



Lake Park Town Commission, Florida

Regular Commission Meeting

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

Wednesday February 21, 2024

Immediately Following the Public, Private
Partnership (P3) Workshop

Roger Michaud	—	Mayor
Kimberly Glas Castro	—	Vice Mayor
Vacant	—	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.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION/REPORT:

1. A presentation updating the Town Commission on the status of Quiet Zones for railroad crossings.

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.

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

2. February 7, 2024 Regular Commission Meeting Minutes
3. Resolution 10-02-24 Authorizing and Directing the Mayor to Execute an Amendment to the Grant Agreement Between the State of Florida, Department of State, Division of Historical Resources, and the Town of Lake Park for Town Hall Preservation Work Activities.

BOARD MEMBER NOMINATION:**QUASI-JUDICIAL PUBLIC HEARING (RESOLUTION):**

PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:

4. 02-2024 Chapter 28 Business Tax Receipt Rental Inspection Provisions
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE
PARK, FLORIDA, AMENDING CHAPTER 28, ARTICLE II, SECTION 28-32(m)
PERTAINING TO APPLICATIONS FOR BUSINESS TAX RECEIPTS AND
INSPECTIONS

5. 03-2024 Parking Code Amendment Ordinance
AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE
PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE V, SECTION 78-142,
TABLE 78-142-1 TO REDUCE THE PARKING DIMENSIONS FOR 90-DEGREE
PARKING SPACES; PROVIDING FOR CODIFICATION; PROVIDING FOR THE
REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE
DATE.

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

OLD BUSINESS:

6. Resolution 11-02-24 Approving a Two-Year Amnesty Period for Gravel Driveways

NEW BUSINESS:

7. Designation of a Voting Delegate and Alternate to the Palm Beach County League of
Cities

REQUEST FOR FUTURE AGENDA ITEMS:

ADJOURNMENT:

FUTURE MEETING DATE: Next Scheduled Commission Meeting will be held on February
27, 2024.



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 21, 2024

Agenda Item No.

Agenda Title: Special Presentation on Quiet Zones

- ☒ SPECIAL PRESENTATION/REPORTS ☐ CONSENT AGENDA
☐ BOARD APPOINTMENT ☐ OLD BUSINESS
☐ ORDINANCE ON 1st 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=jdagostino@lakeparkflorida.gov, c=US
 Date: 2024.02.13 16:22:04 -05'00' **Date:** _____

Anders Viane / Planner
Name/Title

Originating Department: Community Development	Costs: Funding Source: Acct: N/A <input type="checkbox"/> Finance _____	Attachments: → QZ Status Update Presentation
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 AV Please initial one.

Summary Explanation/Background:

Staff is bringing forward this presentation item to update the Town Commission on our investigation of Quiet Zone for railroad crossings thus far. This presentation will provide a status overview of where staff is with the Quiet Zone concept, our recommended course of action, and requests feedback from the Town Commission.

Recommended Motion:

For discussion only.

QUIET ZONES – AN OVERVIEW

Presented by the Community Development Department

2/21/24

Anders Viane - Planner

AGENDA

- What are Quiet Zones?
- How are Quiet Zones implemented?
- Town Steps thus far
- Potential Next Steps
- Discussion and Direction of Staff

WHAT ARE QUIET ZONES?

- The Federal Rail Administration allows for local governments to implement quiet zones at railroad crossings.
- All quiet zones are at least one-half mile in length and may contain all sequential crossings within that municipal jurisdiction.
- Normally, a train will sound 2 long, 1 short, 1 long horn a half-mile in advance of any railroad crossing.
- Through the installation of mitigating infrastructure, a municipality may suspend this procedure as a matter of routine, though engineers may still sound the horn at their discretion in emergencies.

HOW ARE QUIET ZONES IMPLEMENTED?

- The process for establishing quiet zones is generally as follows:
 - A local government must initiate the QZ process and maintain the installed mitigating infrastructure.
 - Local government must inventory existing crossing infrastructure to identify the current level of protection (All QZ improvements are locally funded, though in our case mitigating infrastructure has already been installed by Brightline for high-speed rail operation which can double as QZ infrastructure).
 - Calculating the Quiet Zone Risk Index (QZRI) based on existing infrastructure.
 - Send a notice of intent to the FEC Railroad, FDOT, neighboring jurisdictions, and any other authority impacted or having jurisdiction in affected ROWs.
 - Assuming no challenges arise during the 60-day comment period for the NOI, the local government would then provide a Notice of Establishment.



We are here
😊

Item 1.

-



NORTHLAKE BOULEVARD STATUS

Existing Infrastructure:

- 2 quad gates and lights
- Constant warning timer
- 4 pedestrian gates (1 doubling as a road gate)
- Power out indicator
- Pedestrian warning bells.

Required Infrastructure for QZ:

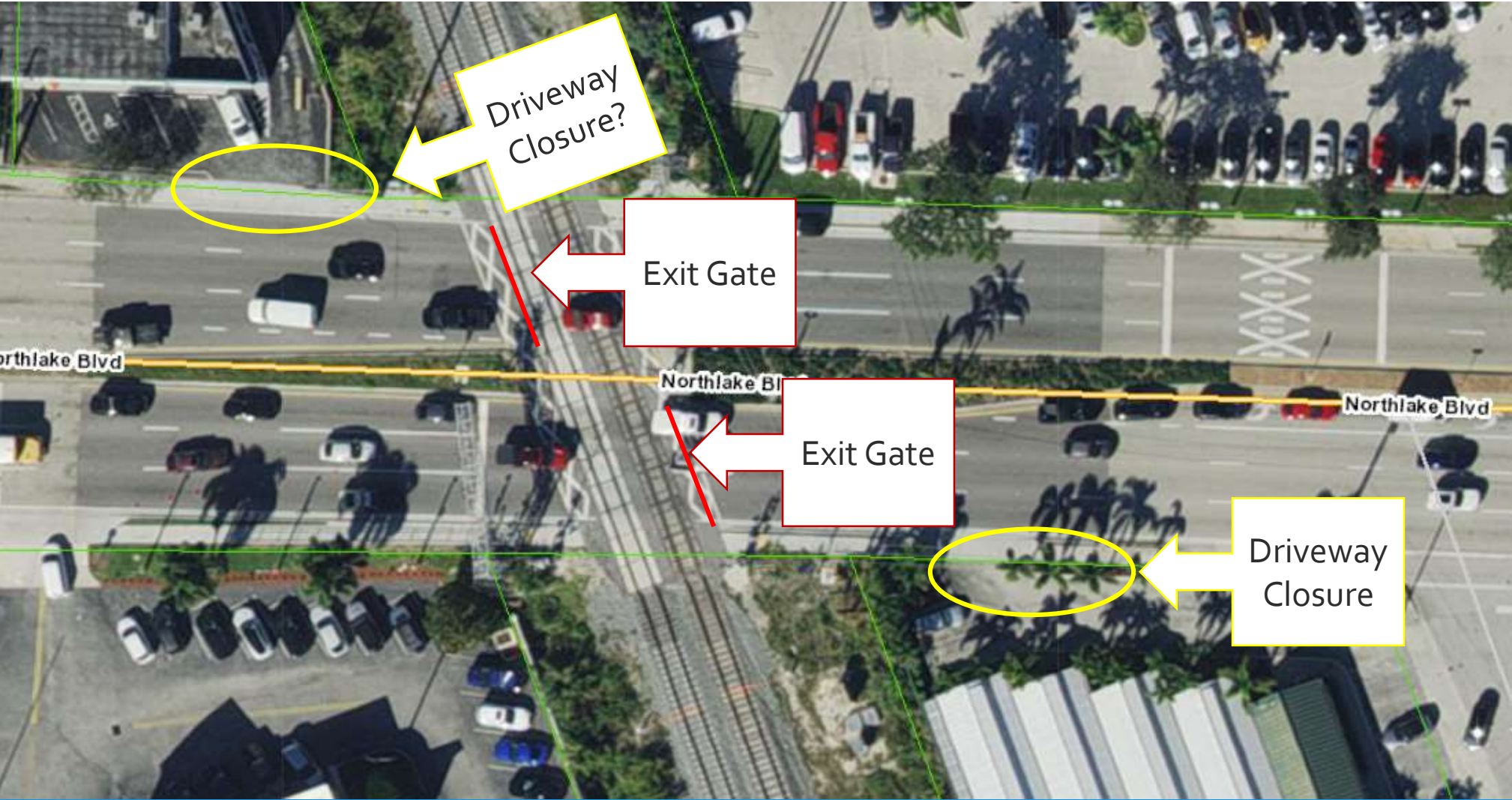
- Signage indicating a quiet zone is in effect at that crossing.
- 2 exit gates (to prevent traffic driving the wrong way from entering the crossing)

OR

- Pursue Alternative Safety Measure (ASM) credits for existing medians, which would entail closing a driveway at a nearby nursery business.

