



# AGENDA

Lake Park Town Commission  
Town of Lake Park, Florida  
Regular Commission Meeting  
Wednesday, February 2, 2022, 6:30 P.M.  
Commission Chamber, Town Hall  
535 Park Avenue, Lake Park, FL 33403

<b>Michael O'Rourke</b>	—	<b>Mayor</b>
<b>Kimberly Glas-Castro</b>	—	<b>Vice-Mayor</b>
<b>Erin T. Flaherty</b>	—	<b>Commissioner</b>
<b>John Linden</b>	—	<b>Commissioner</b>
<b>Roger Michaud</b>	—	<b>Commissioner</b>
<hr style="border-top: 1px dashed black;"/>		
<b>John O. D'Agostino</b>	—	<b>Town Manager</b>
<b>Thomas J. Baird, Esq.</b>	—	<b>Town Attorney</b>
<b>Vivian Mendez, MMC</b>	—	<b>Town Clerk</b>

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.*

A. **CALL TO ORDER/ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **SPECIAL PRESENTATION/REPORT:**

1. ICMA 20-Years of Service Certificate to Bambi McKibbon-Turner

Tab 1

D. **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.

E. **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. January 19, 2022 Regular Commission Meeting Minutes

Tab 2

3. Request to Authorize the Town Manager to Accept a Proposal from C.R. Dunn, Inc., to Provide Labor, Materials and Equipment required to Upgrade of the Electrical Lighting at the Lake Shore Park Tennis Courts, per Pricing and Terms of the City of West Palm Beach Contract Number 20002.014 (Cooperative Purchase). Tab 3

F. PUBLIC HEARING(S) - ORDINANCE ON FIRST READING: None

G. PUBLIC HEARING(S) - ORDINANCE ON SECOND READING: None

H. NEW BUSINESS:

4. Resolution 03-02-22 Fiscal Year 2021/2022 Budget Adjustments

Tab 4

I. 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.

J. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

K. COMMISSION WILL NOW RECESS THE COMMISSION MEETING AND GO INTO AN EXECUTIVE SESSION.

The Town Commission for the Town of Lake Park will have an Executive Session pursuant to Florida Statute 447.605(1) in the Town Hall Mirror Ballroom. Those in attendance shall be: Mayor Michael O'Rourke; Vice-Mayor Kimberly Glas-Castro; Commissioners Erin Flaherty; John Linden; and Roger Michaud; also in attendance will be Town Manager John D'Agostino; Assistant Town Manager/Human Resources Director Bambi McKibbon-Turner, Public Works Director Roberto Travieso and Attorney Thomas Baird for the purposes to discuss collective bargaining of the Federation of Public Employees, A Division of National Federation of Public and Private Employees (AFL-CIO).

AFTER THE EXECUTIVE SESSION THE COMMISSION WILL RECONVENE THE COMMISSION MEETING.

L. REQUEST FOR FUTURE AGENDA ITEMS:

M. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on February 16, 2022

# **Special Presentations /Reports**

# TAB 1



**Town of Lake Park Town Commission**

**Agenda Request Form**

**Meeting Date: February 2, 2022**

**Agenda Item No.**

**Agenda Title: ICMA 20 Years of Service Award to Bambi McKibbon-Turner**

- |                                     |                                   |                          |                |
|-------------------------------------|-----------------------------------|--------------------------|----------------|
| <input checked="" type="checkbox"/> | SPECIAL /REPORTS                  | <input type="checkbox"/> | CONSENT AGENDA |
| <input type="checkbox"/>            | BOARD APPOINTMENT                 | <input type="checkbox"/> | OLD BUSINESS   |
| <input type="checkbox"/>            | PUBLIC HEARING ORDINANCE ON _____ |                          | READING        |
| <input type="checkbox"/>            | NEW BUSINESS                      |                          |                |
| <input type="checkbox"/>            | OTHER: WORKSHOP _____             |                          |                |

Approved by Town Manager  Date: 1-26-22

John O. D'Agostino, Town Manager

Name/Title

<b>Originating Department:</b>  Town Manager	Costs: \$ 0 Funding Source: General Fund Acct. # _____ <input type="checkbox"/> Finance _____	<b>Attachments:</b> <ul style="list-style-type: none"> <li>Talking Points for the Presentation</li> </ul>
<b>Advertised:</b> Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties with interest in this agenda item are notified of the meeting date and time.	<input checked="" type="checkbox"/> Yes, Notified everyone OR <input type="checkbox"/> Not applicable in this case <b>Please initial one.</b>

**Summary Explanation/Background:**

At the 107<sup>th</sup> Annual ICMA Conference in Portland, Oregon Bambi McKibbon-Turner was awarded for her twenty years of service by the ICMA organization. Tonight's presentation recognizes Bambi McKibbon-Turner for her outstanding contributions to the organizations she was involved with as much as her twenty years of service to the Lake Park community.

Congratulations to Bambi McKibbon-Turner for reaching her milestone of public service.

**Recommended Motion:** No motion is necessary.

**Talking Points for Presentation to Bambi McKibbon-Turner****20 years of Service Award from ICMA**

- Bambi McKibbon-Turner is a native of Columbus Ohio.
- Bambi McKibbon-Turner started her public service career working for Congressman Don Pease for thirteen years until his retirement.
- Bambi McKibbon-Turner is celebrating twenty years with the Town of Lake Park.
- Bambi McKibbon-Turner holds a Bachelor of Arts in Human Services and Master of Science in Community Economic Development and a Master Certificate in Human Resource Management.
- An accomplished ballroom dancer, she is the loving mother of one son and two daughters.
- In 2000, Bambi McKibbon-Turner owned JCAA Enterprises, a consulting firm and has been an indispensable part of the Lake Park Family of Public Employees.
- Bambi McKibbon-Turner served as the Mission Education Chair for the American Cancer Society's Relay for Life; Treasurer and Board of Director of the Housing Services of Palm Beach County; Public Relations Chairperson and Charter member of the Lake Park Kiwanis Club and New Hampshire College Alumni Association member.
- Bambi McKibbon-Turner is a member of the Palm Beach County City and County Manager's Association, the Palm Beach County League of Cities and the Florida League of Cities.
- At home with Bambi McKibbon-Turner is her two beloved cats who she spoils beyond anyone's imagination.
- On behalf of the Town of Lake Park and Mayor O'Rourke, the entire town staff wish to congratulate Bambi McKibbon-Turner on twenty years of service to the International County Manager's Association (ICMA) organization and for her devoted service to the Town of Lake Park.

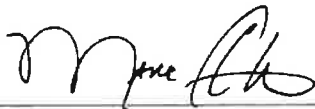
The logo for the International City and County Management Association (ICMA) is displayed in white, bold, sans-serif capital letters. It is centered within a dark blue, downward-pointing chevron shape that has a red border.

IN HONOR OF

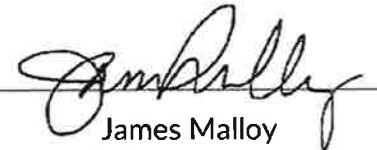
**20 YEARS OF SERVICE**

*Bambi McKibbon-Turner*

Awarded at the 107<sup>th</sup> ICMA Annual Conference in Portland, Oregon  
October 3, 2021

A handwritten signature in black ink, appearing to read "Marc A. Ott", is written over a thin horizontal line.

Marc A. Ott  
ICMA Executive Director

A handwritten signature in black ink, appearing to read "James Malloy", is written over a thin horizontal line.

James Malloy  
ICMA President

# **Consent Agenda**



# TAB 2



**Town of Lake Park Town Commission**

**Agenda Request Form**

**Meeting Date: February 2, 2022**

**Agenda Item No.**

**Agenda Title: January 19, 2022 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** \_\_\_\_\_

**Date:** \_\_\_\_\_

*1-25-22*

*Vivian Mendez, Town Clerk, MMC*

Name/Title

<b>Originating Department:</b>  <p style="text-align: center;"><b>Town Clerk</b></p>	<b>Costs: \$ 0.00</b> <b>Funding Source:</b> <b>Acct. #</b> <input type="checkbox"/> Finance _____	<b>Attachments:</b> <b>Minutes</b> <b>Exhibits A-B</b>
<b>Advertised:</b> Date: _____ Paper: _____ <input checked="" type="checkbox"/> <b>Not Required</b>	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 ____ <b>Please initial one.</b>

**Recommended Motion:** I move to approve the January 19, 2022 Regular Commission Meeting Minutes.



**Minutes  
Town of Lake Park, Florida  
Regular Commission Meeting  
Wednesday, January 19, 2022 6:30 PM  
Town Hall Commission Chamber,  
535 Park Avenue, Lake Park, Florida 33403**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, January 19, 2022 at 6:30 p.m. Present were Mayor O'Rourke, Vice-Mayor Kimberly Glas-Castro and Commissioners John Linden, Town Manager John D'Agostino, Town Attorney Thomas Baird, and Town Clerk Vivian Mendez. Commissioners Erin Flaherty and Roger Michaud were absent.

