

RESOLUTION NO. 43-05-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ESTABLISHING A FLOODPLAIN MANAGEMENT STEERING COMMITTEE; 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 Commission has adopted provisions in Chapter 60 of its Code of Ordinances (the Code) pertaining to the management of floodplains; and

WHEREAS, The Congress of the United States of America (USA) has enacted The National Flood Insurance Act of 1968, as amended (42 USC 4001 et seq.), and the Flood Disaster Protection Act of 1973 (Public Law 93-234, 87 Stat. 975), and subsequent laws for the protection of life and property and to forestall to the extent possible, flood-related disaster, and;

WHEREAS, On September 15, 1978, the Town Commission accepted to participate in the National Flood Insurance Program, and to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60 associated with the program, and;

WHEREAS, On September 27, 2017 per Ordinance #10-2017 the Town Commission adopted local technical amendments to the Florida Building Code by reference and incorporated these technical amendments into Chapter 60 of the Town Code to floodplain management, and;

WHEREAS, Congress intended the National Flood Insurance program to be only the minimum basis upon which local communities should design their floodplain management regulations, and;

WHEREAS, it is essential that the Town fully develop a floodplain management plan to protect human life, health, safety and to protect property, and;

WHEREAS, it is imperative that the Town adopt a floodplain management plan in order to enhance hazard mitigation implementation and the Town's Regular status in the National Flood Insurance program and;

WHEREAS, a floodplain management plan provides a method for reducing the risk associated with flooding, and to provide floodplain management activates in furtherance of the public's health, safety, and general welfare; and

WHEREAS, the provisions incorporated by reference in Chapter 60 of the Town Code which pertain to floodplain management are in compliance with sections 553.73(4), Florida Statutes and are consistent with the applicable provisions and intent of the Flood Disaster Protection Act of 1973, and;

WHEREAS, the Floodplain Management Plan (FMP) is a key component of the Town's participation in the NFIP; and

WHEREAS, the development, modification and revision of the FMP are accomplished through the direction and oversight of an FMP Steering Committee, and;

WHEREAS, to facilitate the development of a Floodplain Management Planning program, the Town Manger has recommended that a Floodplain Management Steering Committee be created.

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

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

Section 2. Establishment. The Town Commission hereby establishes the development of a Floodplain Management Plan Steering Committee (the Committee) to facilitate the development of a Floodplain Management Plan (FMP).

Section 3. Membership. The Committee shall consist of five members who shall serve for such period of time as may be necessary to develop the FMP. The Committee shall consist of one land use planner, one technical public works professional, two residents, and either a Town engineering consultant, or a Certified Floodplain Manager (CFM). All of the members of the Committee shall serve at the pleasure of the Town Commission. The Committee shall select from amongst themselves a Chairperson and Vice Chairperson. The presence of three or more members shall constitute a quorum. The Committee shall meet one a month, or on an as-needed basis.

Section 4. Powers and Duties of the Committee

The purpose of the Committee shall be to: 1) provide recommendations in an advisory capacity in the development of a FMP; 2) to conduct public meetings; 3) act as the point of contact for local governments and the various interest groups interested in regard to the Town's development of a FMP; 4) solicit a wide range of input into the planning process and advocate for public involvement; and 5) educate all participants in flood hazard mitigation and planning.

Section 5. Public Meetings.

Committee meetings shall be noticed and open to the public in accordance with the Florida Sunshine Act. Members of the public wishing to address the steering committee may do so based on the Town's public speaking protocol.

Section 4. This Resolution shall become effective upon execution.

The foregoing Resolution was offered by Commissioner Flaherty, who moved its adoption. The motion was seconded by Commissioner Michaud and upon being put to a roll call vote, the vote was as follows:

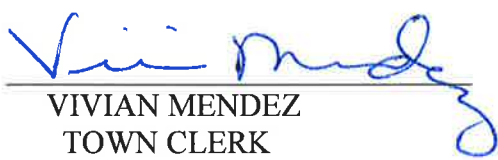
	AYE	NAY
MAYOR MICHAEL O'ROURKE	<u>/</u>	—
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>/</u>	—
COMMISSIONER ERIN FLAHERTY	<u>/</u>	—
COMMISSIONER JOHN LINDEN	<u>/</u>	—
COMMISSIONER ROGER MICHAUD	<u>/</u>	—

The Town Commission thereupon declared the foregoing Resolution 43-05-19 duly passed and adopted this 15 day of May, 2019.

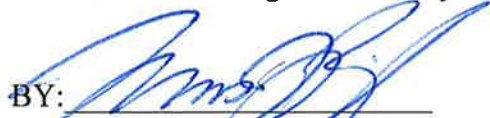
TOWN OF LAKE PARK, FLORIDA

BY: 
MICHAEL O'ROURKE
MAYOR

ATTEST:


VIVIAN MENDEZ
TOWN CLERK

Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY



TECHNICAL MEMORANDUM NO. 1
TOWN OF LAKE PARK
STORMWATER MASTERPLAN
Task 2.0 Public Outreach And Communications Task

Subject: Public Outreach, Coordination with Agencies and Composition of Committees
Date: March 19, 2019
To: Richard Scherle, Public Works Director
From: Raul Mercado, PE, CFM (WRMA)
Copy to: Stormwater Master Plan File Documentation

Public Outreach & Communications Task

The Outreach & Communications Task will provide the framework for all project communications with Town staff, elected officials, state regulators, the Town's residents, businesses and other identified stakeholders. Effective communication across various mediums and participation from residents and businesses is integral to the development, adoption and long-term success of the Stormwater Masterplan.