- **Neither Palm Beach Gardens or Palm Beach County are pursuing QZs at this location at this time.**

NORTHLAKE BOULEVARD STATUS



Stakeholder meetings will be required with the property owners and traffic engineers if a QZ is to be pursued.

PARK AVENUE STATUS

Existing Infrastructure:

- Four quad gates and lights
- Constant warning timer
- Power out indicator
- Pedestrian warning bells

Required Infrastructure for QZ:

- Signage indicating a quiet zone is in effect at that crossing.

SILVER BEACH ROAD STATUS

Existing Infrastructure:

- Four quad gates and lights
- Constant warning timer
- Power Out Indicator
- Pedestrian warning Bells

Riviera Beach is pursuing a QZ at this location.

TOWN STEPS THUS FAR

12/18/23, 10:18 AM

FRA - Quiet Zone Calculator

Print This Page

Home | Help | Contact | [logoff aviane@lakeparkflorida.gov](#)

Cancel

Change Scenario: LP QZ NLB _69550

Continue

Create New Zone

Manage Existing Zones

Crossing	Street	Traffic	Warning Device	Pre-SSM	SSM	Risk	
272386A	NORTHLAKE BLVD	42191	Gates	0	0	133,565.00	MODIFY
272387G	PARK AVE	5902	Gates	0	6	20,170.13	MODIFY

Log Off

* Only Public At Grade Crossings are listed.

Click for Supplementary Safety Measures [SSM]

Click for ASM spreadsheet: **ASM** * Note: The use of ASMs requires an application to and approval from the FRA.

Step by Step Instructions:

Step 1: To specify New Warning Device (For Pre-Rule Quiet Zone Only) and/or SSM, click the **MODIFY** Button

Step 2: Select proposed warning device or SSM. Then click the **UPDATE** button. To generate a spreadsheet of the values on this page, click on **ASM** button—This spreadsheet can then be used for ASM calculations.

Step 3: Repeat Step (2) until the **SELECT** button is shown at the bottom right side of this page. Note that the **SELECT** button is shown **ONLY** when the Quiet Zone Risk Index falls below the NSRT or the Risk Index with Horn.

Step 4: To save the scenario and continue, click the **SELECT** button

Summary

Proposed Quiet Zone:	LP QZ NLB AND PARK
Type:	New 24-hour QZ
Scenario:	LP QZ NLB _69550
Estimated Total Cost:	\$128,000.00
Nationwide Significant Risk Threshold:	15488 .00
Risk Index with Horns:	57952.13
Quiet Zone Risk Index:	76867.56

In order to be eligible for a quiet zone, the Quiet Zone Disk Index must be below the Risk Index With Horns.

In our case, there is a 18,915.43 point deficiency that must be mitigated through either the 2 additional quadrant gates at NLB or through a median ASM with driveway closure(s).

POTENTIAL QZ EXTENT



NEXT STEPS

- The Town is now at a juncture where we are looking for direction from the Town Commission on how to proceed.
- Given the outcome of our QZ risk index calculation, if the Town wishes to pursue QZ, we will either need to install exit gates at Northlake Boulevard or apply to the FRA for an alternative safety measure.
- First, we will need to submit an NOI
- Then we will need to provide detailed plans of the ASM to the FRA. Assuming the FRA finds the ASM adequate, they would approve it (there is no timeline for how long this may take)
- Once approved, we would send out the notice of establishment (which would include a copy of the FRA ASM approval)

BENEFITS AND LIABILITIES

- Benefits – Quiet Zones Established. No routine horns at train crossings.
- Liabilities – Exit gates would need to be installed at Northlake Boulevard if our ASM is not approved and these would likely become our O and M responsibility going forward. Exit gate design, materials, and install may range from \$200K to \$400k.
- Liabilities – The Town would have to recertify the QZs every 3 years with ASMs and every 5 years with SSMs
- Liabilities – The Town would be required to install and maintain quiet zone notice signage at crossings.
- Liabilities – Given the infrastructure already in place, the elimination of the routine horn soundoff at crossings is a net reduction in safety redundancy, regardless of the mitigation process.

DISCUSSION PERIOD

Staff is inclined to recommend taking no action at this time. As of this time, we have received no complaints on train horns. The Park Avenue crossing is our only crossing that will be in close proximity to residences once ongoing development projects are completed. The development of midrise apartments at the intersection of Park and 10th should result in further noise buffering for the single family residential core to the east and the developments will generate more pedestrian and vehicle activity at the Park Avenue crossing. Safety redundancy may be beneficial to new residents becoming acclimated to the area. Additionally, the standard required hurricane-rated impact windows should significantly reduce noise for the new apartment residents. If train horns do become a nuisance over time, it can always be revisited at a later date.

Please let us know if you have any questions!



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **February 21, 2024**

Agenda Item No.

Agenda Title: February 7, 2024 Regular Commission Meeting Minutes.

☐ SPECIAL PRESENTATION/REPORTS ☒ **CONSENT AGENDA**
☐ BOARD APPOINTMENT ☐ OLD BUSINESS
☐ PUBLIC HEARING ORDINANCE ON _____ 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=jdagostino@lakeparkflorida.gov,
c=US
Date: 2024.02.13 16:43:46 -05'00'

Date: _____

Laura Weidgans, Deputy 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: Minutes Exhibits A-D Comment Card
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.

Recommended Motion: I move to approve the February 7, 2024 Regular Commission Meeting Minutes.



Lake Park Town Commission, Florida

Regular Commission Meeting Minutes

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403
February 07, 2024 at 6:30 PM

Roger Michaud
Kimberly Glas-Castro
Mary Beth Taylor
Judith Thomas
Vacant
John D'Agostino
Thomas J. Baird, Esq.
Vivian Mendez, MMC

Mayor
Vice-Mayor
Commissioner
Commissioner
Commissioner
Town Manager
Town Attorney
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

PLEDGE OF ALLEGIANCE

Led by Mayor Michaud

SPECIAL PRESENTATION/REPORT:

NONE

PUBLIC COMMENT:

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

-Mr. Michael Hensely introduced himself and explained that he was running for the position of Commissioner.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird requested that Attorney Keith Davis be authorized to represent the Commission at the Special Call Commission Meeting of February 27, 2024 because he will be representing staff at that meeting. The Commission came to consensus to allow Attorney Davis to represent the Commission at the meeting.

Town Manager D'Agostino presented his comments via Exhibit A. He asked the Commission to schedule an Accessory Dwelling Unit (ADU) Community Workshop for 6:00 P.M. on the dates indicated. The Commission came to consensus to hold the meeting on Wednesday, March 27, 2024 at 6:00 P.M. He stated that residents are requesting the Town loosen the boat regulations to allow one boat and trailer in front yard similar to allowance for commercial vehicles and asked if the Commission would be interested in allowing this. The Commission had various concerns with this request. Town Manager D'Agostino agreed to provide the Commission with a presentation that would include detailed restrictions and allowances. Community Development Director Nadia DiTommaso provided a breakdown of the current code allowances that allow for two recreational vehicles. Commissioner Thomas does not feel that it would look very good to have a boat and trailer parked in front of a residence. Commissioner Taylor feels that we cannot limit the new regulation to just boats, but would have to include all recreational vehicles.

Commissioner Thomas asked about the trash receptacles in the bus stop areas and who was responsible for collecting the trash because it is getting out of hand. Town Manager D'Agostino stated he believes it is Public Work's responsibility. She also expressed sadness that the tree she asked Public Works to plant in Blakely Park was damaged. She has asked that another tree, that she purchases, be planted. She was disappointed by the amount of shopping carts that are scattered around Town. Town Manager D'Agostino explained the ongoing struggles with the store management to collect the carts and the Town is scheduling nuisance hearings in March 2024.

Commissioner Thomas stated that the Army Reserve Center could do a better job maintaining their property.

Commissioner Taylor questioned the traffic enforcement on Park Avenue. Palm Beach County Sheriff's Office (PBSO) Captain Thomas Gendreau explained that over 200 citations were issued last year on Park Avenue. Town Manager D'Agostino explained some possible implementation of various potential enforcement efforts that will be brought back before the Commission over the next few months.

Vice-Mayor Glas-Castro felt that the Town did well in Tallahassee last week.

Mayor Michaud agreed with that statement as well.

CONSENT AGENDA:

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda. Any person wishing to speak on an agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

Commissioner Thomas asked that the meeting minutes be amended to reflect that the ground breaking ceremony was for the Roosevelt Full Service Center.

