



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 18, 2012, 7:00 p.m.
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, April 18, 2012 at 7:00 p.m. Present were Mayor James DuBois, Vice-Mayor Kendall Rumsey, Commissioners Steven Hockman, Jeanine Longtin and Tim Stevens, Interim Town Manager Jamie Titcomb, Town Attorney Thomas Baird, and Town Clerk Vivian Lemley.

Vice-Mayor Rumsey led the Invocation and Mayor DuBois led the Pledge of Allegiance. Town Clerk Vivian Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA:

Mayor DuBois expressed concern with continuing the litigation against the Inspector General (IG) and asked if any other members of the Commission felt the same way. He requested adding the item under Discussion and Possible Action or discussion under Commissioner Comments. Mayor DuBois stated that he would discuss under Commissioner Comments.

Motion: A motion was made by Commissioner Hockman to approve the Agenda as presented; Commissioner Stevens made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

PRESENTATION:

Update on the American Cancer Society Relay For Life – Carla Flores

Alyson Blake and Kylie Weinberg thanked the Commission for their continued support and gave a brief presentation (see Exhibit “A”). They reminded everyone that this year’s

event will begin at 5:30 p.m. on April 27, 2012 and conclude on April 28, 2012 in Lake Shore Park.

Mayor DuBois thanked them for the presentation and suggested they stick around in case someone would like to join a team.

PUBLIC AND OTHER COMMENTS:

1. Tom Twyford, West Palm Beach Fishing Club, 201 Fifth Street, explained that he is with the Palm Beach County Fishing Foundation, which is a charitable affiliate of the West Palm Beach Fishing Club. (see brochure as Exhibit "B") He explained that for the past 24 years the organization has been doing a "Kid's Fishing Day", which brings at risk and less fortunate children ages 8 through 12 and introduces them to boating and fishing offshore. He explained that for the past 12 years they were in Lantana, but the bridge is currently under construction for the next two years. He requested In-Kind use of the Harbor Marina so that they can set up for the three day event. They would require the use of the Marina from Monday, July 30 through Friday, August 3, 2012. He stated that the primary sponsor is the Marine Industries Association of Palm Beach County and the Fish and Wildlife Conservation Commission is a big partner.

Commissioner Longtin asked the ages of the children.

Mr. Twyford explained that this event is not open to the public and that they work primarily with youth groups. He stated that the children range from 8 to 12 years old.

Commissioner Longtin asked if a child can join even if they are not affiliated with a group.

Mr. Twyford stated that they keep a certain amount of space available for those that register that are not affiliated with a group.

Commissioner Longtin asked how often do they run.

Mr. Twyford explained that they run four, two hour trips per day everyday for three days a year.

Commissioner Longtin asked if what he was requesting was the use of a slip for that period of time.

Mr. Twyford stated that "yes".

The Commission came to consensus to allow the use of the Marina for the event. Mayor DuBois asked Mr. Twyford to speak with Interim Town Manager Titcomb to work out the details. He welcomed them and hoped that Lake Park could become their future home. Mayor DuBois suggested placing a link on the Town and Marina website to their website in support of the event.

2. *Harry Welsh, 250 Seminole Avenue*, requested the suspension of the parking meters for the Friday Market.

Commissioner Longtin asked when would they discuss his request.

Mayor DuBois stated that during Commissioner Comments.

3. *Diane Bernhard, 301 Lake Shore Drive* requested a status on the Employee Handbook project.

Interim Town Manager Titcomb explained that the Ordinances that will be adopted on May 2, 2012 are a prerequisite to moving forward on the handbook.

4. *Stephen Hall, 302 Lake Shore Drive* explained that he became interested in attending Commission meetings when the Marina Village project was first introduced. He stated that he wants to keep this topic on the front burners of the Commission to find out which way they are going to proceed with the project. He re-irritated that the intent was to have open forums with the public as the application was received from staff. He stated that as of yet the open forums with the public have not been conducted.

Mayor DuBois explained that the Town is anticipating the receipt of a formal application for this project and it has not been received. He stated that upon receipt the formal application will go before the Planning and Zoning Board first before it comes to the Town Commission for review.

Mr. Hall asked if the Town had entered into the Interlocal Agreement.