Town Clerk Mendez performed the roll call and Mayor O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**                   None

**PUBLIC COMMENTS:**

Frank Katz expressed concern with the Town's noise Ordinance. Vice-Mayor Glas-Castro stated that staff would contact him to discuss the Ordinance.

**CONSENT AGENDA**

- 1. January 5, 2022 Regular Commission Meeting Minutes**
- 2. Resolution 77-12-21 Approving the Third Amendment to the Freedom Boat Club Commercial Tenant Agreement with the Lake Park Harbor Marina.**
- 3. Resolution 02-01-21 Authorizing and Directing the Mayor to Execute a Contract with Safety Products, Inc., for the Provision of Safety Supplies and Equipment for Use by All Town Employees per the Terms, Pricing, and Conditions of City of Sunrise's Contract Number 2022000279 (Cooperative Purchase).**

**Motion: Commissioner Linden moved to approve the consent agenda; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty			Absent
Commissioner Linden	X		
Commissioner Michaud			Absent
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 3-0.

**PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:**

**None**

**PUBLIC HEARING – ORDINANCE ON SECOND READING:**

**None**

**NEW BUSINESS:**

**4. Discussion Traffic Calming Measures Teak Drive**

Town Manager D’Agostino explained the item (see Exhibit “A”).

**Public Comment:**

**Brady Drew** provided suggestion on street calming measures for Teak Drive. He did not agree with Jersey barriers. He did not agree with blocking the entire street.

**Irene Malanga** express concern with the speeding on Teak Drive. She witnessed a child playing in the swale when a speeding car almost struck the child. She offered to pay for a speed bump on Teak Drive and going to the local news station to bring attention to the speeding issues. She offered to create a GoFundMe page to pay for the speed bump. She agreed with several suggestions made by Town Manager D’Agostino.

**James Sullivan** expressed concern with speeding on Bayberry Drive. He made the Commission aware that speeding takes place on other streets throughout the Town. He spoke of the aggressive drivers.

Mayor O’Rourke thanked the speakers and made them aware that certain streets in Town do not allow right on red because it was not safe. He stated that the Town was conducting traffic studies throughout the Town to identify where speed was predominant.

Vice-Mayor Glas-Castro asked if the Town still had a dedicated motor unit by the Palm Beach County Sheriff’s Office (PBSO). She wondered how many speeding tickets were written. Town Manager D’Agostino explained that over the past month, PBSO had written over 600 tickets. He explained that 300 of the 600 were speeding tickets. He explained that as part of the PBSO contract, the Town receives motor patrolled units. He explained that PBSO conducted a covert speed study to patrol the areas and was awaiting the report from the Captain. Vice-Mayor Glas-Castro stated that the Town needs procedure in place that was consistent, so that as other request are received the same procedure were followed. Town Manager D’Agostino stated that the Town received a recommendation for O’Rourke Engineering & Planning, which has not been adopted. Vice-Mayor Glas-Castro suggested adopting the criteria provided by the Traffic Engineer Susan O’Rourke for all future request of traffic calming measures throughout the Town. Town Manager D’Agostino suggested that a Committee be formed to review request from the public for traffic calming measures, should the Commission adopt an Ordinance.

Commissioner Linden expressed concern with waiting a year and a half for a solution. He suggested not closing the street. He suggested having Susan O’Rourke Traffic Engineer provide a short-term solution. He suggested speed humps. He was opposed to charging residents for the traffic calming measure.

Vice-Mayor Glas-Castro would not support closing streets.

Public Works Director Roberto Travieso agreed and echoed many of the suggested traffic calming measure mentioned.

Mayor O'Rourke suggested extended enforcement in the area; creating a committee with representatives from each area of Town; use tactical urbanism where things are put in place and see if it works. Town Manager D'Agostino recapped that staff would create an Ordinance to implement the ideas discussed. He asked how would communities that the data does not justify having traffic calming measures in place be handled. The Commission suggested using similar criteria used by Palm Beach County. Public Works Director Travieso suggested including language pertaining the removal of traffic calming measures in the Ordinance. The Commission discussed temporary options. Town Manager D'Agostino suggested that staff bring back barrel options placement to the next Commission meeting.

**PUBLIC COMMENT:**

None

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

**Town Attorney Baird** had no comments.

**Town Manager D'Agostino** see Exhibit "B".

**Motion: Commissioner Linden** moved to change the January 26, 2022 Workshop to 7:00 p.m.; **Vice-Mayor Glas-Castro** seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty			Absent
Commissioner Linden	X		
Commissioner Michaud			Absent
Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 3-0.

**Commissioner Linden** announced that Planning & Zoning Board Chair Joseph Rice has passed away. His family has created a GoFundMe page.

**Commissioner Michaud** was absent.

**Commissioner Flaherty** was absent.

**Vice-Mayor Glas-Castro** asked that the 2<sup>nd</sup> Court property lawn be maintained. She announced that March was Florida Bicycle Month. She asked if there would be a discussion pertaining to the ARPA (American Rescue Plan Act) funds. Town Manager D'Agostino stated that it would be a future Commission agenda item.

**Mayor O'Rourke** announced that he attended the Palm Beach County Days at the State Capital. He spoke with Representative Robinson who supports mobility efforts. Representative Robinson does not represent the Town of Lake Park. Mayor O'Rourke asked if the Palm Beach County League of Cities were discussing mobility. Vice-Mayor Glas-Castro was not aware of any discussions regarding mobility. Mayor O'Rourke stated that Representative Michael Cariseo has placed an Appropriation on behalf of the Town for \$700,000 for stormwater drainage plan. He was grateful for his efforts on behalf of the Town.

He asked for the Commission's support in placing a proclamation for Belinda Wall, who has been a school crossing guard for 20-years. The Commission supported the proclamation.

He expressed personal grief for the passing of Joseph Rice and encouraged everyone to support the family by donating to their GoFundMe.

**ADJOURNMENT**

There being no further business to come before the Commission the meeting adjourned at 8:34 p.m.

\_\_\_\_\_  
Mayor Michael O'Rourke

\_\_\_\_\_  
Town Clerk, Vivian Mendez, MMC

Town Seal

Approved on this \_\_\_\_\_ of \_\_\_\_\_, 2022



Exhibit "A"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: January 19, 2022,

Agenda Item No.

Agenda Title: Discussion Traffic Calming Measures Teak Drive

- [ ] SPECIAL /REPORTS [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [X] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON \_\_\_ READING
[ ] NEW BUSINESS
[ ] OTHER: WORKSHOP

Approved by Town Manager [Signature] Date: 1-10-22

John O. D'Agostino, Town Manager

Name/Title

Table with 3 columns: Originating Department, Costs, Attachments, Advertised, and notification options.

Summary Explanation/Background: As the Commission knows, we have visited and revisited complaints regarding excessive speeding on Teak Drive. During our first meeting with residents from Teak Drive, staff discussed the possibility of making data-driven decisions when it comes to the expenditure of taxpayer dollars to remedy excessive speeding on all streets in Lake Park.

The attachment identifies several available traffic calming measures and is implemented once an objective decision supported by data can be determined. The information provides an application form, criteria on the characteristics of the street, and the ability to take the information gathered and apply it to a particular application request for speed remediation initiatives

The process requires a neighborhood to complete the attached application and the information for review by a committee established by the Town Commission. The membership recommendation could be a representative from PBSO, a Staff Member such as the Public Works Director or his designee, a neighborhood resident from the street requesting assistance, or a resident from the Town of Lake Park.

The purpose of the attachment is to provide a constructive process to move the request forward. The committee is open to the public because the Commission will make a membership appointment to the committee. In addition, any committee appointed by the Town Commission requires meetings to be posted and open to the public. This process will allow input from residents into the problems experienced by the neighborhood, especially around speeding issues on the street.

Furthermore, should the information not result in calming traffic measures, the committee and staff will work with neighborhood residents to find effective ways to implement no-cost speed reduction methods.