Motion made to approve the Consent Agenda as amended by Commissioner Thomas, Seconded by Commissioner Taylor.

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

1. January 17, 2024 Regular Commission Meeting Minutes

PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:

NONE

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

2. Ordinance 01-2024 Amending Town Code Section 68-2 and 68-3 of Chapter 68 to Provide for Regulations Associated with Temporary Storage Containers.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 68, SECTIONS 68-2 AND 68-3. PERTAINING TO TEMPORARY STORAGE CONTAINERS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager D'Agostino explained the item. Community Development Director DiTommaso explained the revisions in the Ordinance highlighted in blue (Exhibit B) and clarified the times during which vehicles could be parked on a swale.

Commissioner Thomas asked about items stored under a car port other than vehicles. Community Development Director DiTommaso explained that if the items are visible and they were in place for more than 90 days then it would be a violation according to the language in the Ordinance. Commissioner Thomas asked for a definition of “junk” as stated in the Ordinance. Community Development Director DiTommaso stated there were subsections where the language was more specific. She stated they could use another term instead of junk if need be.

Motion was made to approve Ordinance 01-2024 on second reading by Commissioner Thomas, Seconded by Commissioner Taylor.

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

Town Attorney Baird read the Ordinance by title only.

NEW BUSINESS:

3. 1100 2nd Court - Property Updates

Town Manager D'Agostino provided an update (Exhibit C). Community Development Director DiTommaso explained that their application is complete, the permit is in process and the review has been assigned. Commissioner Thomas asked Town Attorney Baird how far the Town can continue to make extensions without violating the original contract. Town Attorney Baird advised that there had been no deviation from the contract in regards to the terms of sale and the seller's responsibilities. She asked if a bond of surety would be appropriate. Town Attorney Baird advised that there is no

surety on the contract. Commissioner Thomas asked if the property could be maintained during the construction process. Community Development Director DiTommaso advised that there is an open code case currently with several issues that they are aware of and plan to fix once they start construction. Commissioner Thomas asked when the 5 year clock would start running. Community Development Director DiTommaso stated the 5 year clock starts running once they are issued a certificate of occupancy.

4. Coastal Middle and High School Waiver Requests

Town Manager D'Agostino provided a summary of the request. (Exhibit D). The Commission discussed. Motion made to waive all fees made by Commissioner Taylor, Seconded by Vice-Mayor Glas-Castro.

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

Voting Nay: Commissioner Thomas

REQUEST FOR FUTURE AGENDA ITEMS:

Commissioner Taylor would like an update on the property on 754 Park Avenue, next to the Gastropub.

Vice-Mayor Glas-Castro requests a Proclamation for National Bicycle Month for March.

ADJOURNMENT:

Motion to adjourn made by Vice-Mayor Glas-Castro, Seconded by Commissioner Taylor.

Meeting Adjourned 7:55 P.M.

FUTURE MEETING DATE: Next Scheduled Regular Commission Meeting will be held on February 21, 2024.

Mayor Roger D. Michaud

Town Seal

Vivian Mendez, Town Clerk

Laura Weidgans, Deputy Town Clerk

Approved on this _____ of _____, 2024



TOWN MANAGER COMMENTS

Item 2.

TOWN COMMISSION MEETING Wednesday, February 7, 2024

Exhibit A

COMMUNITY DEVELOPMENT

- The 3D concrete printing facility site visits have been rescheduled to **March 7, 2024** from 2 p.m.-5 p.m. The location is Wellington and the actual location addresses and additional information are forthcoming. An invite has been sent to the Commission as well.
- The Town Planner is working through the required documentation for the Accessory Dwelling Unit (ADU) community workshop. The evening of Wednesday, March 27, **or** Wednesday, April 10 at 6:00 p.m. is being considered as a possible community workshop date. Do any of these dates present any conflicts for the Town Commission?
- The Code Compliance Division has been discussing ways in which the community can be more 'boat' and 'marine' friendly given our proximity to the water and residents who have boats. Certain property owners have asked whether the Town would be open to loosening the regulations so as to allow one boat/trailer combination in the front yard, similar to the allowance for commercial vehicles. The boat/trailer would need to be placed on a driveway surface like all other vehicles. Is the Commission interested in having Staff look into this option?

HUMAN RESOURCES

Job Openings:

Groundskeeper – Hourly rate: \$16.51 to \$26.42
Lead Groundskeeper – Hourly rate \$18.91 to \$30.25
Library Assistant/Children's -- Hourly rate: \$15.43 to \$24.69
Maintenance Worker -- Hourly rate: \$18.91 to \$30.25
Community Development Technician: Hourly rate: \$18.91 to \$30.25
Sanitation Truck Operator I -- Hourly rate: \$18.91 to \$30.25
Sanitation Truck Operator II -- Hourly rate: \$21.65 to \$34.63
Sanitation Truck Operator Trainee: Hourly rate: \$17.67 to \$28.27
Stormwater Technician II -- Hourly rate: \$21.65 to \$34.63
Operations Manager – Hourly rate: \$28.37 to \$45.40
Senior Accountant – Salary range: \$59,014.54 to \$94,423.27 per year
Finance Director – Salary range: \$115,002.64 to \$184,004.23 per year

For the CRA, Community Redevelopment Administrator – Salary rate \$90,000.00 per year.

All of the above positions are open until filled.

To view the complete job posting for the above position or to download an employment application, please visit the Town's official website at www.lakeparkflorida.gov. For additional information please contact the Town's Human Resources Department at 561-881-3300 and choose Option 8.

The following volunteers are needed for the Lake Park Public Library:

- Tutors for one-on-one English language learning
- Tutors for one-on-one basic computer and digital literacy
- Data entry
- Shelving
- Facilitator for English Exchange Group

To view the complete volunteer postings for the above opportunities, please visit the Volunteer Opportunities page of the Town's official website at www.lakeparkflorida.gov. For additional information, please contact the Town's Human Resources Department at 561-881-3300 and choose Option 8.

LIBRARY

This **Saturday, February 10**, 10 a.m.-2 p.m., and every Saturday through **Saturday, April 13** (with the exception of February 17 and March 30), the AARP Foundation Tax-Aide Program volunteers will be at the Library to provide free tax assistance. This program is open to anyone interested in receiving help to file their income taxes. The program starts at 10 a.m. on a first-come, first-served basis, it is best to get there early.

Saturday, February 10, 12:45 p.m. Christen Thompson will be at the Library to tell everyone about Dolly Parton's Imagination Library. This is a book gifting program to encourage all children to have books of their own at their home. The program will mail one free age-appropriate book every month to a child's home from the date of their program registration until their 5th birthday. Please contact the Library to learn more and how to sign up.

Wednesday, February 14, 5:30 p.m.-7:30 p.m. the Library will partner with Bridges of Lake Park for *I Love My Library* event to encourage people to come to the library and find out all the benefits of having a library card. Participants will have the opportunity to sign up for a card, as well as raffles, giveaways, crafts, and pizza!

Find out more about these and many other programs by dropping by the library or calling 561-881-3330.

SPECIAL EVENTS

Sunset Celebration

Sunset Celebration will be held on **Friday, February 23**, 6:00 p.m.-9:00 p.m. at the Lake Park Harbor Marina. This month's event will feature live entertainment from On The Roxx!

There will be a full bar, happy hour prices, and a variety of food and craft vendors. For more information, contact the Special Events Department at 561-840-0160.

Item 2.

TOWN COMMISSION CONSENSUS

- Let's Move Palm Beach County Month – At the request of Mayor Michaud, seeking Town Commission consensus for a Proclamation to be placed on a future Commission Agenda. The Digital Vibez and the Palm Beach Foundation would like for the Town of Lake Park to declare March 2024 as Let's Move Palm Beach County Month. The Let's Move initiative invites all residents to take the challenge to *Move* by forming teams and committing to exercising for at least 30 minutes a day throughout the month of March.

PRESIDENTS' DAY CLOSURE

All Town departments, except for the Lake Park Harbor Marina, will be closed on **Monday, February 19**, in observance of Presidents' Day. The Lake Park Public Library will also be closed on Saturday, February 17.