Mayor DuBois stated that the Town has entered into the Interlocal Agreement.

Mr. Hall asked if the Interlocal Agreement had committed the Town to creating public access to the waterways to Palm Beach County.

Mayor DuBois explained that there are a number of ways to achieve that stipulation.

Mr. Hall asked if the Town intends to do that.

Mayor DuBois stated that the Town intends to meet every aspect of the Interlocal Agreement that has been defined.

Mr. Hall stated that the Interlocal Agreement specifies timelines and did the Town intend to meet those.

Mayor DuBois stated that the Town intends to meet those.

CONSENT AGENDA ITEMS:

2. Regular Commission Meeting Minutes March 21, 2012

Motion: A motion was made by Vice-Mayor Rumsey to approve the Consent Agenda; Commissioner Stevens made the second.

Commissioner Longtin stated that she was not in attendance at the March 21, 2012 meeting and therefore would be voting against the minutes because she did not have the opportunity to compare the written minutes to the DVD of that meeting.

Mayor DuBois stated that there was one correction he would like made to his comments on page 13. He read from his comments and was unable to locate the correction he wanted to make.

Commissioner Longtin asked what the gist of his comment was.

Mayor DuBois stated that the gist was that he was trying to clarify that the Town is accepting not charging for parking meters on Sunday's and no further discussion about parking meters on other days and also not bagging the meters.

Commissioner Longtin read the section that the Mayor was referring to.

Mayor DuBois stated that there was another section which contradicted that statement, but was unable to locate the section.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin		X	
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 4-1

DISCUSSION AND POSSIBLE ACTION:

Review Resumes of Semi-Finalist for Town Manager Position

Public Comment Open:

Diane Bernhard, 301 Lake Shore Drive stated that she had read the Town Manager resumes of the shortlisted candidates and the proposed questions for the interview from the City of Lake Worth. She asked the Commission what their most important qualities for a Town Manager are.

Mayor DuBois stated that some of the points will be discussed during this item and they will possibly address some of those aspects during the discussion.

Public Comment Closed:

Mayor DuBois announced and welcomed Richard Radcliffe, the Executive Director of the Palm Beach County League of Cities that was in the audience.

Interim Town Manager Titcomb introduced Bambi Turner, Human Resources Director and Kurt Bressner of International City/County Management Association (ICMA) Range Rider so that they may provide the Commission with an update on the process of hiring a new Town Manager.

Human Resources Director Turner explained that the purpose for the agenda item, in addition to the further review of resumes, is to discuss the process and scheduling of interviews. She explained that potential interview questions were included in the agenda packet as reference to use as a resource for developing their own questions. She referred to the "Interview Notes Candidate Evaluation Form" that can be used as a guide to assist the Commission in ranking the candidates. She explained that the last page of the agenda packet included a draft interview schedule to give them a sense of what the interview day would look like. She referred to last time the Commission interviewed candidates it was done on a Saturday to accommodate those that are currently working. She distributed the current list of semifinalist (see Exhibit "C") explaining that Mike Konefal from Colorado has withdrawn because he has accepted another position. She explained the matrix and Interim Town Manager Titcomb read the names of the semifinalist.

Vice-Mayor Rumsey asked for clarification under the "Credit Checks" section of the matrix that state "In Progress".

Human Resources Director Turner explained that those credit checks had not been received back yet because there were inconsistencies leading up to that credit check that they are seeking to resolve.

Vice-Mayor Rumsey referenced two candidates that have the first three boxes that say either "cleared" or "in progress" and the remaining boxes are blank and asked for the status of those two candidates.

Human Resources Director Turner explained that there are inconsistencies that are waiting to be resolved with those two candidates. She stated there are very important inconsistencies that are preventing her from moving forward with those candidates, but was not ready to put those on the record at this time. She stated that they hope to have those inconsistencies resolved shortly.

Vice-Mayor Rumsey asked if everything would be finalized by the next Commission meeting.

Human Resources Director Turner stated "yes I do".

Commissioner Longtin asked for clarification of the media check.

Human Resources Director Turner explained that a media check means she goes on-line to see if there is anything negative in the press.

Commissioner Longtin asked what the search parameters were to do that.