The outreach efforts will utilize Town hosted workshops, community events and regular coordination with other local and state agencies. The core activities to be undertaken under this task item are:

1. Development of a Public Outreach Plan for the various communities including residential owners' associations, local businesses and trade organizations, and other active community organizations within the Town.
2. Creation of three town committees which shall provide opportunities for town staff, elected officials, town residents and business owners to provide input on the stormwater masterplan and to provide a venue through which important information and educational materials can be disseminated.
3. Development of Sample Surveys which will pose both general and community specific questions (residential / commercial / industrial).
4. Conduct interviews with Town staff, officials, business owners and community leaders about the existing stormwater management issues of the Town.
5. Coordination with Palm Beach County, South Florida Water Management District (SFWMD), and various drainage districts, to verify that all relevant stormwater, geographic and topographic data sets are obtained.
6. Coordination with SFWMD which shall include discussions relating to regulatory permitting.
7. Conduct Town Commission workshops and attend Commission-conducted public hearings at key project stages.

8. Development of citizen involvement programs that include educational components about function, maintenance, and pollution controls associated with best management practices and stormwater management techniques.

Outreach Plan Outline

The outreach plan outline will provide for communication with stakeholders and town officials throughout the duration of the project and will include communication with:

- The Town's Project Manager;
- Technical Staff;
- Elected Officials;
- The Town's Public Information Officer;
- The Town's Planning Department;
- Adjacent Cities/Towns;
- SFWMD;
- The Federal Emergency Management Agency (FEMA) (and their consultants);
- The Florida Department of Environmental Protection (FDEP);
- Palm Beach County;
- Palm Beach League of Cities;
- Palm Beach County National Pollutant Discharge and Elimination Systems;
- (NPDES) Consortium;
- Citizen Committees (including the CSWAB);
- Homeowners' Associations;
- Property Owners' Associations;
- The General Public;
- Members of the WRMA Team.

Citizens Stormwater Advisory Board (CSWAB)

The Town's elected officials and legal staff will be consulted to create and appoint Town of Lake Park residents to the Citizens Stormwater Advisory Board (CSWAB), a standing Town subcommittee throughout the development of the Stormwater Masterplan, and to satisfy Florida State Sunshine Law requirements.

Up to eight (8) meetings of the CSWAB will be facilitated by the WRMA Team to support development and outreach efforts of the stormwater masterplan. Meeting materials will be provided one (1) week before each meeting for City staff review and approval. The WRMA Team will support the Town in preparing for each meeting and will take meeting minutes as part of the routine public notice process. When applicable, the WRMA Team will provide presentation materials for meetings and/or assist staff with preparing these materials.

The WRMA Team will make available hard copies of meeting materials (including agendas) to all committee members, Town staff and electronic PDF versions for posting on the Town's website. The WRMA Team will also provide sign-in sheets for each meeting.

Floodplain Management Committee (FMC)

The Floodplain Management Committee shall serve to perform the function under Activity 510 - Floodplain Management Planning, and shall also serve to fulfill the requirements of a Program for Public Information as specified in the 2013 CRS Coordinator's Manual. FMC Committee members would comprise Dept. of Public Works technical/engineering staff, the Town's LMS staff, WRMA Certified Floodplain Managers, and/or other local and state agency CFMs or technical experts in FEMA regulatory floodplain management.

A meeting schedule with the proposed topics of discussion will be drafted by the WRMA Team for the Floodplain Management Committee. An electronic draft will be provided to Town staff for comments, and revisions will be incorporated prior to approval. The Town approved meeting plan for the FMC will include meeting dates, projected floodplain management topic and speakers.

Stormwater Policy Committee (SWPC)

The mayor, the Town Commissioners, select Town of Lake Park staff and the WRMA Project Manager will compose the Stormwater Policy Committee. Outreach to elected officials (facilitated by the WRMA Team) will include the following:

- A plan for Commission outreach (will be detailed as part of the Outreach Plan Outline).
- Meetings with Commissioners to brief them on the SWMP development, obtain their input and comments, and notify them of upcoming scheduled events. The Mayor and each Commissioner will have the opportunity to make appointments to the Citizens Stormwater Advisory Board.
- Presentations to elected officials at project milestones to inform them of the progress being made on the SWMP. These presentations will cover areas of flooding concern, and Capital Improvement Plan (CIP) project development. The WRMA Team will work with staff to create presentation materials and/or present information at these meetings, based on staff preference.

Support for Educational Materials & Events

The WRMA Team will work with Town staff throughout the development of the stormwater masterplan to facilitate the creation of educational materials and events. WRMA shall assist and/or develop PowerPoint presentations and support for up to 12 local meetings with property owners and homeowners' associations. WRMA will assist the Town with development of press releases, as needed, for the Town's Public Information Officer and the Mayor's office.

Deliverables

- Draft Outreach Plan Outline;
- Final Outreach Plan Outline;
- Meeting Minutes for all scheduled meetings with commissioners or town staff;
- PowerPoint Presentations for Elected Officials;
- Meeting Materials for Up to 8 CSWAB Meetings;
- Support Materials for FEMA Outreach;

- Meeting materials and support for up to 12 local meetings with property owner and homeowners' associations;
- Draft Utility Bill Insert;
- Final Utility Bill Insert ;
- Press Release information, as needed.