RESIDENTIAL SANITATION SCHEDULE FOR THE WEEK OF FEBRUARY 19

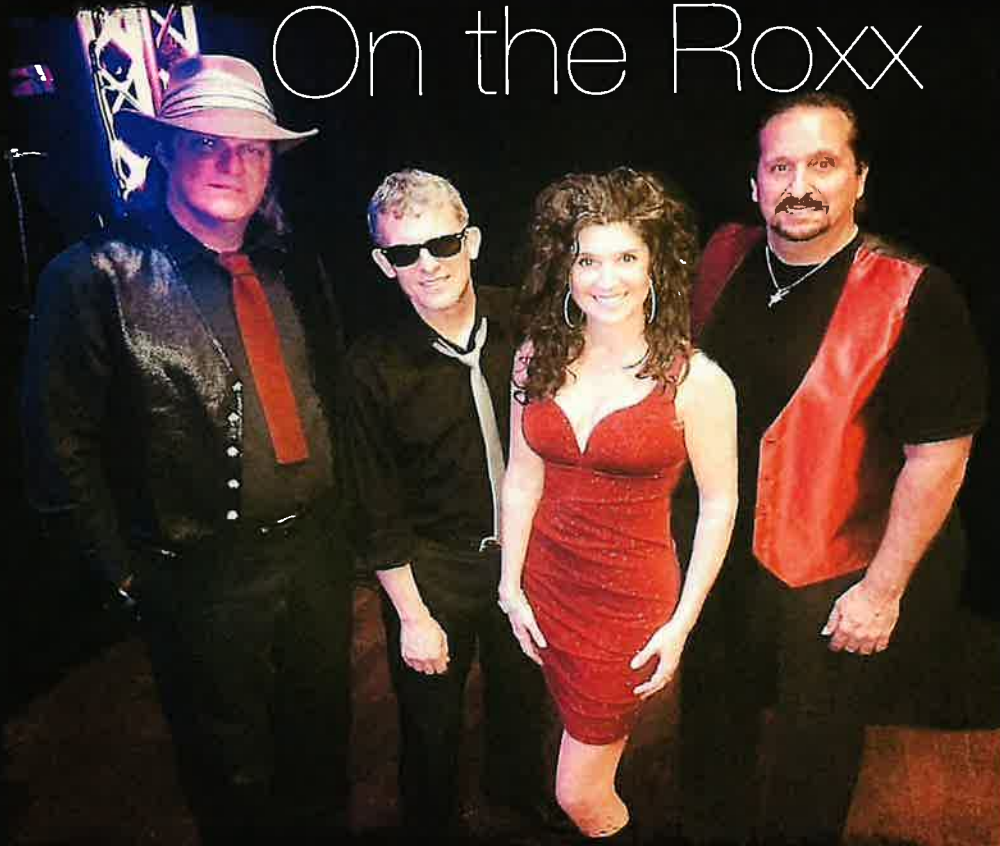
- Monday, February 19: No service in observance of Presidents' Day
- Tuesday, February 20: Garbage cart and vegetation collection
- Wednesday, February 21: Recycling cart collection
- Thursday, February 22: Garbage cart and bulk trash collection

SUNSET CELEBRATION

FREE MUSIC CONCERT

FEATURING

On the Roxx



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

FRIDAY, FEBRUARY 23
6:00 PM - 9:00 PM
LAKE PARK HARBOR MARINA
105 LAKE SHORE DRIVE
LAKE PARK, FL 33403

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



Proclamation

WHEREAS, the City of _____ takes special notice and acknowledges exceptional organizations that help residents who live, work and play within the jurisdiction; and

WHEREAS, in 2010 Digital VibeZ was founded to reach out to underserved youth in Palm Beach County by empowering them through dance fitness, technology and the arts; and

WHEREAS, Digital VibeZ partners with the Palm Health Foundation, annually to host The *Let's Move: Commit to Change Physical Activity Challenge*: a county-wide initiative that focuses on physical activity, nutrition and healthy behaviors; and

WHEREAS, Digital VibeZ, Inc. and Palm Health Foundation present the annual challenge, which takes place annually from March 1-31 and encourages individuals within and beyond Palm Beach County to take charge of their health by participating in fun fitness exercises; and

WHEREAS, The *Let's Move* initiative was originally introduced on a national level, by First Lady Michelle Obama in 2010, with the goal of decreasing childhood obesity throughout the United States due to the fact that nearly one in three children in the United States are overweight or obese and if this problem persists, 1/3 of all children born in 2000 or later will suffer from diabetes at some point in their lives, or will face other obesity-related health problems such as heart disease, high blood pressure, asthma and cancer; and

WHEREAS, Digital VibeZ and the Palm Health Foundation invite all residents to take the challenge to MOVE by forming teams, registering online, committing to exercising for at least 30 minutes a day throughout the month of March, and logging their minutes on the *Let's Move* website, www.letsmovePBC.org. In 2012, Palm Beach County logged 100,000 minutes in the first year of the challenge and we have met the challenge each year since, rising in 2023 to over 100 million minutes logged!

NOW, THEREFORE, I, _____, Mayor of _____, do hereby proclaim the month of March, as:

Let's Move Palm Beach County Month

and urge all citizens to join us in moving to improve their fitness, mental health, and overall health.

PROCLAIMED this ____ day of March, 2024

Exhibit B

ORDINANCE NO. 01-2024

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 68, SECTIONS 68-2 AND 68-3. PERTAINING TO TEMPORARY STORAGE CONTAINERS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town Code established regulations pertaining to outdoor storage in residential districts and has codified these regulations in Chapter 68 of the Town's Code of Ordinances; and

WHEREAS, the Community Development Department recommends that the Town Commission amend Chapter 68 to provide for regulations associated with temporary storage containers;

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

Section 1. The whereas clauses are incorporated herein as the legislative findings of the Town Commission.

Section 2. Chapter 68, Sec. 68-2, is hereby amended to include the term temporary storage containers within the definition of "outdoor storage" as follows:

Sec. 68-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Boat means any vessel, with or without motor propulsion, designed for travel over water and for which a trailer is required for transportation over land.

Construction equipment/materials means lumber, concrete blocks, pipe and other building materials, tractors, bulldozers, graders, portable cement mixers, tools and other similar equipment and/or materials.

Element-sensitive means not designed and/or manufactured to withstand exposure to the elements without damage, i.e., outdoor storage.

Light van means any motor vehicle having a generally rectangular bulk which has a carrying capacity of one ton or less with or without an interior designed and used as temporary living quarters.

Motor home and/or RV means a motorized vehicle designed and used as temporary living quarters, other than a light van.

Outdoor storage means intentional placement of vehicles, trailers, temporary containers, or PODs on a property to be used for the temporary outdoor storage of debris, materials, equipment and/or other personal property, outside an enclosed of a residential or non-residential building for purposes other than decoration, ornamentation and/or proper disposal. Storage of materials, debris, garbage, personal property other than motor vehicles permitted herein, or junk within an open carport whether or not it is and/or storage beneath a tarpaulin or similar cover outside an enclosed building shall be considered outdoor storage.

Pickup truck means any motor vehicle designed primarily for the transportation of property with a permanently attached open cargo or utility box not extending above the vehicle roofline and having a carrying capacity of one ton or less.

Project/special-purpose vehicle means a vehicle having greater than nominal salvage value and/or which has been constructed for purposes other than regular transportation including, but not limited to, racing vehicles or vessels, dune buggies, swamp buggies, show vehicles, active restoration or repair projects, etc.

Trailer means any assembly designed to be towed or hauled by a motor vehicle, including, but not limited to, open or enclosed cargo trailers with or without cargo, boat trailers and campers designed to be hauled within the cargo box of a pickup truck.

(Ord. No. 8-1992, § I, 9-16-1992; Code 1978, § 30-2)

Section 3. Chapter 68, Sec. 68-3, is hereby amended to add subsection (11), as follows:

Sec. 68-3. Prohibited outdoor storage in residential zoning districts.

Outdoor storage on a site zoned for single-family or duplex residences is subject to the following conditions and restrictions:

- (1) Automobiles, pickup trucks, light vans and/or motorcycles used for regular transportation shall be stored within an open carport, within an approved driveway and/or within a swale area adjacent to the site provided, however, the storage of any vehicles within the swale area shall be prohibited from dawn to dusk. All such vehicles, at all times, shall have affixed a valid license plate.
- (2) A motor home or RV, travel or camping trailer, boat/trailer combination, open or enclosed cargo trailer with or without cargo, project/special-purpose vehicle shall be stored to the rear of the front building line closest to the street and, if possible, set back from the side property lines a distance at least equivalent to the required side yard setback for the principal building. Provided, however, no such equipment

shall be stored between any building and an adjacent street, except as provided in subsection (2)c of this section. All such vehicles/trailers shall have affixed a current license plate and all boats shall have affixed a valid registration decal.

