



Lake Park Town Commission, Florida

Special Called Community Redevelopment Agency

Meeting Agenda

Wednesday, September 17, 2025 at 6:30 PM

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

Roger Michaud	—	Chair
Michael Hensley	—	Vice-Chair
John Linden	—	Agency Member
Michael O'Rourke	—	Agency Member
Judith Thomas	—	Agency Member
Vacant	—	Agency Member
Vacant	—	Agency Member
Richard J. Reade	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, MMC	—	Agency Clerk

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

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

APPROVAL OF AGENDA:

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 Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

CONSENT AGENDA:

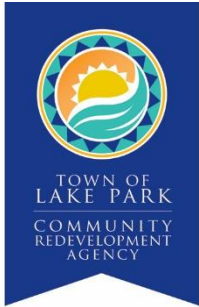
- [1.](#) Lake Park Community Redevelopment Agency (CRA) Minutes - September 3, 2025
- [2.](#) Resolution No. 65-09-2025 – Amendment (Renewal) – Law Enforcement Service Agreement – Palm Beach County Sheriff’s Office – FY 2026 - \$140,700

CRA ADMINISTRATOR/EXECUTIVE DIRECTOR/BOARD MEMBER COMMENTS:

AGENCY MEMBER REQUESTS:

ADJOURNMENT:

FUTURE MEETING DATE: The next scheduled Community Redevelopment Agency Meeting will be conducted on October 8, 2025.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 17, 2025
Originating Department: Town Clerk
Agenda Title: Lake Park Community Redevelopment Agency (CRA) Minutes - September 3, 2025

Approved by Town Manager: _____ **Date:** _____

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

Cost of Item: \$0.00 **Funding Source:** _____
Account Number: _____ **Finance Signature:** _____

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

Attachments: Minutes, Exhibit A

Please initial one:

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

Summary Explanation/Background:

Recommended Motion:

I move to the minutes of the September 3, 2025 Community Redevelopment Agency Meeting.



Lake Park Town Commission, Florida

Community Redevelopment Agency Meeting Minutes

Wednesday, September 03, 2025 at 6:30 PM

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

Roger Michaud	—	Chair
Michael Hensley	—	Vice-Chair
John Linden	—	Agency Member
Michael O'Rourke	—	Agency Member
Judith Thomas	—	Agency Member
Vacant	—	Agency Member
Vacant	—	Agency Member
Richard J. Reade	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, MMC	—	Agency Clerk

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CALL TO ORDER/ROLL CALL

6:30 P.M.

PRESENT

Chair Roger Michaud

Vice Chair Michael Hensley

Board Member Judith Thomas

Board Member John Linden

Board Member Michael O'Rourke

PLEDGE OF ALLEGIANCE

Chair Michaud

APPROVAL OF AGENDA:

Motion to approve the agenda made by Board Member Thomas, Seconded by Vice Chair Hensley.
 Voting Yea: Chair Michaud, Vice Chair Hensley, Board Member Thomas, Board Member Linden,
 Board Member O'Rourke.

SPECIAL PRESENTATION/REPORT:

NONE

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

- Kelly Steele agreed with the value parks offer a community. She suggested that the Board review the timeline for the community center, considering a splash pad was intended for Kelsey Park.
- Mary Beth Taylor urged the Board to engage the community before moving forward with Phase I of the redevelopment of Bert Bostrom Park. She provided her comments via exhibit "A".

CONSENT AGENDA:

Motion to approve the Consent Agenda made by Board Member Thomas, Seconded by Board Member Linden.

Voting Yea: Chair Michaud, Vice Chair Hensley, Board Member Thomas, Board Member Linden,
 Board Member O'Rourke

1. Special Called Community Redevelopment Agency Meeting Minutes - July 16, 2025.

NEW BUSINESS:

2. Resolution 53-09-25 - Phase 1 - Master Plan Agreement - Bert Bostrom Park - Wannamaker Jenson Architects - \$117,230.

CRA Administrator Allison Justice explained the item. She stated that the item does not include a community center. This phase would only include community outreach session and information identify because of those sessions. The goal for Phase 1 was to create a master plan for the park,

with several site plan options and different amenities (such as the type of turf to use at the park). Board Member Linden asked what the plan would consist. CRA Administrator Justice explained that it would consist of whatever the community brings forward at community sessions. Board Member Linden asked when the first community engagement session was scheduled to take place. CRA Administrator Justice stated that once the agreement was signed they would meet to discuss the community session.

