consider a first level leadership role and contribution in this effort, so we can help you realize our mutual objectives.

First, as early as this Town Commission meeting of October 16, 2024, we hope you will create an agenda item tonight to discuss the first of two phases in actualizing sending donations.

Phase 1: a) effective immediately we seek to have you create a public awareness campaign via all your social and hard media outlets. You would inform our residents and friends that the Town of Lake Park wishes to provide some relief to the stricken residents of Port St. Lucie. Your effort will immediately raise the consciousness of Lake Park residents and friends to consider donations. We will immediately identify the specifics of donations needed. We know today the needs are for:

- | | |
|----------------------------|--|
| Non-perishable products | Feminine products |
| Canned goods | First aid supplies (pain pills, band aids, etc.) |
| Baby formula/diapers/wipes | Sunscreen |
| Dog and Cat Food | Kitty Litter |
| Water or sports drinks | Non-expired products |

b) Then, we hope you will make space available on Town property for donations to be dropped off and safely stored. PBSO may play a part in this aspect. Finally tonight, c) we hope you will consider having the Town accept financial contributions for people to mail in or drop off. Checks would be made payable to Lake Park SACE, and housed by you for our periodic deposits. We are aware that the Town is not able to participate in that function.

Our Next Town Commission Meeting Request: November 6, 2024

Momentum will build for the next few weeks for a call for donations, led by you and supported by Lake Park SACE. Area businesses may want to help the Town’s efforts. **Phase 2:** a) We ask the Town Commissioners put this relief effort on the next agenda of the Town Commission Meeting of November 6th. We ask that the Commissions consider the source and amount of financial funding the Town is willing to approve. At a minimum, maybe you would consider matching the donations we receive as Lake Park SACE, up to say \$5000 or so in real money. At that meeting, all financial contributions by the Town through its discretionary or grant sources could be identified and a motion entered to supplement your public awareness efforts with some financial support.

In our vision, this being a Town of Lake Park lead function, the relationships you enjoy with entities like the Treasure Coast League of Cities, or Palm Beach County League may be helpful, inviting other municipalities to join us.

Lake Park SACE would assist in a) public awareness, b) securing appropriate transportation to Port St. Lucie and its designated drop off point, c) provide a driver there as necessary, d) collect,

deposit, and be held accountable for all financial transactions related to financial donations for this effort, and e) issue an After-Action Report on the success and challenges of our mutual mission.

We are available at any time to discuss this initiative further, always driven by the time-sensitive nature of the suffering of our neighbors. We do much appreciate your considering the best of civic engagement, when both residents and their elected representatives can get together to do the right thing.

Sincerely,

Rafael Moscoso, President

John Linden, Vice President

Michael Steinhauer, Secretary/Treasurer

Marie Lourdes-Rosemberg, Director