- a. Not more than one each of any two types of equipment set forth in this subsection shall be stored on such site. For purposes of this subsection, a boat/trailer or vehicle/trailer in combination shall be considered one type.
 - b. A boat may not be stored outdoors, unless the boat is on a boat trailer.
 - c. Such equipment shall be screened from adjacent properties on the side property line nearest the equipment by an obscuring fence or landscaping, which such screening shall be a minimum of six feet in height. On corner lots, when such equipment is stored between a building and an adjacent street, such equipment shall be screened on all sides visible from either adjacent street by an obscuring fence or landscaping, which such screening shall be six feet in height. Provided, however, no such equipment shall be stored within a required side yard setback between a building and an adjacent street.
 - d. When stored on the site, such equipment shall not be used for living or sleeping quarters nor for any purpose other than that for which it has been constructed. Such equipment shall not have attached thereto any utility service connection lines, except as may periodically be required to maintain the equipment and its appliances, if any.
- (3) Outdoor storage of element-sensitive equipment/materials is prohibited.
- (4) Outdoor storage of construction equipment/materials, not required for on-site construction pursuant to a valid construction permit or for normal property maintenance, loose vehicle parts and other similar accumulations is prohibited.
- (5) Outdoor storage within a utility easement, drainage easement, alley right-of-way, street right-of-way or front yard area, except as provided herein, is prohibited. Notwithstanding the foregoing, outdoor storage of project/special purpose vehicles, cargo trailers (enclosed or open), boats and motor homes and/or RVs ("vehicles") shall be permitted in utility and drainage easements, subject to the following restrictions:
- a. Any such vehicle shall not have a gross vehicle weight in excess of 30,000 pounds.
 - b. Any such vehicle must be placed at least seven feet from the rear property line.
 - c. Such storage must not interfere with the rights of the easement holder to access and utilize the easement for the purposes intended by the easement.
 - d. No structures may be erected within such easement.
 - e. No vehicle may be stored directly over a culvert or other drainage infrastructure.

- f. Any such vehicle must be relocated at the request of the easement holder or the town's director of public works or the director's designee.
- (6) Outdoor storage shall be limited to personal property owned or leased by the occupant-owner or occupant-lessee of the site.
- (7) Outdoor storage and the area of storage shall be maintained in a clean, neat and presentable manner.
- (8) Outdoor storage of play-sets, gyms, slides, swing sets and similar equipment is prohibited in the front yard in any residential zoning district.
 - a. In the rear or side yards, play-sets, gyms, slides, swing sets and similar equipment shall be screened from abutting properties and adjacent streets by an obscuring fence, wall or hedge, wherever possible.
 - b. Freestanding basketball backboards are exempt from this restriction as long as they are placed in the driveway.
- (9) Appliances and household furniture that are not designated for exterior use are prohibited in front yards, open front porches, and open carports.
- (10) Private swimming pools, to include in-ground or above-ground swimming pools, shall be prohibited in front yards.

(11) Outdoor temporary storage containers or PODs or any similar type of container are prohibited unless a permit for the placement of such container has been received from the Town's Community Development Department. Outdoor temporary storage containers shall only be permitted on residential properties or construction sites where they are located in an appropriate area and on a surface approved by the town pursuant to a building permit. Outdoor temporary storage containers shall only remain on the property at the approved location for the duration of the time when moving activities, or other active work on a residential property or construction site, is being pursued pursuant to the building permit, not to exceed 90 days. Extensions are not permitted. Off-site storage solutions are required for periods over 90 days.

Section 4. Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 5. Codification.

The Sections of the Ordinance may be renumbered or re-lettered to accomplish such, and the word "Ordinance" may be changed to "section", "article", or any other appropriate word.

Section 6. Repeal of Laws in Conflict.

All Ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. Effective Date.

This Ordinance shall take effect immediately upon adoption by the Town Commission.



Town of Lake Park Town Commission

Item 2.

Agenda Request Form

Exhibit C

Meeting Date: February 7, 2024

Agenda Item No.

Agenda Title: 1100 2nd Court – Property Updates.

[] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [X] OLD BUSINESS
[] ORDINANCE
[] NEW BUSINESS
[] OTHER

Approved by Town Manager Bambi McKibbon-Turner Date: 2024.01.30 12:02:05 -05'00'
Nadia Di Tommaso / Community Development Director
Name/Title

Originating Department: Community Development	Costs: Town Attorney Memo Funding Source: Legal Acct. # 108 -31100 [] Finance <small>Barbara A. Gould</small>	Attachments: ➔ Town Attorney Memo
Advertised: Date: Paper: [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone____ OR Not applicable in this case <i>ND</i> Please initial one.

Summary Explanation/Background:

The Town acquired 1100 2nd Court through foreclosure in September 2021. In November 2022, the Town sold the property to the current owners, Natasha A. Quiza and Igor Jose O. De Almeida, through a formal solicitation process which resulted in the current owners being selected by the Town Commission pursuant to their purchase price and proposal to substantially reconstruct the home, but with the ability to keep the existing concrete block system. The sales contract stipulated the following conditions:

Buyer agrees to meet and comply with the following conditions:

- (1) Demolition, with the exception of the concrete block system, and construction of a new single-family home in accordance with the Town Code and Florida Building Code.***
- (2) Buyer will apply for permits for the demolition and construction within 60 days of assuming ownership of the Property, and that all associated construction work, along with the issuance of a Certificate of Occupancy, shall be completed on or before 1 year following the issuance of the building permit for construction of the single-family home.***
- (3) Buyer shall occupy the home as the Buyer's or Buyer's immediate family member, primary residence for a period of at least 5 years from the date of issuance of the Certificate of Occupancy. Immediate family member is defined as: parents, spouse, children, domestic partner, sister, brother, grandparents and those relationships that arise as a result of marriage or adoption, or legal guardianship.***

Since November 2022, the Town met with the owners several times and as a courtesy, the Town Manager also granted a couple of extensions due to the owner's difficulties with their consultants. The property owners were communicating monthly updates with Staff however, permit applications

were not received in 2023. While Staff understands this is a result of their consultants not completing their required plans for a full permit application (Staff also verified this with their consultant), this has resulted in the property being left unattended for a much longer period than original anticipated. Consequently, Code Compliance cited the property (even though this was not our objective since a lien and fines would not eliminate the eyesore – the goal is reconstruction).

One January 23, 2024, the Town Manager and Community Development Director met with the property owners. At this meeting, the Town was informed that the owner's signed and sealed plans are ready and they anticipate being able to submit for permits very soon (they were simply waiting on some product approvals). We also discussed the 3D concrete printing technology however, after some follow-up with the 3D concrete printing contractor, it was confirmed by them that it would be best for the owners to move forward with their signed and sealed plans using traditional construction. This determination was based on the fact that they are able to maintain the concrete block system and do not require full demolition. While there is a significant cost savings with 3D concrete printing, since 1100 2nd Court does not need to fully demolish (demolition would run anywhere from \$25K-\$45K) and can keep the block walls (replacing them would cost \$100K+), the 3D concrete printing contractor recommended they move forward with traditional construction given the circumstances. Consequently, the owners initiated a permit submittal through the CAP online portal on 01/29/2024. We are missing a few documents before being able to process the permit application, but the owners are moving forward in CAP at this point. The owners also expressed some difficulties in obtaining materials in a timely fashion, particularly windows/doors, since it seems there is a 6-8 month delay after order placement. They are exploring other companies who may be able to provide materials quicker. They anticipate the home will take 8-10 months to complete after construction is initiated.

Staff will of course continue to stay on top of the construction progress and will expedite the permit review (once their submittal packet is complete) and processing. The owners indicated that they are fully funded for their construction and money is not an issue at this point.

Due to work conflicts, the owners informed us in our January 23 meeting that they are unable to attend the Commission meeting on February 7, but their objective is to also move forward as quickly as possible since they are renting a home and did not anticipate to have these added expenses for this long. Their reconstructed one-story home at 1100 2nd Court is estimated to be approximately 60% larger than the existing footprint at approximately 3,200+/- SF under air once completed.

In light of the delays, the Town Attorney also prepared a Memo for the Town Manager on January 26, 2024. A copy is enclosed.

Recommended Motion: For discussion only.



Town of Lake Park Town Commission

Item 2.

Agenda Request Form

Exhibit D

Meeting Date: February 7, 2024
Originating Department: Special Events
Agenda Title: Coastal Middle and High School Waiver Requests

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=jdagostino@lakeparkflorida.gov, c=US
Date: 2024.01.26 16:53:39 -05'00' **Date:**

Cost of Item: \$150.00 **Funding Source:** Special Events Department Budget
Account Number: 600-14000 **Finance Signature:** Barbara A. Gould Digitally signed by Barbara A. Gould
DN: cn=Barbara A. Gould, o=Town of Lake Park, ou=Finance Dept.,
email=bgould@lakeparkflorida.gov, c=US
Date: 2024.01.26 15:00:18 -05'00'

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 June 30, 2023 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 25, 2024 from 6:00 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> (monetary or other)	<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 waive the facility rental fees for Coastal Middle & High School Prom.