Vice Chair Hensley asked if the community was funding this project. CRA Administrator Justice stated that the funding was from CRA TIF Grant funding that was in the budget.

Board Member O'Rourke asked what the CRA would get for the cost of this agreement. CRA Administrator Justice explained that along with the agreement was an outline of the scope of work for Phase 1. - community engagement and the master planning; two conceptual site plans; and a high-level cost estimate.

Board Member Thomas asked that the limitation of expenditures be explained because the CRA will sunset in 2039 and the funds must be used within the CRA prior to the year 2039. CRA Administrator Justice explained the CRA boundaries and how the funds could only be used within the boundaries of the CRA. She explained that the funds could not be used for everyday improvements. These funds could be used for infrastructure improvements. Board Member Thomas asked about the stormwater project that was installed under the park. CRA Administrator Justice explained that the stormwater drainage was installed below the multiple purpose turf field.

Board Member Linden expressed concern with the amount being spent. CRA Administrator Justice explained that she has a breakdown of each Phase and the cost associated with each.

Board Member O'Rourke asked if there were any plans for youth sports in Town. Executive Director Reade stated that youth sports was a priority of the Town Commission. CRA Administrator Justice explained that Wannamaker Jenson was selected because they had a comprehensive team that could design whatever was chosen by the residents.

Motion to approve Resolution 53-09-25 made by Board Member Thomas, Seconded by Vice Chair Hensley.

Vice Chair Hensley asked for clarification regarding the community engagement. Executive Director Reade explained that they would gather community engagement first, which the

consultant would translate into ideas, and finally it would come before the Board for final approval. The development of the master plan would be ready for funding as it arises.

Board Member Linden expressed concern with how the contractor developed their fees based on no feedback from the community. Chair Michaud explained the process the CRA staff has taken to develop the scope of work for this project; the agreement that was based on that scope of work and then once the agreement was signed, the contractor could begin their engagement with the community for what amenities are desired in the park.

Board Member O'Rourke expressed concern that this project does not include the youth of this community. He stated that this topic has been discussed for over 15-years and felt that they had lost the ability to be leaders. His point was that the Board reviews materials in depth as board members. He felt that the discussion should be limited to what they were going to do about building a recreational area for children. He felt that there was no structure to this plan.

Vice Chair Hensley agreed that it was their job to be leaders. He explained that the input of the residents were vital to this process. The contractor would bring a plan back to them and the Board could then make additional changes. The Board could not make those decision among themselves.

Board Member O'Rourke explained that the park always represented a place for children to go and engage in activities that would keep them on a positive path.

Chair Michaud recapped the discussion and clarified that a survey was being requested before the contractor begins their community sessions.

Board Member Thomas stated that to conduct a survey and analysis the data from the survey would be a lot to ask of the CRA Administrator. She read the agenda request form, which recapped what would be expected by the contractor.

Board Member Linden suggested giving the contractor survey information before they begin meeting with the community.

CRA Administrator Justice explained that the contractor has been instructed to go out into our community and gain information for this project. Agency Clerk Mendez conducted a roll call vote on this motion.

Voting Yea: Chair Michaud, Vice Chair Hensley, Board Member Thomas

Voting Nay: Board Member Linden, Board Member O'Rourke.

3. Resolution 54-09-25 - Renewal - Property and Casualty Insurance - Florida Municipal Insurance Trust (FMIT) - FY 2026.

Gehring Group Senior Consultant Rommi Mitchel presented the item. Board Member Linden asked what it cost last year. Ms. Mitchel stated that the CRA paid \$12,795.

Motion to approve Resolution 54-09-25 made by Board Member O'Rourke, Seconded by Vice Chair Hensley.

Chair Michaud asked if the Board would allow him to open Public Comment again because he has one card. Motion to open Public Comment again for the one card made by Board Member O'Rourke; Seconded by Vice Chair Hensley. Voting Aye: All

Public Comment:

Terron Mercer passionately expressed the need for youth sports in the Town. He challenged the Board to put back what was meaningful to the children.

CRA ADMINISTRATOR/EXECUTIVE DIRECTOR/BOARD MEMBER COMMENTS:

CRA Administrator Justice introduced CRA Project/Marketing Coordinator Samantha Minns, who began her employment with the Town two weeks ago. She explained what Ms. Minns role was with the CRA. Ms. Minns introduced herself and explained how special Lake Park was to everyone.

CRA Administrator Justice stated that the CRA landscaping contract expired earlier this year and the Public Works staff had done their best. She explained a Regular Commission meeting agenda item for authorization to negotiate with a landscape firm to take over those duties would be addressed later in the evening.