If the Commission appoints a committee during the next upcoming budget 2022-2023, the budget will carry funding to implement speed measures that meet the criteria attached. The suggested amount is between \$10,000 and \$30,000 per project. Additionally, neighborhood residents who desire to implement costly traffic calming measures (such as speed tables) will be assessed; the cost of calming traffic measures, if such traffic measures do not meet or exceed the requirements, can be assessed a fee on their tax bills to finance such efforts.

Commissioner Linden requested the item on the agenda for the meeting on the 19<sup>th</sup> of January, 2022.

**Recommended Motion:** Discussion purposes only. However, should the Commission desire to create a committee, a vote will be needed to establish the committee, including its composition.





## **TRAFFIC CALMING AND ENHANCEMENTS**

Prepared for: Town of Lake Park

Prepared by: O'Rourke Engineering & Planning

May 8, 2020

Updated August 4, 2020

### **Introduction**

The Town of Lake Park has undertaken a speed survey and neighborhood street evaluation to address concerns related to neighborhood travel speeds. The street design should support the desire for lower residential speed limits. This technical memorandum provides a brief description of the Town character followed by the proposed process for evaluation the local/ neighborhood street. The reader is encouraged to review the content of the Neighborhood Mobility Speed Surveys and Roadway Enhancement Report.

### **Street Characteristics**

The Town of Lake Park has a well- connected street system with arterial roadways connected by a grid of local residential streets. All of the streets have residential frontage and most have wide rights of way which include sidewalks and swales. Some but not all have street trees. The geometry is linear in most cases with the exception being those roadways branching out from Seminole Boulevard. That area has some curvature within the roadways. Several roadways have beautiful landscaped medians.

Most of the roadways provide a "clean shot" to travel from one street to another. This design can lead to increases in speed as drivers leave their own neighborhood street and enter another neighborhood street before reaching an arterial where increased speeds are properly assigned.

### **Establishing the Program**

There may be many neighborhoods that desire enhancements to control speed or traffic flow. In order to evaluate the need for enhancements and prioritize the improvements most needed, a program has been recommended.

The steps to establish the program include:

**Step 1** - The Town should select a committee or appoint staff to serve as a review committee to manage the Neighborhood Program. Suggested members include: PBSO, PW, citizen appointee.

**Step 2:** Develop funding mechanisms and budget line items for neighborhood enhancements. An initial budget of \$2,500-3,500 per street is suggested to evaluate and recommend improvements, and \$10,000-30,000 per street to implement improvements. The number of streets to include in the annual budget will be subject to the funding available.

**Step 3:** Provide information on the program and the forms to the public via the website.

**Step 4:** Meet quarterly to review the requests. Request additional support from staff to complete the forms if necessary. Prioritize the requests and present the findings to the Town Public Works Director.

**Step 5:** Retain consultant to develop strategies for Neighborhood enhancements for the top priority rankings.

**Step 6:** Invite affected neighbors to the Neighborhood Enhancement Committee Meeting to review Consultants idea and make recommendations.

**Step 7:** Implement the prioritized projects.

Once the program is in place, community members can submit their requests through the town website.

**Attachment A** provides the Neighborhood Request form and evaluation criteria.

### **Examples of Neighborhood Enhancement**

There are many forms of neighborhood enhancements and traffic control. Standard features include the stop signs, speed bumps, speed tables. Enhancing the street through street trees, lateral bump outs, on-street parking and textured pavement can also have an impact on travel speed. Some drivers just need to -be reminded to slow down within a neighborhood. For others, the effect of narrowing the road (bump outs, on-street parking) or even just the perceived narrowing of the view corridor through the application of street trees can have a measured effect on speed.

This discussion is not intended to be a complete tutorial on traffic calming nor a complete tool kit. Rather an introduction to some of the options.

The following links provide additional information on traffic calming.

<https://www.ca-ilg.org/sites/main/files/file-attachments/toolkit.pdf?1370017042>

<https://www.lgc.org/wordpress/wp-content/uploads/2013/08/traffic-calming-guidebook.pdf>

**Attachment B** includes examples of features that could be implemented.

### **Enhanced Mobility Options**

The Town of Lake Park has an extensive pedestrian network. The bike connectivity is not as clearly defined. Similarly, the Town has considered the addition of “micro-mobility” options such as scooters. The neighborhood form could have a section added to address other modes of travel and the need to evaluate connectivity of a street/ neighborhood through other means beside the automobile. As a result of that addition, enhancements could include, bike lanes, racks, or other micro-mobility stations and signage.

### **Next Steps**

**The Town of Lake Park can begin the Neighborhood Street Enhancement Program, one street at a time.**

**ATTACHMENT A**  
**NEIGHBORHOOD ENHANCEMENT FORM**  
**AND**  
**SAMPLE USING POPLAR**

Neighborhood Enhancement Form

<b>Date:</b>		
<b>Neighborhood Name/Street Name:</b>		
<b>Current Speed Limit:</b>		
<b>Request for Traffic Calming:</b>		
<b>Number of Houses on Block:</b>		

Measure	Target	Scoring	Possible Points	Total Points
<b>A. ADT</b>	10x Number of Houses	0.5 x Target =	1	
<input style="width:100%;" type="text"/>		1.0 to 1.25x Target =	2	
Enter ADT		1.25-1.5 x Target =	3	
		1.5-2.0 x Target =	4	
		>2.0 x Target =	5	
<b>B. Speed</b>	Speed Limit	95-100% =	1	
<input style="width:100%;" type="text"/>		85-95% =	2	
Enter 85% Speed		75-85% =	3	
		50-75% =	4	
		>50% =	5	
<b>C. School Age Children on Block</b>	N/A	0 children =	1	
<input style="width:100%;" type="text"/>		1-5 children =	2	
Enter # of children 3-18		5-10 children =	3	
		10-20 children =	4	
		>20 children =	5	
<b>D. Cut Through Route</b>	Less than 10%	No =	1	
(Cut through should be measured but by inspection OK)		Potential	3	
		Yes	5	
<b>E. Presence of Traffic Control</b>	More than 4	0 =	5	
(Include end points)		1 =	4	
(List or attach photos of condition diagram)		2 =	3	
		3/4 =	2	
		>5 =	1	
<b>F. Presence of Enhancements, Lateral Features/ Restrictions, Street Trees, Street Furniture</b>		0 =	5	
(List or attach photos of condition diagram)		1 =	4	
		2 =	3	
		3/4 =	2	
		>5 =	1	
<b>G. Crashes In Previous 12 months</b>		0 =	0	
<input style="width:100%;" type="text"/>		1 =	2	
Enter # of crashes		2 =	3	
		3 =	4	
		4 =	5	
<b>Total Points:</b>	17-25	Good Candidate for Enhancements		
	10 -17	Further Evaluation Needed		
	<10	No Enhancements Needed		
<b>Multimodal Considerations (pedestrian linkages, bike lanes, transit):</b>				

Neighborhood Enhancement Form

<b>Date:</b>	8/5/2020		
<b>Neighborhood Name/Street Name:</b>	Poplar Drive		
<b>Current Speed Limit:</b>	30 mph, recommend 25		
<b>Person requesting for Traffic Calming:</b>	Consultant		
<b>Number of Houses on Block:</b>	30		

Measure	Target	Scoring	Possible Points	Total Points
<b>A. ADT</b>	10x Number of Houses	0.5 x Target =	1	
<input style="width:100%;" type="text"/>		1.0 to 1.25x Target =	2	2
Enter ADT		1.25-1.5 x Target =	3	
		1.5-2.0 x Target =	4	
		>2.0 x Target =	5	
<b>B. Speed</b>	Speed Limit	95-100% =	1	
<input style="width:100%;" type="text"/>		85-95% =	2	
Enter 85% Speed		75-85% =	3	3
		50-75% =	4	
		>50% =	5	
<b>C. School Age Children on Block</b>	N/A	0 children =	1	
<input style="width:100%;" type="text"/>		1-5 children =	2	
Enter # of children 3-18 years old		5-10 children =	3	3
		10-20 children =	4	
		>20 children =	5	
<b>D. Cut Through Route</b>	Less than 10%	No =	1	
(Cut through should be measured, but by inspection 'OK')		Potential	3	3
		Yes	5	
<b>E. Presence of Traffic Control</b>	More than 4	0 =	5	
(Include end points)		1 =	4	
(List or attach photos of condition diagram)		2 =	3	
		3/4 =	2	2
		>5 =	1	
<b>F. Presence of Enhancements, Lateral Features/ Restrictions, Street Trees, Street Furniture</b>		0 =	5	5
(List or attach photos of condition diagram)		1 =	4	
		2 =	3	
		3/4 =	2	
		>5 =	1	
<b>G. Crashes in Previous 12 months</b>		0 =	0	
<input style="width:100%;" type="text"/>		1 =	2	2
Enter # of crashes		2 =	3	
		3 =	4	
		4 =	5	
<b>Total Points:</b>	17-25			<b>Total Score:</b>
	10 -17			20
	<10			