TOWN OF LAKE PARK
PUBLIC COMMENT CARD

Item 2.

MEETING DATE: 2/7/24

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

Name: Michael HENSLEY
Address: 822 Hawthorne Drive Lake Park FL 33703
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):

Introduce

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 Town Commission

Agenda Request Form

Meeting Date: February 21, 2024

Agenda Item No. _____

Agenda Title: Resolution Authorizing and Directing the Mayor to Execute Amendment No. 3 to the Grant Agreement Between the State of Florida, Department of State, Division of Historical Resources, and the Town of Lake Park for Town Hall Preservation Work Activities.

[] SPECIAL PRESENTATION/REPORTS [X] **CONSENT AGENDA**
 [] BOARD APPOINTMENT [] OLD BUSINESS
 [] PUBLIC HEARING ORDINANCE ON ____ 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=jdagostino@lakeparkflorida.gov, c=US
 Date: 2024.02.16 13:55:25 -05'00' Date: _____

John Wille -- Capital Projects
 Name/Title

Originating Department: Public Works	Costs: N/A Funding Source: N/A Acct. # N/A [X] Finance _____	Attachment: <ul style="list-style-type: none"> Grant Agreement # 23.h.sc.100.018 Amendment #3
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 _____ Please initial one.

Summary Explanation/Background:

Background:

The Town of Lake Park Town Hall was constructed in 1927 and is listed on the National Register of Historic Places. The picturesque facility is the home for the Town's municipal government and is visited regularly by community residents and local business owners alike.

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.

In August 2021, Town staff submitted a grant application to the Florida Department of State, Division of Historical Resources (the Department), for design and construction funding that would allow the Town to replace the existing roof and waterproof & paint of the exterior of the Town Hall (Project A).

Furthermore, in June of 2022, the Town received notice that its grant application for Project A was approved in the amount of **\$325,000.00**, with a match in an equal amount provided from the Town. Accordingly, the total funding available for the Project is **\$650,000.00**. In order to access grant-related funding for Project A, the Town was required to execute an agreement, which was authorized via Resolution 40-07-22 on July 20, 2022.

The Town with Division of Historic Preservation approval was able to amend the grant project budget breakdown to more accurately define the expected expenditures for each of the proposed grant work items.

The Division of Historic Preservation has authorized said amendment to the agreement.

It is important to note that the proposed amendment does not change the total amount of the awarded Grant, only the allowable funding available for each of the work item activities in the project's scope of work.

The Town Manager recommends approval.

Recommended Motion: I move to adopt Resolution No. _____

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 Budgets

Description	Grant Funds	Cash Match	In Kind Match
Architectural/Engineering Services, including structural engineering	\$0	\$80,000	\$0
Roof replacement	\$120,000	\$120,000	\$0
Exterior painting and exterior cleaning by the gentlest means possible, and replace failing window and door sealant	\$100,000	\$45,000	\$0
Restore exterior masonry, wood, and metal surfaces	\$10,000	\$10,000	\$0
Repair balconies	\$70,000	\$70,000	\$0
Repair structural roof trusses	\$25,000	\$0	\$0
Totals	\$325,000	\$325,000	\$0

Amended Budgets

Description	Grant Funds	Cash Match	In Kind Match
Architectural/Engineering Services, including structural engineering	\$0	\$80,000	\$0
Roof replacement	\$150,000	\$120,000	\$0
Exterior painting and exterior cleaning by the gentlest means possible, and replace failing window and door sealant	\$30,000	\$15,000	\$0
Restore exterior masonry, wood, and metal surfaces	\$0	\$30,000	\$0

Description	Grant Funds	Cash Match	In Kind Match
Repair balconies	\$80,000	\$80,000	\$0
Repair structural roof trusses	\$65,000	\$0	\$0
Totals	\$325,000	\$325,000	\$0

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

Item 4.

Agenda Request Form

Meeting Date: February 21, 2024

Agenda Item No.

Agenda Title: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 28, ARTICLE II, SECTION 28-32(m) PERTAINING TO APPLICATIONS FOR BUSINESS TAX RECEIPTS AND INSPECTIONS

- | | | | |
|-------------------------------------|--|--------------------------|----------------|
| <input type="checkbox"/> | SPECIAL PRESENTATION/REPORTS | <input type="checkbox"/> | CONSENT AGENDA |
| <input type="checkbox"/> | BOARD APPOINTMENT | <input type="checkbox"/> | OLD BUSINESS |
| <input checked="" type="checkbox"/> | ORDINANCE on 1st Reading | | |
| <input type="checkbox"/> | NEW BUSINESS | | |
| <input type="checkbox"/> | 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=jdagostino@lakeparkflorida.gov, c=US
Date: 2024.02.16 13:49:35 -05'00' Date: _____

Nadia Di Tommaso, Community Development Director
Name/Title

Originating Department: Town Attorney/Community Development	Costs: \$ Legal Review Funding Source: Legal Acct. 108 -31100 <input type="checkbox"/> Finance <small>Barbara A. Gould Digitally signed by Barbara A. Gould DN: cn=Barbara A. Gould, o=Town of Lake Park, ou=Finance Dept, email=bgould@lakeparkflorida.gov, c=US Date: 2024.02.13 10:21:14 -05'00'</small>	Attachments: ➔ Ordinance __-2024
Advertised: Date: N/A 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_ ND Please initial one.

Summary Explanation/Background:

The Town Attorney advised the Community Development Department that certain modifications are required to the existing Town Code inspection requirements for rental property business tax receipts. The Town already requires inspections of rental properties. The enclosed Ordinance now includes more specific language pertaining to the rental property inspections in that the consent of the property owner, occupant, lessee, or a warrant is needed to conduct such inspections. This matter was raised at a recent Special Magistrate Hearing and the Town Attorney determined that these changes are necessary in order to render our Ordinance (and process) legally viable.

Recommended Motion: I move to “**APPROVE**” Ordinance __-2024.

ORDINANCE 02-2024

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 28, ARTICLE II, SECTION 28-32(m) PERTAINING TO APPLICATIONS FOR BUSINESS TAX RECEIPTS AND INSPECTIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapters 163, Florida Statutes; and

WHEREAS, the Town Commission has adopted regulations regarding the taxation of businesses which are codified in Chapter 28 of the Town Code; and

WHEREAS, the Town Commission has determined that clarification to Town Code Section 28-32(m) of the Code pertaining to rental business tax receipt inspections is required; and

NOW, THEREFORE, be it ordained by the Town Commission of the Town of Lake Park, Florida that:

Section 1. The whereas clauses are incorporated herein as true and correct and as the legislative findings of the Town Commission.

Section 2. Chapter 28, Article II, Section 28-32(m) of the Town Code of Ordinances is hereby amended as follows:

Sec. 28-32. – Business tax receipt required; application and pre-requisites to issuance.

(m) First time applicants shall present a current town-issued zoning that certifies the premises conforms to the town's zoning regulations and that the business operator has obtained all necessary permits, approvals, and licenses necessary to operate the business. The zoning certificate shall certify that the premises has passed all required fire inspections, building inspections, and zoning reviews, and any other town-conducted reviews and inspections. ~~including an inspection of the premises prior to any business tax receipt issued in the town at a fee established by resolution of the town commission, in order to ensure the premises is consistent with the zoning use of the property and that the premises is in compliance with the Town Code.~~ A periodic inspection of the premises for violations of the minimum housing code and other related codes will be requested of the property owner and/or tenant(s) and/or lessee(s) at a reasonable time following the submission of an application under section 28-32. No inspection of the premises shall be conducted without the Town first obtaining:

1) the consent of the property owner, in the case of a vacant property being marketed as available for lease, sublease, or rent; or

2) the consent of the current occupant and/or lessee, in the case of a property where there exists a current tenant and/or occupant of the property prior to the filing of an application under this section; or

3) the issuance of an inspection warrant as described in §933.20, Fla. Stat.

~~The inspection of the premises requirement~~ The request to periodically inspect a property shall apply to businesses that have previously been issued a business tax receipt, including rental business tax receipts. ~~, with the inspection required no later than September 30, 2020. All new applications, which include a change in the name of the business, or a change in the ownership of the business, must obtain an inspection of the premises. At least one zoning inspection every five years shall be conducted.~~

Section 3. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Repeal of Laws in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Codification. The sections of the Ordinance may be made a part of the Town Code of Laws and Ordinances and may be renumbered or relettered to accomplish such, and the word “ordinance” may be changed to “section,” “article,” or any other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon execution.



Town of Lake Park
Town Commission Meeting
Meeting Date: February 21, 2024
PARKING CODE TEXT AMENDMENT

Item 5.