Vice Chair Hensley stated for the record that he requested an update from CRA Administrator Justice on 903 Park Avenue, and she provided the update. CRA Administrator Justice explained that 903 Park Avenue does have an outstanding CRA grant. She explained that they had some requirements they had to meet before construction could commence. They have a permit to do the work, but first must deal with Code violations issues.

Board Member Thomas expressed concern as to when residents in the CRA could place their bulk trash out before it was picked up. It appears to be sitting out for many days and makes the CRA look deplorable. She expressed that quality landscape service was necessary, like the contractor they had many years ago, not the inexpensive and unexperienced landscape service provider they just had.

AGENCY MEMBER REQUESTS:

NONE

ADJOURNMENT:

7:36 P.M.

Motion to adjourn made by Vice Chair Hensley, Seconded by Board Member Thomas.

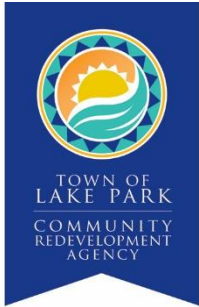
Voting Yea: Chair Michaud, Vice Chair Hensley, Board Member Thomas, Board Member Linden, Board Member O'Rourke

FUTURE MEETING DATE: The next scheduled Community Redevelopment Agency Meeting will be conducted on December 3, 2025.

September 3, 2025
Resident Comment, Mary Taylor

GOOD EVENING,
PLEASE, consider communicating with the town residents **BEFORE**, spending \$117,230 on Phase 1 of 4, for Public Engagement and Design of a community center in Bert Bostrum Park. I do remember a brief request to fund a community center, but to my knowledge there has been no public workshop or shared written information regarding the large proposed project, or an official commission vote.

This town (pop 9,000) is now experiencing ongoing, growing, stressful and legal, situations. The addition of another risky building project at this time, doesn't seem wise. The recent visit and update from our state representatives, presented a bleak outlook for our near future. I'm asking the commission to consider the many pros and cons of initiating a massive, long term debt before even sharing basic information such as estimated cost of construction, operational and maintenance expenses, with all town residents. It's not that hard to find out local information. I have spoken to people who live and work in North Palm Beach (pop 14,000) about their community center, and the Acreage (POP 60,000) would like to build a Community Center, but is challenged primarily by high construction cost...and their community and infrastructure priorities. A lot to discuss at a Saturday workshop before spending \$117,230 on another outside study. Thank you for your consideration of this matter.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 17, 2025

Originating Department: Community Redevelopment Agency (CRA)
Resolution No.65-09-2025 – Amendment (Renewal) – Law
Enforcement Service Agreement – Palm Beach County Sheriff’s Office

Agenda Title: – FY 2026 - \$140,700

Approved by Town Manager: _____ **Date:** _____

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

Cost of Item: \$140,700 **Funding Source:** Contract PBC Sheriff

Account Number: 520-34001 **Finance Signature:** Barbara A. Gould

Advertised: _____

Date: _____ **Newspaper:** _____

Attachments: 4th Addendum to the Law Enforcement Services Agreement
Resolution No. 65-09-2025

Please initial one:

 Yes I have notified everyone

AJ _____
 Not applicable in this case

Summary Explanation/Background:

The Lake Park Community Redevelopment Agency (CRA) has identified a need to renew the current agreement with Palm Beach County Sheriff’s Office to provide law enforcement service] in the Town of Lake Park. The current Agreement (4th addendum) is expected to expire on September 30, 2025 and the proposed one-year renewal, if approved, would be effective October 1, 2025 through September 30, 2026, in the amount of \$140,700.

Note: The proposed Agreement would enable the CRA to maintain the current level of services with PBSO for special detail services within the CRA.

If approved, the Town Commission will accept Palm Beach County Sheriff's Office's negotiated hourly rate increase, including all terms, conditions, and pricing contained in the existing agreement. The Town will not expend more than the amount within the approved budget as it may be adopted or amended each year for these goods and services over the term of the contract.

Funding to support this service is presented for consideration in the proposed FY 2026 Budget. The proposed rate is requested to increase from \$116 per hour to \$132 per hour (Total annual increase from FY 2025 - \$133,680 up to FY 2026 - \$140,700).

The proposed addendum has been prepared by the Palm Beach County Sheriff's Office and reviewed by the Town's CRA Administrator, the Finance Director and the Town Attorney.