<b>Total Points:</b>	17-25	Good Candidate for Enhancements
	10 -17	Further Evaluation Needed
	<10	No Enhancements Needed

**Multimodal Considerations (pedestrian linkages, bike lanes, transit): Sidewalk both sides. Nearest transit stops 0.2 miles away. (Routes 20, 21 & 33)**

**ATTACHMENT B**

**EXAMPLES OF STREET ENHANCEMENTS AND TRAFFIC CALMING TOOLS**

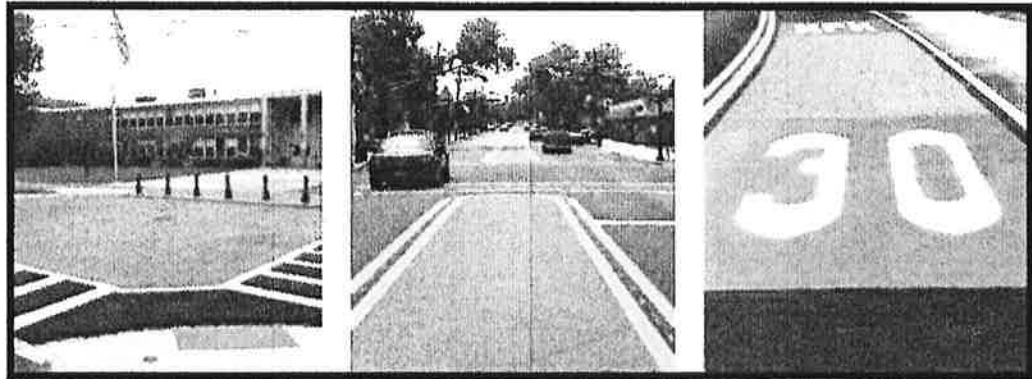


Crosswalk Enhancement

Raised Intersection

Gateway Treatment

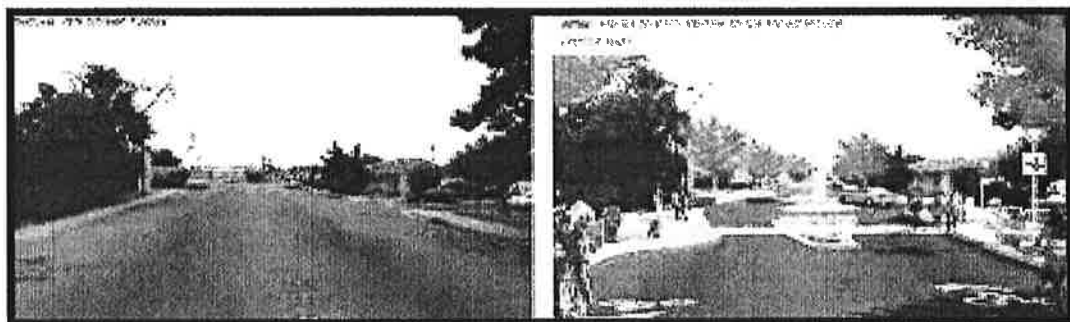
Flush Bump Out



Flush Intersection

Flush Median

Warning Patch



Comprehensive Vision



Bike Lane



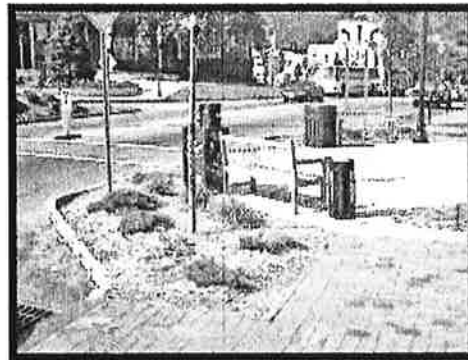
Entry Treatment



Street Trees



Traffic Circle



Street Furniture





Firestone Outfall-piping

Teak Dr



Exhibit "B"

**TOWN MANAGER COMMENTS  
TOWN COMMISSION MEETING**

**Wednesday, January 19, 2022**

**BRIGHTLINE TO RUN QUALIFYING TRAINS DAILY FOR THE REST OF THE YEAR**

Brightline began running qualifying trains this week as it moves toward completing its intercity rail system connecting Miami and Orlando. The first train between West Palm Beach and Micco ran on Tuesday, and the train between West Palm Beach and Cocoa will begin tomorrow (January 20) and will continue throughout the year. The trains are scheduled to run one round trip per day in order to help locomotive engineers and train conductors to learn the tracks and territory along a 130-mile stretch of the corridor. The trains will not carry passengers and will operate at maximum speeds of 60 miles per hour.

Brightline and freight trains will blow the horn as they approach at-grade crossings or in an emergency situation.

As a reminder, whether you are walking, driving or cycling:

- Do not drive or walk around crossing gates when they are down. It is dangerous and illegal.
- Remain alert and aware when near railroad tracks, remember trains operate in both directions.
- Only cross the tracks at a railroad crossing and never walk alongside the tracks, which is dangerous and illegal.
- Never stop on the tracks.

**COVID-19 TESTING**

The Federal Government is now allowing members of the public to order free at-home COVID-19 tests. There is a limit of one order per residential address, and each order contains four individual rapid antigen COVID-19 tests. The testing kits are expected to ship within 7 to 12 days of being ordered.

Please visit [www.covidtests.gov](http://www.covidtests.gov) to place your order for free at-home test kits.

If you need a COVID-19 test now, please visit <https://discover.pbcgov.org/coronavirus/pages/testing-sites.aspx> for a list of testing sites in Palm Beach County.

This information is also available on the Town's Facebook page, Nextdoor and in the RESIDENTS section of the Town's website.

## **BUSINESS AFTER HOURS AT NAUTILUS 220/SPECIAL CALL COMMISSION WORKSHOP- JANUARY 26, 2022**

The Palm Beach North Chamber of Commerce will hold its next Business After Hours event on January 26 from 5:00 to 7:00 PM at Nautilus 220. Some members of the Commission have already indicated that they wish to attend, and the invitation is open to all Commission members. Registration is required. Please contact Janet Perry for more information.

The Town's Special Call Commission Workshop with SDI on Marina P3 Negotiations is scheduled to begin at 6:00 PM the same day. In order for members of the Commission and Staff to represent the Town at the Chamber event, we are seeking Commission consensus to change the start time of the Special Call Commission Workshop to 7:00 PM.

## **TOWN GRANTMAKING PROGRAM PRE-APPLICATION MEETING**

The Town held its pre-application meeting for potential applicants to the annual grantmaking program earlier today. Participation in the meeting is recommended but not required, and results in additional points awarded during the scoring process. Today's meeting was attended by one potential applicant and Commissioner John Linden. The availability of the grant application has been promoted on Facebook and Nextdoor, in the January issue of the newsletter and on the Town's website. Completed applications are due by 5:00 PM on Friday, February 4.

## **PUBLIC WORKS DEPARTMENT**

1. The Town is pleased to invite the public to a ribbon cutting ceremony to celebrate completion of the Lake Shore Drive Drainage Project. This \$5.5 million project, will significantly improve water quality, sewer, and stormwater drainage infrastructure, increased pedestrian and traffic safety, and completely reimaged the landscape. The ceremony will take place at Lake Shore Park, located at 701 Lake Shore Drive, on Thursday, February 24, 2022, beginning at Noon. For questions, please contact the Department of Public Works at (561) 881-3345 or email [publicworks@lakeparkflorida.gov](mailto:publicworks@lakeparkflorida.gov)
2. Furthermore, the Department of Public Works is currently accepting bids from qualified firms to provide playground equipment enhancements. There will be a mandatory pre-bid meeting for interested firms, tomorrow, January 20, 2022, starting at 11:00 AM, in the Town Hall Commission Chambers. For questions, please contact the Town Clerk at (561) 881-3311 or email [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov).
3. The Public Works Department is seeking to hire qualified individuals with valid Florida Class B Commercial Drivers Licenses to work as Sanitation Truck Operators. The deadline by which to apply is 5:00 p.m. on January 31,

2022. Those interested in applying may contact the Town's Human Resources Department at 561-881-3300 Option 8, or may visit the Town's official website at [www.lakeparkflorida.gov](http://www.lakeparkflorida.gov) for additional information and to download an employment application.