STAFF MEMO & PROPOSED ORDINANCE

PROPOSAL

Pursuant to Town Commission feedback, staff is bringing back an ordinance for reducing the standard parking space width by 1 foot. Previously, another version of this ordinance was brought before the Town Commission including provisions for compact parking, which has been removed from this latest version. Please note parking structures are regulated separately in the code and these code changes will effect surface parking lots only, per the Commission's prior direction.

Staff has often received feedback from building permit and site plan development applicants that our standard parking space dimensions of 10' X 18'6" are larger than average and thus can be difficult to adhere to, particularly on sites with land area constraints. Upon examination of other codes, it does indeed appear our spaces – specifically the widths – are on the larger end of the average. For example, in Palm Beach Gardens, their "general" parking space is 9' X 18'6"; in Tequesta, their standard is 9' X 18'; and in West Palm Beach, their standard parking space is only 8'6" X 18'. Palm Beach County also utilizes a 9' X 18' standard.

Especially as the Town pursues urban redevelopment projects, we feel a 1 foot reduction in the width of the required standard 90-degree parking space will prove beneficial for redevelopments while still providing a specification that is in keeping with other municipal and county code averages.

Staff believes these changes will help existing sites with restricted land area meet the required parking dimensions when resurfacing and restriping their lots and assist new developments in adding more parking overall. It is important to note the code only establishes minimum specifications, so applicants could still provide larger stall sizes if they chose to do so.

The substance of the code changes is detailed below. Note that the letters in the second from the top row of Table 78-142-1 correspond with the letters indicated on Figure 78-142-1, which conceptually illustrate the substance of the proposed changes.

Angle	Stall Width	Stall Depth	Aisle Width	Curb Length	Wall to Wall Width	Interlock to Interlock Width	Stall Depth to Interlock	Land Use
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
45	10'0"	17'6"	12'0"	14'0"	47'0"	44'0"	15'6"	General
	12'0"	17'6"	12'0"	17'0"	47'0"	44'0"	15'6"	Handicapped

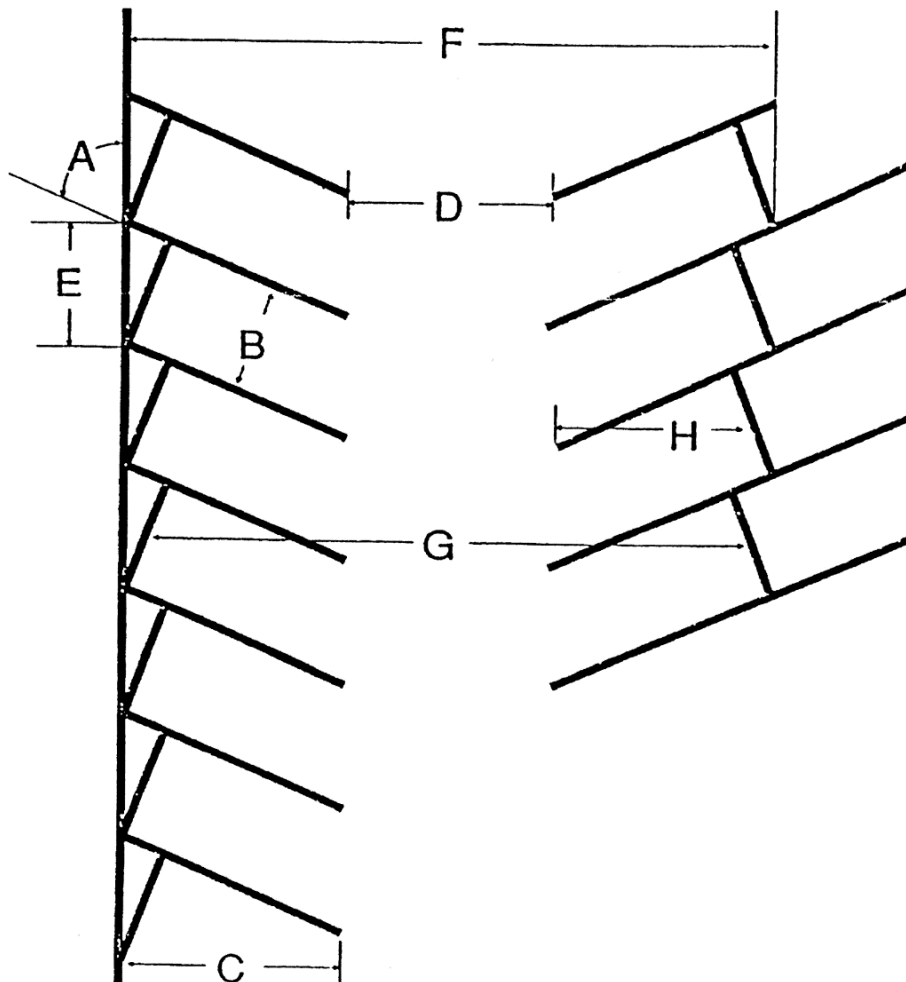


Town of Lake Park
Town Commission Meeting
Meeting Date: February 21, 2024
PARKING CODE TEXT AMENDMENT

Item 5.

60	10'0"	19'0"	14'0"	11'6"	53'0"	50'0"	17'6"	General
	12'0"	19'0"	14'0"	14'0"	53'0"	50'0"	17'6"	Handicapped
70	10'0"	19'6"	17'0"	10'6"	56'0"	54'0"	18'6"	General
	12'6"	19'6"	17'0"	12'6"	56'0"	54'0"	18'6"	Handicapped
75	10'0"	19'6"	21'0"	10'6"	60'0"	58'0"	18'6"	General
	12'0"	19'6"	21'0"	12'6"	60'0"	58'0"	18'6"	Handicapped
80	10'0"	19'6"	22'0"	10'0"	61'0"	60'0"	19'0"	General
	12'0"	19'6"	22'0"	12'0"	61'0"	60'0"	19'0"	Handicapped
90	9'10" 9'10"	18'6"	24'0"	9'10" 9'10"	61'0"	61'0"	18'6"	General
	12'6"	18'6"	24'0"	12'0"	61'0"	61'0"	18'6"	Handicapped

Figure 78-142-1



Planning & Zoning Board: This item was considered at the Monday, October 2, 2023 public meeting and the Board recommended **approval at a vote of (4-0)**.



**Town of Lake Park
Town Commission Meeting
Meeting Date: February 21, 2024
PARKING CODE TEXT AMENDMENT**

Item 5.

Staff Recommendation: Approval



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 21, 2024

Agenda Item No.

Agenda Title: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE V, SECTION 78-142, TABLE 78-142-1 TO REDUCE THE PARKING DIMENSIONS FOR 90-DEGREE PARKING SPACES; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

☐ SPECIAL PRESENTATION/REPORTS ☐ CONSENT AGENDA
☐ BOARD APPOINTMENT ☐ OLD BUSINESS
☒ **ORDINANCE ON 1st READING**
☐ NEW BUSINESS
☐ OTHER

Approved by Town Manager John D'Agostino Date: _____
Digitally signed by John D'Agostino
 DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager, email=jdagostino@lakeparkflorida.gov, c=US
 Date: 2024.02.13 16:38:07 -05'00'

Anders Viane / Planner
 Name/Title

Originating Department: Community Development	Costs: Funding Source: Acct: <input type="checkbox"/> Finance _____	Attachments: → Ordinance __-2024 → TC Memo
Advertised: Date: Paper: <input checked="" type="checkbox"/> Not Required (to be advertised prior to second reading)	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 AV Please initial one.

Summary Explanation/Background:

Please refer to TC Memo for full details.

Planning & Zoning Board: This item was considered at the Monday, October 2, 2023 public meeting and the Board recommended **approval at a vote of (4-0)**.

**Recommended Motion: I MOVE TO APPROVE ORDINANCE NO. __-
2024 on first reading.**

ORDINANCE NO. 03-2024

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE V, SECTION 78-142, TABLE 78-142-1 TO REDUCE THE PARKING DIMENSIONS FOR 90-DEGREE PARKING SPACES; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town Commission has developed parking space dimensional standards, which are codified in Chapter 78, Article V, Section 78-142, Table 78-142-1 of the Town's Code of Ordinances; and

WHEREAS, the Community Development staff has recommended that the Town Commission amend Town Code, Chapter 78, Article V, Section 78-142, Table 78-142-1 to reduce the dimensions that are required for standard parking spaces.

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

Section 1. The whereas clauses are incorporated herein as true and correct and as the legislative findings of the Town Commission.

