



Town of Lake Park, Florida

Centennial Celebration Committee Meeting Agenda

Tuesday, December 05, 2023 at 6:30 PM

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

John Linden	—	Commissioner/Chair
Evelyn Harris Clark	—	Vice Chair
Roger Michaud	—	Mayor
Mary Beth Taylor	—	Commissioner
Patricia Leduc	—	Committee Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Centennial Celebration Committee, 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.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA:

- 1.** Centennial Celebration Committee Meeting Minutes - November 8, 2023

NEW BUSINESS:

- 2.** Centennial Celebration Time Capsule Ceremony Post Event Discussion
- 3.** Centennial Celebration Festival Post Event Discussion

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.

COMMITTEE MEMBER COMMENTS:

ADJOURNMENT:



Town of Lake Park, Florida

Centennial Celebration Committee Meeting Minutes

Wednesday, November 08, 2023 at 6:30 PM

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

John Linden	—	Commissioner/Chair
Evelyn Harris Clark	—	Vice Chair
Roger Michaud	—	Mayor
Mary Beth Taylor	—	Commissioner
Patricia Leduc	—	Committee Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Centennial Celebration Committee, 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.

CALL TO ORDER/ROLL CALL

6:30 P.M.

PRESENT

Commissioner/Chair John Linden
 Mayor Roger Michaud
 Commissioner Mary-Beth Taylor
 Board Member Patricia Leduc

ABSENT

Board Member Evelyn Harris Clark

PLEDGE OF ALLEGIANCE

Commissioner/Chair Linden

CONSENT AGENDA:

Motion made to approve the Consent Agenda by Board Member Leduc, Seconded by Mayor Michaud.

Voting Yea: Commissioner/Chair Linden, Mayor Michaud, Commissioner Taylor, Board Member Leduc

1. Centennial Celebration Committee Meeting Minutes - October 3, 2023

NEW BUSINESS:

2. Centennial Celebration Time Capsule Ceremony.

Special Events Director Riunite Franks explained the logistics of the event. The Committee discussed what to do with the time capsule items that are removed during the ceremony. They also discussed what to place in the next time capsule. A decision of what exactly would be placed in the next capsule would be discussed at the final meeting.

Special Events Director Franks asked the Committee for alternative music options because the area school bands will be in Orlando for a yearly event. The Committee thought playing music from any digit device would work. The Committee decided to have the Kelsey City song play on the speakers within Town Hall when the time capsule arrived. The Committee discussed how to transport the items to Town Hall. They decided to contact the Palm Beach County Sheriff's Office and find out if their mounted or motor unit would be available. If they are not available, they would reach out to others who own vintages vehicles.

3. Centennial Celebration Festival.

Special Events Director Franks explained the event. The fireworks display will begin at 8:30 P.M. The Committee discussed sponsorship vendors that had not responded to set up a tent at the event. They also discussed extending the opportunity to set up tents to local businesses. They discussed safety during the event due to the different crisis' taking place around the world. They discussed the issue of having alcohol vendors and one vendor offering sample Kelsey City Craft Beer. The Committee decided to reach out to the Town Attorney for direction and to allow both vendors to sell and provide samples during the event.

Committee Member Leduc asked if any Kelsey family members would be in attendance for the final event. Special Events Director Franks stated that the only communication with them resulted in them saying that they were not sure if they could attend the event. They will be reaching out again to see if they have made a decision.

Committee Member Leduc asked if the event would be covered by the media. Special Events Director Franks stated that press releases have been sent to the different news organizations, but there has been no confirmation of any of them attending.

PUBLIC COMMENT:

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NONE

COMMITTEE MEMBER COMMENTS:

NONE

ADJOURNMENT:

8:10 P.M.

Motion made to adjourn by Board Member Leduc, Seconded by Mayor Michaud.

Voting Yea: Commissioner/Chair Linden, Mayor Michaud, Commissioner Taylor, Board Member Leduc

FUTURE MEETING DATE: The next scheduled Centennial Celebration Committee will be conducted on December 5, 2023.



**Town of Lake Park
Centennial Celebration Committee**

Agenda Request Form

Meeting Date: December 5, 2023
Originating Department: Special Events
Agenda Title: Centennial Celebration Time Capsule Ceremony Post Event Discussion

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

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

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

Attachments: _____

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

Summary Explanation/Background:

Staff would like the Committee to discuss the pros and cons of the Centennial Celebration Time Capsule Ceremony. The event was held on Thursday, November 16 at the Clock Tower and inside the Commission Chamber..

Recommended Motion: No motion required.



Town of Lake Park Centennial Celebration Committee

Agenda Request Form

Meeting Date: December 5, 2023

Originating Department: Special Events

Agenda Title: Centennial Celebration Festival Post Event Discussion

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

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

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

Advertised:

Date: _____ **Newspaper:** _____

Attachments: _____

Please initial one:

_____ Yes I have notified everyone

X _____ Not applicable in this case

Summary Explanation/Background:
 Staff would like the Committee to discuss the pros and cons of the Centennial Celebration Festival. The event was held on Saturday, November 18 from 3:00 pm – 9:00 pm in Kelsey Park East.

Recommended Motion: No motion needed.