### **SEEKING TOWN COMMISSION CONSENSUS**

Seeking Town Commission consensus to implement three comparative projects and to analyze potential impacts to the C3 Area. This is relating to the Treasure Coast Regional Planning Council Final Phase of the C-3 Market Analysis Report for Northlake Promenade/Twin Cities Mall (C-3) Area shared by the Town and the Village of North Palm Beach. This is request is in follow-up to the Regular Commission Meeting Presentation by the Treasure Coast Regional Planning Council on January 5, 2022.



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

1

MEETING DATE: 11/19/2022

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

Name: FRANK KATZ  
Address: 301 LAKE SHORE DR # 705  
If you are interested in receiving Town information through Email, please provide your E-mail address: THE.KATZS

I would like to make comments on the following Agenda Item:  
NOISE ORDINANCE (-5min)

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

**Instructions:** Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

2

MEETING DATE: 1/19/22

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

Name: Brady Drew

Address: 538 Sabal Palm Dr

If you are interested in receiving Town information through Email, please provide your E-mail address: \_\_\_\_\_

I would like to make comments on the following Agenda Item:

Teak Dr Traffic Discussion

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

**Instructions:** Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

3

MEETING DATE: Jan 19 / 2022

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

Name: Irene Malanga  
Address: 538 TEAK DR. LP, FL.

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

I would like to make comments on the following Agenda Item:  
(Traffic on Teak Drive  
update on speed bump.)

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

**Instructions:** Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

4

MEETING DATE: 01/19/2022

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

Name: JAMES SULLIVAN

Address: 815 Highway 100

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:  
H. Non-Business

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

**Instructions:** Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.



# TAB 3



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: February 2, 2022

Agenda Item No. \_\_\_\_\_

Agenda Title: Request to Authorize the Town Manager to Accept a Proposal from C.R. Dunn, Inc., to Provide Labor, Materials and Equipment required to Upgrade the Electrical Lighting at the Lake Shore Park Tennis Courts, per Pricing and Terms of the City of West Palm Beach Contract Number 20002.014 (Cooperative Purchase).

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

Approved by Town Manager *[Signature]* Date: 1-21-22

Roberto F. Travieso, Director of Public Works  
Name/Title

<p><b>Originating Department:</b>  <b>Public Works</b></p>	<p><b>Costs: \$70,840.00</b> Funding Source: <b>Public Improvements, other than buildings.</b> Acct. <b>160-55-559-160-63000</b> [X] Finance <i>[Signature]</i></p>	<p><b>Attachments:</b> 1. C.R. Dunn, Inc., proposal, dated 1/12/2022 2. TOLP/Contractor Agreement</p>
<p><b>Advertised:</b> Date: Paper: [X] Not Required</p>	<p>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.</p>	<p>Yes, I have notified everyone _____ OR <b>Not applicable in this case</b> ____ <b>Please initial one.</b></p>

Summary Explanation/Background:

The Town of Lake Park's overall comprehensive plan to improve, update and enhance the Town's parks includes improvements to the existing tennis courts at Lake Shore Park. A

critical component to the tennis court improvements relates to the replacement and upgrade of the existing tennis court lighting.

The existing 16 lighting fixtures at the Lake Shore Park tennis courts are outdated and in various states of disrepair and should be replaced.

On January 5, 2022, the Town Commission entered into a cooperative purchase agreement with C.R. Dunn, Inc., (Contractor) for the provision of electrical lighting materials and services. Subsequently, Town staff solicited pricing from Contractor for the replacement of said tennis court lighting fixtures and related wiring.

The Contractor's proposal includes \$45,840.00 for furnishing and installing energy-efficient, LED Sports lighting fixtures, replacement of electrical wiring, and repair of existing bull-horn brackets, as required. Additionally, the pricing proposal includes a contingency allowance for "Unforeseen Conditions" in the amount of \$25,000.00.

The total, "Not to exceed", cost of the proposal is **\$70,840.00**.

It is important to note that per the proposal, the existing supporting lighting poles remain in serviceable condition and are to remain.

Moreover, there is no lighting at the tennis courts at Kelsey Park, thus these lighting improvements are limited to the Lake Shore Park's tennis courts.

Town staff recommends approval of the Contractor's proposal for the updating of the Lake Shore Park tennis court lighting.

**Recommended Motion: I move to authorize the Town Manager to accept and proceed with the proposal provided by C.R. Dunn, Inc., related to lighting upgrades at the Lake Shore Park tennis courts.**

C. R. **D**unn, Inc.

Electrical Construction

1202 Pope Lane / Lake Worth, FL 33460 / (561) 585 2155 / fax (561) 585 1233  
EC13007433

**PROPOSAL**

To: **Town of Lake Park**

Date: 1-12-2022

Attn: **John Wille**

Project: **Tennis Courts**

We submit the following proposal to you on a confidential basis, the information in this proposal is not to be shared with any other person without our written permission, and to perform electrical work as shown in the following enumerated plans and specifications for project.

**I: Tennis Court Lighting Replacement:**

Labor, material and equipment to furnish and install 16 new fixtures-

- LED Vision --- *Light fixture submittal to be submitted for approval*
- Pull new wires from existing hand-hole up poles.
- Repair Bull Horns

---

**Sub-Total (Tennis Court Lighting Replacement): \$ 45,840.00**

**II: Contingency for Unforeseen Conditions:**

This contingency is to be used for labor, materials and equipment to repair and or replace electrical items and components encountered during the above work that are in dis-repair and or need up-grading.

---

**Sub-Total (Contingency for Unforeseen Conditions): \$ 25,000.00**

**TOTAL "NOT TO EXCEED" BID AMOUNT: \$ 70,840.00**

This proposal is to remain confidential. This proposal will be accepted by you in any one of the following methods: a) Utilizing our pricing, and/or value engineering ideas for any purpose, including but not limited to sharing or shopping our price or ideas with any other person. b) Requesting us to proceed with work for this project. c) Using any of our value engineering work product. d) Written acceptance of this proposal, including letter of intent to enter into a contract.

Respectfully submitted,

  
Russell P. Dunn  
Vice President

**RESOLUTION 01-01-22**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH C.R. DUNN, INC., FOR THE PROVISION OF TOWNWIDE ELECTRICAL LIGHTING SERVICES; AND PROVIDING 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 is empowered to enter into contracts with private corporations for services; and

**WHEREAS**, the Town is responsible for operating and maintaining publicly owned facilities and related electrical and lighting infrastructure and requires a contractor to provide such services; and

**WHEREAS**, the City of West Palm Beach has previously competitively bid and pursuant to a competitive process awarded a three-year contract to C.R. Dunn, Inc., (“Contractor”) to provide electrical lighting services for the City of West Palm Beach’s publicly owned facilities, and related electrical and lighting services; and

**WHEREAS**, the Contractor and the City of West Palm Beach have executed contract number 20002.014, effective from January 23, 2018 through January 22, 2023 for electrical and lighting services; and

**WHEREAS**, the City of West Palm Beach’s bid documents which solicited electrical and lighting services permitted the Contractor to provide these services to other governmental units based upon the same terms, conditions, and pricing, and the City of West Palm Beach’s contract with the Contractor also authorizes this; and

**WHEREAS**, pursuant to the Town’s purchasing procedures, the Town may enter into cooperative purchase contracts for services with contractors when another public agency has competitively solicited services from contractors and the contractor has agreed to offer its services to other public entities based upon the same terms, conditions, and pricing; and

**WHEREAS**, the Town would like to enter into an agreement with the Contractor based upon the same pricing, terms and conditions that the Contractor agreed to in its contract with the City of West Palm Beach; and

**WHEREAS**, the Contractor has agreed to provide the same services to the Town based upon the same pricing, terms and conditions as set forth in the contract the Contractor entered into with the City of West Palm Beach, contract number 20002.014; and

**WHEREAS**, Town Manager has recommended to the Town Commission that it is in the best interest of the Town to enter into a contract with the Contractor.

**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 Mayor is hereby authorized and directed to execute the contract with the Contractor for the provision of electrical and lighting services, as set forth in the attached Exhibit "A", and incorporated by reference herein.