Human Resources Director Turner explained that she uses the candidates name and previous employer or current employer and explained that it is basically a Google media search through the media component of Google.

Commissioner Longtin asked why the inconsistencies are not included in the information being provided.

Human Resources Director Turner stated that the inconsistencies are serious in nature and does not want to put them on the record at this time in case they are clarified.

Interim Town Manager Titcomb explained that the inconsistencies could be based on data entry errors assigned to the wrong name or person or the inconsistencies are as a result of a clerical mistake and not the identity of the actual person. He stated that it is critically important that all the information is vetted before those issues are made know publicly.

Commissioner Longtin asked if she would be able to view the criminal background checks.

Human Resources Director Turner stated "yes".

Commissioner Stevens asked if the entire record for any litigation be provided to the Commission.

Human Resources Director Turner stated "yes".

Mayor DuBois stated that he thought that the list of candidates would be narrowed down to five.

Human Resources stated that is up to the Commission.

Mayor DuBois stated that he thought each Commissioner would provide a list of five names and shortlist the candidates.

Interim Town Manager Titcomb stated that there are still items that are being vetted for the list of semi-finalist and wanted to give the Commission the discretion to decide. He stated that the process can move forward with narrowing this list or if the Commission would prefer that the issues be further vetted and it can be brought back at the next meeting.

Chair DuBois stated that he is comfortable with completing the background checks and coming back at the next meeting to shortlist the candidates.

Commissioner Hockman stated that before the list is shortened the information needs to be completed.

Vice-Mayor Rumsey stated that he would like to have the background check complete before moving forward and at the next Commission meeting to narrow down the list. He stated that he would recommend that the Commission provided a deadline of Friday, April 27, 2012 for the background to be complete and for anyone that has not provided the information or the background check is not complete would no longer be a candidate.

Commissioner Longtin asked if she could add two names to the list for consideration.

Mayor DuBois stated that the Commission tried to do that at the last meeting, but he does not see any harm in adding candidates. He stated that time may be a factor to get the background check completed.

Interim Town Manager Titcomb stated that information on the candidates comes from multiple sources and the Town is not in control of the receipt of that information. He stated that in relation to litigation checks that frequently persons that are in public office in municipalities are named in lawsuits by default. He stated because someone has listed litigation that it is an indictment of anything. He stated that if the Commission is supportive of adding another name that a caveat that the information be provided between now and the next Commission meeting should be included.

Commissioner Longtin asked if the Town Manager would be required to own a home in the Town.

Mayor DuBois stated that he does not think there is a stipulation to owning property and that the stipulation is residency.

Human Resources Director Turner stated that in her review of the Code and Charter residency is not a requirement; however it can be a condition of the employment contract.

Commissioner Longtin asked can it be stipulated in the contract that the Town Manager own a home within the Town.

Attorney Baird stated that the Commission can stipulate to whatever the other party will agree.

Commissioner Longtin asked the other members of the Commission how they felt about requiring home ownership within the Town.

Mayor DuBois stated he is not in favor of ownership.

Commissioner Longtin asked if residency in the Town is required.

Mayor DuBois stated that for him it depends on the applicant. He stated if the candidate is a long time member of one the Town's neighboring communities there is value to that

residency over and above having to be a resident of Lake Park proper, but he thinks that is an item that comes up after the selection.

Commissioner Stevens stated that he is generally in favor of a residency requirement being part of the contract, but it is on a case by case basis.

Vice-Mayor Rumsey stated that for him it will depend on where the person presently lives. He stated if the person is moving from out of state or out of the county he would require residency within the Town. He stated if someone is living within a 10 to 20 mile radius of the Town he would not require residency because it would be a disservice to the person to expect them to sell a home in the current market.

Commissioner Hockman stated that if the applicant lives outside the county they would need to live in the Town and if the applicant lives inside the county he would not require residency in the Town.

Commissioner Longtin asked what the anticipated salary of the position is.

Chair DuBois stated that it depends on the person.

Commissioner Stevens stated it would be commensurate with experience and if that means paying a little bit more then it is worth it.

Vice-Mayor Rumsey stated that he has a number in his head he wants to stay within. He recommended not providing the salary range at this time because if the Commission tips its hand it could affect the Commission ability to negotiate.