The CRA has previously worked with Palm Beach County Sheriff's Office and they have provided excellent customer service and consistent high quality services.

Recommended Motion:

I move to approve Resolution 65-09-2025 and the Amendment (Renewal) to provide Law Enforcement Services by the Palm Beach County Sheriff's Office for FY 2026, in the amount of \$140,700; and authorize the CRA Chair to execute the proposed Addendum.

RESOLUTION 65-09-25

A RESOLUTION OF THE TOWN LAKE PARK COMMUNITY REDEVELOPMENT AGENCY BOARD AUTHORIZING AND DIRECTING THE CHAIR OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY TO EXECUTE THE 4th ADDENDUM TO THE PBSO CONTRACT BETWEEN THE PALM BEACH COUNTY SHERIFF'S OFFICE DISTRICT 10 AND THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY TO PROVIDE COMMUNITY POLICE SERVICES TO CRA DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the Town of Lake Park, Florida (hereinafter "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, Part I of Chapter 163, Florida Statutes, permits public agencies as defined therein to enter into Inter-local Agreements with each other to jointly exercise any power, privilege, or authority which such agencies share in common and which each might exercise separately; and

Whereas, the 4th Addendum to the Sheriff's contract provides for the resources of the Palm Beach County Sheriff's Office in providing police services to the Town of Lake Park Community Redevelopment Agency, and

Whereas the 4th Addendum includes an increase of hourly rates from \$116/hour to \$132/Hour; and

Whereas the Town of Lake Park Community Redevelopment Agency Board of Directors has determined it is in the best interests of the CRA to enter into the contractual arrangement with Palm Beach County Sheriff's Office; and

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

Section 1. The whereas clauses are true and correct and are incorporated herein.

Section 2. The Town Commission authorizes and directs the Mayor to execute the Interlocal Agreement between the Resource Center of Palm Beach County and the Town of Lake Park, Florida.

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

FOURTH ADDENDUM TO THE LAW ENFORCEMENT SERVICE AGREEMENT
SHERIFF RIC L. BRADSHAW AND LAKE PARK COMMUNITY REDEVELOPMENT AGENCY

This Fourth Addendum to the Law Enforcement Service Agreement is made by and between Lake Park Community Redevelopment Agency (hereinafter referred to as “Lake Park CRA”), a public body corporate and politic, duly created and operated pursuant to Chapter 163, Part III, Florida Statutes, located in Palm Beach County, and Ric L. Bradshaw, Sheriff of Palm Beach County, Florida (hereinafter referred to as “Sheriff”). Lake Park CRA and the Sheriff shall hereinafter be referred to as the “Parties.”

WHEREAS, the Parties executed a Law Enforcement Service Agreement effective October 1, 2021, a First Addendum effective October 1, 2022, a Second Addendum effective October 1, 2023, and a Third Addendum effective October 1, 2024, (the “Agreement”), by which the Sheriff agreed to perform law enforcement services; and

WHEREAS, the Parties wish to renew said Agreement for an additional twelve (12) months, effective October 01, 2025.

NOW, THEREFORE, in consideration of the mutual covenants herein contained the receipt and sufficiency of which are hereby acknowledged, it is agreed upon as follows:

1. In accordance with Section 5 of the Law Enforcement Service Agreement, the Parties have agreed to renew the Agreement for an additional twelve (12) month term. The term of this renewal is October 01, 2025 through September 30, 2026.
2. Section 5 regarding the per hour rate is amended and shall now read as follows:

For services provided, the Sheriff shall be compensated for each deputy at the rate of \$132.00 per hour, not to exceed 1,065.90 total service hours or \$140,700 in total cost, unless previously approved by the Lake Park CRA Executive Director and agreed to by the Sheriff. The Sheriff shall invoice the Lake Park CRA on a monthly basis. Payment by the Lake Park CRA shall be made within ten (10) days of the invoice date.

3. In all other respects and unless otherwise stated, the terms and conditions of the Agreement, shall continue unchanged and in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Addendum to the Agreement as of the last date all signatures below are affixed.

PALM BEACH COUNTY SHERIFF'S OFFICE

**LAKE PARK COMMUNITY
REDEVELOPMENT AGENCY**

BY: _____
Ric L. Bradshaw

BY: _____
Roger Michaud

Title: Sheriff

Title: MAYOR

Witness: _____
Ronald Mattino, Major

Witness: _____
Vivian Mendez, Town Clerk

DATE: _____

DATE: _____

Approved as to legal
form and sufficiency

Town Attorney