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

The foregoing Resolution was offered by Vice-Mayor Glas-Castro, who moved its adoption. The motion was seconded by Commissioner Linden and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR MICHAEL O'ROURKE	<u>/</u>	<u>  </u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>/</u>	<u>  </u>
COMMISSIONER ERIN FLAHERTY	<u>/</u>	<u>  </u>
COMMISSIONER JOHN LINDEN	<u>/</u>	<u>  </u>
COMMISSIONER ROGER MICHAUD	<u>/</u>	<u>  </u>

The Town Commission thereupon declared the foregoing Resolution No. 01-01-22 duly passed and adopted this 5 day of January, 2022.

TOWN OF LAKE PARK, FLORIDA

BY:   
MICHAEL O'ROURKE  
MAYOR

ATTEST:

  
VIVIAN MENDEZ  
TOWN CLERK

Approved as to form and legal sufficiency:

BY:   
THOMAS J. BAIRD  
TOWN ATTORNEY



**AGREEMENT FOR THE PROVISION OF ELECTRICAL LIGHTING SERVICES  
AND OTHER RELATED SERVICES**

**THIS AGREEMENT FOR THE PROVISION OF ELECTRICAL LIGHTING SERVICES AND OTHER RELATED SERVICES (AGREEMENT)** is made and entered into this 5 day of January, 2022, by and between the Town of Lake Park, a municipal corporation of the State of Florida, 535 Park Avenue, Lake Park, Florida, 33403 ("Town") and C.R. Dunn, Inc., 1202 Pope Lane, Lake Worth, Florida 33460 ("Contractor").

**WITNESSETH THAT**

**WHEREAS**, the Town is a municipality and given those powers and responsibilities enumerated by Chapter 166 Florida Statutes and the Florida Constitution; and

**WHEREAS**, the Town is responsible for maintaining safe and operable publicly owned facilities; and

**WHEREAS**, the Town requires the services of a contractor to perform services, including, but not limited to the installation, maintenance, and repair of exterior lighting systems and associated infrastructure; and

**WHEREAS**, pursuant to Florida law, and the Town's procurement policies, the Town has the legal authority to enter into contracts which are the subject of cooperative purchase agreements where another governmental entity has competitively solicited, selected and contracted with a contractor for substantially the same services and pricing as those that are needed by the town; and

**WHEREAS**, the City of West Palm Beach solicited through a competitive solicitation process pursuant to applicable laws, substantially the same services as are now sought by the Town; and

**WHEREAS**, on January 23, 2018, the Contractor entered into that certain Agreement Number 20002.014 with the City of West Palm Beach, whereby it contracted to provide maintenance and repair services associated with the City's electrical lighting infrastructure, a copy of which is attached hereto as Exhibit 'A' and incorporated herein by reference only; and

**WHEREAS**, the Town desires to enter into a contract with Contractor in accordance with the pricing, terms, and conditions of the contract the Contractor entered into between the City of West Palm Beach for the installation, maintenance and repair of its electrical lighting infrastructure and other related services.

**NOW THEREFORE**, the Town and the Contractor in consideration of the benefits flowing from each to the other do hereby agree as follows:

1. The above stated recitals are true and correct.



2. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:
  - a. Keep and maintain public records required by the Town to perform the services which are the subject of this Agreement.
  - b. Upon the request of the Town, provide any such public records.
  - c. Ensure that any public records that are exempt or confidential from public records disclosure are not disclosed except as authorized by law for the duration of the term of this Agreement, and following completion of this Agreement if the Contractor does not transfer the records which are part of this Agreement to the Town.
  - d. Upon the completion of the term of the Agreement, transfer, at no cost, to the Town all public records in possession of the Contractor; or keep and maintain the public records associated with the services provided for in the Agreement. If the Contractor transfers all public records to the Town upon completion of the term of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential from public records disclosure. If the Contractor keeps and maintains public records upon completion of the term of the Agreement, the Contractor shall meet all applicable requirements pertaining to the retention of public records. All records stored electronically shall be provided to the Town, upon request, in a format that is compatible with the information technology systems of the Town.
  - e. If the Contractor has questions regarding the application of Chapter 119, Florida Statutes, including its duty to provide public records relating to this Agreement, the Contractor shall contact the custodian of public records at: Town Clerk, 535 Park Avenue, Lake Park, Florida 33403, 561-881-3311, [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov).
3. Contractor hereby affirms and ratifies the terms, pricing, and conditions of the Agreement with the City of West Palm Beach and agrees to provide to the Town the same services based upon these same terms, conditions and pricing for the installation, maintenance, and repair of electrical lighting infrastructure and related services as are set forth in its agreement executed with City of West Palm Beach on January 23, 2018, a copy of which is attached hereto and incorporated herein.
4. The Town agrees to pay for the services of the Contractor based upon the same terms, pricing and conditions as set forth in the Agreement with the City of West Palm Beach.

5. The terms, pricing, and conditions of the agreement with the City of West Palm Beach are hereby supplemented and incorporated into this Agreement, as follows:

The Contractor's mobilization costs shall be mutually agreed to by the parties and proportional to the individual scope of work for the mobilization necessary to perform the work for the Town. The mobilization costs shall be reflected in a written supplement to this Agreement which shall be attached hereto prior to its execution.

6. This Agreement shall be governed by the laws of the state of Florida. Venue for any cause of action arising out of this Agreement shall lie in the 15th Judicial District in and for Palm Beach County, Florida, for any state actions, and in the United States District Court for the Southern District of Florida for any federal actions.
7. Notices to the Contractor and Town be directed to the addresses reflected at the beginning of this AGREEMENT.
8. If either party is required to initiate a legal action, including appeals to enforce this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs.

**IN WITNESS WHEREOF**, the parties hereto have made and execute this Agreement as of the day and year last execute below.

ATTEST:

TOWN OF LAKE PARK

By: *Vivian Mendez*

Vivian Mendez, Town Clerk

By: *Michael O'Rourke*

Michael O'Rourke, Mayor



APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

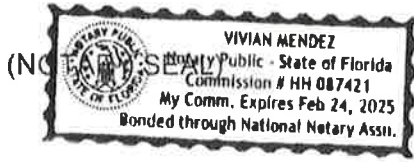
By: *Thomas J. Baird*

Thomas J. Baird, Town Attorney

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument has been acknowledged before me this 5 day of January 2022 by Michael O'Rourke, Mayor of the Town of Lake Park, and who is personally known to me.



Vivian Menendez  
Notary Public, State of Florida

WITNESSES:

Contractor:

By: Malcolm Rogers

By: [Signature]

[Signature]  
Printed Name

Its: C.R. Dunn

[Signature]  
Kimberly Aduan CFO  
Printed Name

Russell P. Dunn V.P.  
Printed

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument has been acknowledged before me this 16<sup>th</sup> day of December 2022 by Russell P. Dunn as V.P. of C.R. Dunn, and who is personally known to me or has produced \_\_\_\_\_ as identification.



[Signature]  
Notary Public, State of Florida

P:\DOCS\26508\000011\DOC\2419835.DOCX

# MEMO



**To:** Keith A. James, Mayor  
**From:** Anthony Stella, Asst. City Attorney II  
**Date:** April 8, 2021  
**Matter No:** 20002.014  
**Dept.** 700 Recreation  
**Re:** CR Dunn; Amd #2; Electrical Lighting Svs.; Renewal; MP 1-22-23

Transmitted herewith are original documents which have been reviewed and approved for legal sufficiency. Kindly forward the documents, along with this memo, to the City Clerk's Office.

The Mayor is authorized to execute the document in accordance with

Procurement Code

If authorized by the Procurement Code, the procurement method is:

- |  |                                      |  |
|--|--------------------------------------|--|
| <input type="checkbox"/> Small Purchase                      | <input type="checkbox"/> Quotes      | <input type="checkbox"/> Single Source |
| <input checked="" type="checkbox"/> Competitive Solicitation | <input type="checkbox"/> Cooperative | <input type="checkbox"/> Sole Source   |
| <input type="checkbox"/> Emergency Procurement               | <input type="checkbox"/> Piggyback   |  |

Procurement No. 16-17-136

Contract/ CO/ WO Amount: \$0 00 (Renewal)

Est. Expiration Date: 01/23/23

---

**To:** Office of the City Clerk

Please: Attest to the execution by the Mayor and insert the date.