Commissioner Hockman stated he has a number in his head that he is unwilling to put out at this time. He stated that some of the resumes have large gaps in employment and asked if the applicant can be requested to provide information regarding those gaps.

Human Resources Director Turner stated that part of the application process is for the applicant to submit a completed Town application form and on the application form the applicant must explain any gaps in employment. She stated that if the explanation is not satisfactory or not explained she questions the gap in employment.

Mayor DuBois asked if the Commission will receive the applications prior to the interviews.

Human Resources Director Turner stated that she can provide the applications.

Commissioner Hockman asked for clarification regarding what information is provided by the applicants' previous employers.

Human Resources Director Turner stated that the telephone employment reference check performed for each applicant has very specific questions. She stated that including confirming the dates of employment, reason for leaving; questions are also asked regarding management style, professional skill, fiscal management skills, personnel skills,

communication skills, relationship with the legislative body and community relations. She stated that it is a three page questionnaire and is patterned after the Town Manager evaluation form. She provided example questions.

Chair DuBois asked what happens if an organization does not provide this type of information and that the organization confirms dates of employment and reason for leaving only. He stated that the organization having such a policy would be difficult to hold against an applicant.

Human Resources Director Turner stated that it taken into account and where that is the policy she has made a public records request for a copy of the applicant's personnel file.

Kurt Bressner, ICMA Range Rider, stated that if the Commission is going to have some type of residency requirement that the candidates should be made aware of this requirement sooner rather than later because it may have an impact on whether the candidate wishes to continue in the process. He stated that the discussion regarding salary needs to be delicately handled. He stated that the maximum number of people he would recommend for interview is five candidate plus two alternates. He stated that the questions that were provided are Lake Worth's questions and Lake Park needs to develop its own questions. He stated that one of the things that Range Riders provide is to interview each Commissioner to provide a profile and provide specific questions related to the Town of Lake Park so that not only general questions get answered and recommended that the Commission use this process.

Vice-Mayor Rumsey asked if Mr. Bressner would bring in the two alternates on the day of the interviews.

Mr. Bressner stated that the purpose of the alternates is to replace one of the five candidates if they cannot come for the interview then remove their name from consideration. He stated that the schedule developed by Human Resources Director Turner is a good process.

Chair DuBois suggested provided questions for the applicants to answer in writing. He stated that these are more complex questions that would require the applicant to provide an answer.

Vice-Mayor Rumsey stated that he would prefer to not provide written questions to the applicants because he thinks that applicants for this type of position are going to do their homework regarding the Town and will be able to answer questions. He stated that if the applicant cannot answer the question on the fly then that applicant would fall way down on the list for him. He stated he would prefer that the Commission trust that the applicants will do their homework and know the issues.

Commissioner Longtin stated that she agreed with Mayor DuBois regarding the written questions. She stated that the two people she would like to add are John Granger from Pennsylvania and David Strell from Illinois. She asked when the public would have the opportunity to meet the applicants. She stated that she would like to receive the citizens and staffs input on the candidates.

Human Resources Director Turner stated that according to the draft interview schedule included in the agenda package there is an opportunity for the public to meet the candidates at 7:00 p.m. on the day of the interviews. She stated it would be a short networking session for the purpose of providing the public the opportunity to interact with the applicants and to see how the applicants interact with the public.

Commissioner Longtin asked how long the networking session was scheduled to last.

Human Resources Director Turner stated that it would be the Commission's determination. She explained that she named it short networking reception due to budgetary constraints. She noted that previously that a full reception was held at the Evergreen House and that she is unsure that the budget could handle the expense of a full reception.

Commissioner Longtin apologized to Human Resources Director Turner and Interim Town Manager Titcomb and stated that she had previously stated that she had not received all the resumes and after the meeting she located the resumes that she was missing and that she had received them.

The Commission reached consensus to work with Mr. Bressner regarding the formation of interview questions.

Motion: A motion was made by Commissioner Longtin to include John Granger from Pennsylvania and David Strell from Illinois as Town Manager candidates conditional upon the applicants' timely submittal of the Town Employment Application form and authorization of appropriate checks to enable staff to move forward with the background check and matrix; Commissioner Hockman made the second.