Section 2. Chapter 78, Article V, Section 78-142, Table 78-142-1 of the Town Code is hereby amended to read as follows:

TABLE 78-142-1

MINIMUM PARKING BAY DIMENSIONS FOR NONRESIDENTIAL USES
AND RESIDENTIAL USES WITH SHARED PARKING LOTS

Angle	Stall Width	Stall Depth	Aisle Width	Curb Length	Wall to Wall Width	Interlock to Interlock Width	Stall Depth to Interlock	Land Use
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
45	10'0"	17'6"	12'0"	14'0"	47'0"	44'0"	15'6"	General
	12'0"	17'6"	12'0"	17'0"	47'0"	44'0"	15'6"	Handicapped
60	10'0"	19'0"	14'0"	11'6"	53'0"	50'0"	17'6"	General

	12'0"	19'0"	14'0"	14'0"	53'0"	50'0"	17'6"	Handicapped
70	10'0"	19'6"	17'0"	10'6"	56'0"	54'0"	18'6"	General
	12'6"	19'6"	17'0"	12'6"	56'0"	54'0"	18'6"	Handicapped
75	10'0"	19'6"	21'0"	10'6"	60'0"	58'0"	18'6"	General
	12'0"	19'6"	21'0"	12'6"	60'0"	58'0"	18'6"	Handicapped
80	10'0"	19'6"	22'0"	10'0"	61'0"	60'0"	19'0"	General
	12'0"	19'6"	22'0"	12'0"	61'0"	60'0"	19'0"	Handicapped
90	910 0"	18'6"	24'0"	910 0"	61'0"	61'0"	18'6"	General
	12'6"	18'6"	24'0"	12'0"	61'0"	61'0"	18'6"	Handicapped

Section 3. Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Codification.

The Sections of the Ordinance may be renumbered or re-lettered to accomplish such, and the word "Ordinance" may be changed to "section", "article", or any other appropriate word.

Section 5. Repeal of Laws in Conflict.

All Ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. Effective Date.

This Ordinance shall take effect immediately upon adoption by the Town Commission.

**Town of Lake Park Town Commission****Agenda Request Form****Meeting Date: February 21, 2024****Agenda Item No.****Agenda Title: Resolution Approving a Two-Year Amnesty Period for Gravel Driveways.**

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

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: 2024.02.12 16:19:50 -05'00'

Nadia Di Tommaso / Community Development Director**Name/Title**

Originating Department: Community Development	Costs: \$ Legal Review Funding Source: Legal Acct. # 108 -31100 <input type="checkbox"/> Finance <small>Barbara A. Gould</small> <small>Digitally signed by Barbara A. Gould DN: cn=Barbara A. Gould, o=Town of Lake Park, ou=Assistant Town Manager/Human Resources, c=US Date: 2024.02.12 16:19:50 -05'00'</small>	Attachments: Resolution __-02-24
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <i>ND</i> Please initial one.

Summary Explanation/Background:

At the December 6, 2023 Town Commission meeting, the Town Commission asked Staff to bring back a Resolution approving a two-year Amnesty period for non-conforming gravel driveway compliance. The Town Commission acknowledged that approximately 40 properties in the Town contain non-conforming gravel driveways. The Town Commission recognizes that requiring property owners to immediately bring their properties into compliance with the Town Code by eliminating their gravel driveways may pose an economic hardship for some property owners. Therefore, a two-year amnesty period through March 1, 2026 is proposed to allow property owners to come into compliance with the Town Code by paving their driveways. Following the approval of this Resolution, Town Staff will provide courtesy notices to the property owners of all properties which currently maintain gravel driveways on their properties in March and September of each year of the amnesty period via standard U.S. Mail to direct them that they must comply with the Town Code, and to notify them that grant assistance to those property owners who qualify may be available.

Recommended Motion: I move to APPROVE Resolution __-02-24.

RESOLUTION NO.11-02-24**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, PROVIDING FOR A TWO-YEAR AMNESTY PERIOD TO ALLOW PROPERTIES WITH EXISTING NON-CONFORMING GRAVEL DRIVEWAYS TO ELIMINATE THEM SO AS TO COME INTO COMPLIANCE WITH THE TOWN CODE; AND PROVIDING FOR AN EFFECTIVE DATE.**

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 previously enacted regulations in the Town Code of Ordinances which require paved driveways in the Town; and

WHEREAS, the existing regulations prohibit the use of gravel as a primary surface material for driveways; and

WHEREAS, in December 2023 the Town Commission acknowledged that approximately 40 properties in the Town contain non-conforming gravel driveways; and

WHEREAS, the Town Commission has determined that the property owners whose properties contain gravel driveways must comply with the Town Code and eliminate these gravel driveways; and

WHEREAS, the Town Commission recognizes that requiring property owners to immediately bring their properties into compliance with the Town Code by eliminating their gravel driveways may pose an economic hardship for some property owners; and

WHEREAS, the Town Commission hereby directs the Town Manager to provide property owners with a two-year amnesty period through March 1, 2026 to allow property owners to come into compliance with the Town Code by paving their driveways; and

WHEREAS, Town Manager is directed to provide courtesy notices to the property owners of all properties which currently maintain gravel driveways on their properties in March and September of each year of the amnesty period via standard U.S. Mail to direct them that they must comply with the Town Code, and to notify them that grant assistance to those property owners who qualify may be available.

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

Section 1. The foregoing recitals are incorporated herein.

Section 2. The Commission hereby approves a two-year amnesty period through March 2026. Any property that continues to maintain a gravel driveway after the expiration of the amnesty period shall be immediately cited for a code violation and noticed for a hearing before the Town's Code Enforcement Magistrate.

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

P:\DOCS\26508\00002\DOC\29D5942.DOCX



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 21, 2024

Agenda Item No.

Agenda Title: Designation of Voting Delegate & Alternate(s) to the Palm Beach County League of Cities.

- ☐ 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=jdagostino@lakeparkflorida.g
ov, c=US
Date: 2024.02.16 13:52:31 -05'00' Date: _____

Vivian Mendez, Town Clerk, MMC
 Title _____

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Palm Beach County Voting Delegate Form
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>VM</u> Please initial one.

Summary Explanation/Background:

The Palm Beach County updates their voting delegation form yearly. The purpose of this agenda item is for the Commission to designate a voting delegate for the year.

Recommended Motion: I move to appoint _____ as the Voting Delegate and _____ as the alternate Voting Delegate for the Town of Lake Park.

Palm Beach County League of Cities Directory & Contact Update Form

To keep the League directory and notification methods as current and up-to-date as possible, please complete this form. **Deadline Friday April 12, 2024.** Thank you for your assistance!

Town-City-Village Name:	Population:
Official Address:	
Telephone:	Fax:
Schedule of Meetings:	Office Hours:
Next Election Date:	Term Limits:
Does your charter allow for or require a run off?	
Website	Number of Employees:
Town/City/Village Manager:	E-mail:
Manager Salary:	
Assistant Manager:	E-mail:
Town/City/Village Clerk:	E-mail:
Clerk Salary:	
Attorney:	E-mail:
Police Chief:	E-mail:
Fire Chief:	E-mail:
Assistant to Town/City/Village Manager:	Number:
	E-mail:

www.palmbeachcountyleagueofcities.org | rradcliffe@pbcgov.org

Tel. 561-355-4484 · Fax 561-355-6545

P.O. Box 1989, Gov. Center, West Palm Beach, FL 33402

Office: Governmental Center, 301 North Olive Ave., West Palm Beach, FL 33401

Mayor:		Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
Email:	City Hall Telephone	
City Cell:	Personal Cell (League internal use only):	
Assistant to Mayor:	Number:	E-mail:
Mayor Salary:		
Title:	Name:	Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
E-mail:	City Hall Number:	
City Cell:	Personal Cell (League internal use only):	
Assistant to Title:	Number:	E-mail:
Salary:		
Title:	Name:	Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
E-mail:	City Hall Number:	
City Cell:	Personal Cell (League internal use only):	
Assistant to Title:	Number:	E-mail:
Salary:		
Title:	Name:	Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
E-mail:	City Hall Number:	
City Cell:	Personal Cell (League internal use only):	
Assistant to Title:	Number:	E-mail:
Salary:		

Title:	Name:	Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
E-mail:		City Hall Number:
City Cell:		Personal Cell (League internal use only):
Assistant to Title:	Number:	E-mail:
Salary:		

Title:	Name:	Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
-mail:		City Hall Number:
City Cell:		Personal Cell (League internal use only):
Assistant to Title:	Number:	E-mail:
Salary:		

Title:	Name:	Seat/ District/ Group/Letter:
If Term Limited, Current Term		Term Expires:
E-mail:		City Hall Number:
City Cell:		Personal Cell (League internal use only):
Assistant to Title:	Number:	E-mail:
Salary:		