Estimated Record Retention Review: February 2028

Please **retain one original** as a public record and **forward the other original with a copy of this memo to:**

Todd Snyder, Parks and Recreation

---

**To:** Todd Snyder, Parks and Recreation

Please forward the fully-signed original contract to the vendor/contractor. Request W-9 if not provided

fdo



CITY OF WEST PALM BEACH

OPTIONAL

**AMENDMENT NO.**  
[Term Extension]

Agreement / Contract Name: CITYWIDE ELECTRICAL LIGHTING SERVICES

Agreement / Contract Date January 23, 2018

Contract No 20002. 014

THIS AMENDMENT No 2 ("Amendment") is entered into by and between the **CITY OF WEST PALM BEACH** ("City") and **C.R. DUNN, INC** ("Contractor/Consultant/Provider/Supplier" referred to as "Contractor "for convenience)

WHEREAS, the parties desire to extend the Agreement / Contract, and in consideration of good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Contractor hereby agree as follows:

1. **Term.** The term of the Agreement/Contract is hereby extended for an additional 2 year period exoiring January 22, 2023. Extension terms, conditions and rates shall be the same as the original Agreement / Contract
2. **Effect of Amendment** Except to the extent the Agreement / Contract expiration date is modified by this Amendment, the terms and provisions of the Agreement / Contract, as may be previously amended, shall remain unmodified and in full force and effect. In the event of a conflict between the terms of the Agreement / Contract, as may be previously amended and the terms of this Amendment, the terms of this Amendment shall govern and prevail

Contractor:  
C. R. DUNN, INC

By [Signature]

Print Name: Neil P. Dunn

Title: VP

CITY OF WEST PALM BEACH

By [Signature]  
Keith A James Mayor

Attest [Signature]  
City Clerk

Dated 04/18/21 20\_21

CITY ATTORNEY'S OFFICE  
Approved as to form and legal sufficiency  
By Anthony M. Stella



**PATCH CODE**

**T**

# MEMO



**To:** Keith A. James, Mayor  
**From:** Stacey R. Weinger, Sr. Asst. City Attorney  
**Date:** April 7, 2021  
**Matter No:** 20002.015  
**Dept.** 700 Recreation  
**Re:** CR Dunn; WO #9; City Compound Yard; Park Maintenance; MP 09/13/21

Transmitted herewith are original documents which have been reviewed and approved for legal sufficiency. Kindly forward the documents, along with this memo, to the City Clerk's Office.

The Mayor is authorized to execute the document in accordance with:

Procurement Code.

If authorized by the Procurement Code, the procurement method is:

- |  |                                      |  |
|--|--------------------------------------|--|
| <input type="checkbox"/> Small Purchase                      | <input type="checkbox"/> Quotes      | <input type="checkbox"/> Single Source |
| <input checked="" type="checkbox"/> Competitive Solicitation | <input type="checkbox"/> Cooperative | <input type="checkbox"/> Sole Source   |
| <input type="checkbox"/> Emergency Procurement               | <input type="checkbox"/> Piggyback   | <input type="checkbox"/> _____         |

Procurement No. 16-17-136

Contract/ CO/ WO Amount: \$18,558.91

Est. Expiration Date: September 2021

Applicable EEO Program:  Small Business 100% commitment

---

**To:** Office of the City Clerk

Please: Attest to the execution by the Mayor and insert the date.

Estimated Record Retention Review: October 2026

Please **retain one original** as a public record and **forward the other original with a copy of this memo** to:

Todd Snyder, Parks and Recreation

---

**To:** Todd Snyder, Parks and Recreation

Please forward the fully-signed original contract to the vendor/contractor. Request W-9 if not provided.

fdo



City of West Palm Beach

WORK ORDER NO. 9

CITY'S ORIGINAL

Contract #: 20002. 015

Contractor: C.R. DUNN, INC.

Work Order Task Title: PARKS MAINTENANCE - CITY COMPOUND YARD

- 1 **Task / Project:**  
A detailed Scope of Work is attached as Exhibit A
- 2 **Schedule**  
The Contractor shall commence services under this Work Order on the date indicated in the Notice to Proceed and fully complete said Work in accordance with Exhibit B
- 3 **Compensation**  
The total amount to be paid to the Contractor by the City under this Work Order, based upon the unit prices/ rates set forth in the Contract, shall not exceed the sum of Eighteen Thousand Five Hundred Fifty-Eight Dollars and Ninety-One Cents (\$18,558.91) A detailed schedule of values is attached as Exhibit C.
- 4 **Small Business**  
The small business commitment for this Work Order is 100%.
- 5 **Insurance.**  
Contractor hereby confirms that it maintains the insurance coverages required under the Contract and that certificates of insurance evidencing current policies are on file with the City as of the date of this Work Order.
- 6 **Contract Reference**  
This Work Order shall be performed under the terms and conditions described within the master contract titled CITYWIDE ELECTRICAL LIGHTING SERVICES, dated January 23, 2018 by and between the City of West Palm Beach and the Contractor named above

Contractor:  
C.R. DUNN, INC

By: [Signature]  
Print Name: Russell P. Dunn  
Title: V.P.

CITY OF WEST PALM BEACH

[Signature]  
Keith A. James, Mayor  
Date: 09/08/2017

ATTEST: [Signature]  
City Clerk

CITY ATTORNEY'S OFFICE  
Approval as to form and legality  
By: \_\_\_\_\_



# EXHIBIT A

C. R. Dunn, Inc.

**Electrical Construction**

**1202 Pope Lane / Lake Worth, FL 33460 / (561) 585 2155 / fax (561) 585 1233  
EC13007433**

## **PROPOSAL**

To: City of WPB

Date: 3-16-2021

Attn: M. Snyder

Project: **City Compound Yard**

We submit the following proposal to you on a confidential basis, the information in this proposal is not to be shared with any other person without our written permission, and to perform electrical work as shown in the following enumerated plans and specifications for project.

Labor, material and equipment to install 4-32' concrete poles with bull horns.  
Fixtures will be supplied by the City.  
Trench 450', install 2" PVC and pipe and 5 hand holes. Pull #6 wire and terminate

**Total..... \$18,558.91**

This proposal is to remain confidential. This proposal will be accepted by you in any one of the following methods: a) Utilizing our pricing, and/or value engineering ideas for any purpose, including but not limited to sharing or shopping our price or ideas with any other person. b) Requesting us to proceed with work for this project. c) Using any of our value engineering work product. d) Written acceptance of this proposal, including letter of intent to enter into a contract.

Respectfully submitted,

Russell P. Dunn  
Vice President

## **EXHIBIT B**

### **Schedule**

Total 140 Days from Notice to Proceed

# EXHIBIT "C"

city compound

Item	Description	Unit Cost	Unit	Quantity	Total
<b>General</b>					
1	Mobilization	\$ 100.00	LS	1	\$ 100.00
2	Maintenance of Traffic	\$ 350.00	Allow	0	\$
3	Construction Permits	\$ 250.00	Allow	1	\$ 250.00
4	Electrical Plans	\$ 4,500.00	Allow	0	\$
5	FP&L Service	\$ 800.00	EA	1	\$ 800.00
6	Bonding (Added at the Bottom of Page)		TBD		\$
7	Insurance	\$ 25.00	EA		\$
<b>Labor</b>					
8	Foreman	\$ 55.00	HRs	48	\$ 2,640.00
9	Journeyman 1	\$ 50.00	HRs	0	\$
10	Journeyman 2	\$ 50.00	HRs	48	\$ 2,400.00
11	Apprentice	\$ 40.00	HRs	48	\$ 1,920.00
12	Supervisor	\$ 50.00	HRs	4	\$ 200.00
<b>Equipment</b>					
13	55' Bucket Truck	\$ 40.00	HRs	16	\$ 640.00
14	Auger Truck	\$ 45.00	HRs	16	\$ 720.00
<b>Material</b>					
15	Ameron Poles 13'	\$ 3,596.00	EA	0	\$
16	Ameron Poles 15'	\$ 3,596.32	EA	0	\$
17	Ameron Poles 22'	\$ 6,143.29	EA		\$
18	Lumec Fixture	\$ 2,527.87	EA	0	\$
19	Ameron Bracket	\$ 464.00	EA		\$
20	Directional Bore	\$ 17.00	LF	0	\$
21	Trenching	\$ 3.50	LF	450	\$ 1,575.00
22	Nightmaster Service (30 amp Higgins Post, 200 amp Meter Can)	\$ 2,695.00	EA	0	\$
23	2" PVC Conduit	\$ 0.69	LF	450	\$ 310.50
24	2" PVC Elbow	\$ 1.34	EA	6	\$ 8.04
25	2" PVC Coupling	\$ 0.40	EA	8	\$ 3.20
26	2" PVC Bell End	\$ 2.77	EA	4	\$ 11.08
27	3/4" PVC Conduit	\$ 2.25	EA	20	\$ 45.00
28	3/4" PVC Elbow	\$ 0.45	EA	4	\$ 1.80

# EXHIBIT "C"

city compound

29	3/4" PVC Coupling	\$ 0.12	EA	4	\$ 0.48
30	3/4" PVC Bell End	\$ 1.25	EA	4	\$ 5.00
31	#6 Copper Wire	\$ 0.65	LF	1350	\$ 877.50
32	#10 Copper Wire	\$ 0.40	LF	200	\$ 80.00
33	#6 Solid Bare Copper	\$ 4.68	LF	20	\$ 93.60
34	Red Wire Nuts	\$ 1.40	EA	12	\$ 16.80
35	Gel-Caps	\$ 25.95	EA	10	\$ 259.50
36	Weather Proof Fuse Holder	\$ 14.63	EA	8	\$ 117.04
37	10 Amp Fuse	\$ 2.36	EA	4	\$ 9.44
38	#4-6 Crimp	\$ 3.77	EA	16	\$ 60.32
39	Electrical Pull Box	\$ 188.25	EA	5	\$ 941.25
40	5/8" x 10' Ground Rod	\$ 13.43	EA	4	\$ 53.72
41	5/8" Ground Rod Clamp	\$ 1.41	EA	4	\$ 5.64
Restorations and Misc. Items					
42	Sod	\$ 2.50	SY	0	\$
43	Sawcut	\$ 5.00	LF	0	\$
44	Concrete	\$ 250.00	SY	0	\$
45	SP 9 5 Asphalt	\$ 9.00	SY	0	\$
46	concret pole 32ft	\$712.00	ea	4	\$ 2,848.00
47	freight	\$ 550.00	EA	1	\$ 550.00
48	bull horns	\$ 254.00	EA	4	\$ 1,016.00
49		\$	0	0	\$
50		\$	EA	0	\$

Subtotal \$ 18,558.91

Bond

**Total \$ 18,558.91**

# **New Business**

# TAB 4



**Town of Lake Park Town Commission**

**Agenda Request Form**

**Meeting Date:** 2/2/2022 **Agenda Item No.**

**Agenda Title:** FISCAL YEAR END 2021/2022 BUDGET ADJUSTMENTS

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

**Approved by Town Manager** *[Signature]* **Date:** 1-20-22

**Lourdes Cariseo** **Finance Director**  
 Name/Title

<b>Originating Department:</b>  <b>FINANCE</b>	Costs: Budget Adjustments Funding Source: <input checked="" type="checkbox"/> Finance <i>LCariseo</i>	<b>Attachments:</b> <b>Resolution, Attachment "A"</b> <b>Carryforward Budget Adj,</b> <b>Attachment "B"</b>
<b>Advertised:</b> 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>LC</u> <b>Please initial one.</b>

**Summary Explanation/Background:**

Fiscal Year End 2021/2022 is being amended to include additional revenue and expenditures. The adjustments are attached. The General Fund has a total budget increase of \$ 52,444 to Revenue and Expenditures. Streets & Roads has a total budget increase of \$16,485 to Revenue and Expenditures. The Marina Fund has a total budget increase of \$157,478 to Revenue and Expenditures. The Stormwater Fund has a total budget increase of \$99,740 to Revenue and Expenditures. The Special Projects Fund has a total budget increase of \$2,621,158 to Revenue and Expenditures. The Sanitation Fund has a total budget decrease of \$ 7,566 to Revenue and Expenditures.

This fiscal year resolution creates the budget adjustments needed.

**Recommended Motion:**

I move to adopt Resolution 03 02-21.

The staff recommends adjusting the following revenue/expenditure items:

**RESOLUTION NO. 03-02-22**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN BUDGET FOR FISCAL YEAR 2021-2022 AS PREVIOUSLY ADOPTED BY RESOLUTION NO. 58-09-21; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.**

**WHEREAS**, the Town Commission has previously established the budget for the Town of Lake Park for the fiscal year beginning October 1, 2021 and ending September 30, 2022; and

**WHEREAS**, at the time of its adoption, the budget properly reflected expected revenues and appropriations; and

**WHEREAS**, to implement this budget, the Town Commission adopted and levied by Resolution No. 57-09-21 a final millage rate for the Fiscal Year 2021-2022; and

**WHEREAS**, the Town Commission deems it necessary and advisable to amend the budget for the Town of Lake Park for Fiscal Year 2021-2022, which was adopted by Resolution No. 58-09-21.

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

**Section 1.** The whereas clauses are true and correct and are supported herein.

**Section 2.** An amended budget of the Town of Lake Park General Fund is hereby approved and adopted as set forth in the attached Attachment "B". An amended budget of the Town of Lake Park Marina Fund is hereby approved and adopted as set forth in the attached Attachment "B". An amended budget for the Town of Lake Park Sanitation Fund is hereby approved and adopted as set forth in the attached Attachment "B". An amended budget for the Town of Lake Park Stormwater Fund, Special Fund and Streets and Road Funds are hereby approved and adopted as set forth in the attached Attachment "B".

**Section 3.** The Annual Budget establishes limitations on expenditures by fund and by department within funds, and the total appropriation of each fund may not be increased or decreased without specific authorization by a duly enacted resolution effecting such amendment or transfer. However, specific activity and department amounts may be exceeded upon authorization of the Town Manager so long as excesses exist in other activities within said fund budget. Notwithstanding the forgoing, the Town Commission shall approve by resolution the transfer of all appropriations in excess of \$10,000 and all transfers from the Town's Unassigned Fund Balance Account or the Town's Contingency Account.



**Section 4.** If any section, subsection, sentence, clause, phase or portion of this Resolution 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.** This resolution shall take effect immediately upon adoption.

# TOWN OF LAKE PARK

**BUDGET ADJUSTMENT**

**Adjustment No.: #3-2022**

**DEPARTMENT: Re-encumbered at year end**

**DATE: 2/2/2022**

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	FROM	TO
Professional Services	001-51-512-106-31000		\$52,444.00
Balance Brought Forward	001-399.999		\$52,444.00
Professional Services	190-54-541-190-31000		\$16,485.00
Balance Brought Forward	190-399.999		\$16,485.00
Equipment Leases	401-57-579-800-44200		\$420.00
Repairs & Maintenance	40-57-579-800-46000		\$5,954.00
Hurricane Irma	401-57-579-800-46500		\$11,985.00
Photocopying	401-57-579-800-47100		\$1,104.00
American Rescue Plan Exp	401-57-579-800-52700		\$138,015.00
Balance Brought Forward	401-399.999		\$157,478.00
Professional Services	402-53-538-402-31000		\$8,710.00
Contractual Services	402-53-538-402-34000		\$4,800.00
Repairs & Maintenance	402-53-538-402-46000		\$9,950.00
Improvements - Drainage	402-53-538-402-63010		\$76,280.00
Balance Brought Forward	402-399.999		\$99,740.00
PBC Discretionary Surtax Projects	301-52-521-301-63100		\$197,441.00
Lake Shore Dr-Line Item Appropriation	301-52-521-301-63286		\$2,401,282.00
Grant CDBG FY2020-21	301-52-521-301-63823		\$22,435.00
Balance Brought Forward	301-399.999		\$2,621,158.00
Repairs & Maintenance	404-53-534-404-46000		\$267.00
Vehicle Parts & Supplies	404-53-534-404-46300		\$7,299.00
Balance Brought Forward	404-399.999		\$7,566.00

TOTAL \$0.00 \$2,954,871.00

**Explanation:**

General Fund - Carryforward unspent funds from PO 56263 for Town Clerk Scanning

Streets & Roads - Re-encumber open PO 56252 at 9/30/21 fro Susan O'Rourke

Marina - Re-encumber open PO's 56208-Canon, 56198-Dedicated IT,

56220-Grainger, 56253 Custom Built Marina

Stormwater - Re-encumber open PO's 56273, 56270, 56274, 56181 Water Resources

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Management Association

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Special Projects - Re-encumber PO's 56124-Baxter Woodman, 56203-West

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Construction, 56234-PBC Lambda Rail, 56264-Continental Computers,

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56218-Foster Marine, 56271 - Calvin Giordano

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APPROVALS:

Commission: \_\_\_\_\_

Date: \_\_\_\_\_