Vice-Mayor Rumsey stated that he will go on the record that he will not try and block Commissioner Longtin's request that these applicants be included however, he wants it to be on the record that Commissioner Longtin was at the April 4, 2012 Commission Meeting when additions were made to the shortlist by Mayor DuBois and himself and Commissioner Longtin voted no against including those applicants.

Commissioner Longtin stated that she was not against the people she was against the process. She stated that she had asked for more time to review the resumes.

Commissioner Stevens stated that ultimately the intent is to narrow the list to five candidates with two alternates. He stated that his concern with the addition of the two applicants is receiving all the information. He asked how feasible is it to provide the criminal background check, credit checks, degree verification check, employment verification checks, reference checks, media checks, litigation checks and comments for media search on these two applicants by next Friday.

Human Resources Director Tuner stated it would be very feasible and explained that the critical path on all of these is to get feedback on the employment verification checks. She

stated that the criminal background check and credit check with everything being in order can be accomplished in a timely manner.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Hockman	X		
Commissioner Longtin	X		
Commissioner Stevens	X		
Vice-Mayor Rumsey	X		
Mayor DuBois	X		

Motion passed 5-0

Interim Town Manager Titcomb stated that also because of budgetary constraints a lunch activity on the day of the interviews has not been provided. He stated that lunch with the candidates would provide the Commission with another opportunity to interact with the candidates however the 3:00 p.m. public interviews would also provide that opportunity.

Vice-Mayor Rumsey asked if the 3:00 p.m. public interviews would be aired live on channel 18.

Interim Town Manager Titcomb stated “yes”.

Mayor DuBois stated that there are a few questions for the Commission to answer regarding salary, residency and essay questions.

Commissioner Stevens stated that regarding the essay questions that each Commissioner works individually with Mr. Bressner.

Mr. Bressner stated that ultimately the essay questions would come back to the full Commission to determine if the essay questions would be included and which questions.

Vice-Mayor Rumsey stated that he would prefer not to do essay questions but, could go either way.

Commissioner Hockman stated that he would prefer not to have essay question and just ask the questions of the applicant.

The Commission reached consensus to not include written questions to the applicants.

Commissioner Stevens stated that on the residency questions it should be handled on a case by case basis depending on the applicant. He stated he would allow the four candidates that live in the County to stay put, as for the two that live out of county to live

in the county and preferably in Lake Park and the five from out of state residency in Lake Park would be preferred by him.

Mayor DuBois stated that his position on the candidates that already reside in the county is that being a member of a community brings value to the individual, to that the community and to Lake Park's community secondhand and so he would suggest to not require that someone who already lives in Palm Beach County to move to Lake Park. He stated that he would support if someone was coming from out of state or out of county that they be required to reside within the Town.

Mr. Bressner asked if the Commission would prefer a softer approach and stated that residency in the Town is preferred. He thinks the double standard for out of county applicants is unfair. He stated that he does feel that if it is practical for the applicant to move to Lake Park it would be great.

Commissioner Longtin stated that she thinks that the Town Manager needs to own a home in Lake Park that way what they do to the residents they do to themselves.

Commissioner Stevens stated that it should be on a case by case basis with the preference for residency in the Town with communicated to all the applicants would suffice.

The Commission reached consensus that the preference of the candidate for Town Manager reside within Lake Park be communicated to the shortlisted applicants.

Mayor DuBois stated that there is probably a history of how the Town Manager has been compensated in the past 10 years. He stated that providing that information without having to state a salary range now is probably enough.

Mr. Bressner noted that the market has changed to less expensive Town Managers because of the economy and fiscal situations.

Interim Town Manager Titcomb stated that one of the reasons that a salary range was not advertised is because the compensation for this position is changing and staff thought that this method would provide to the Commission with the broadest pool of applicants.

Vice-Mayor Rumsey stated that he noticed in the cover letters that most stated that the salary was negotiable.

Commissioner Stevens suggested adding to the matrix the salary range provided by the applicant in their cover letter.

Mr. Bressner stated that adding salary range to the matrix would be a good thing.

Vice-Mayor Rumsey asked if the Commission will be narrowing down the list to five candidate and two alternates at the next meeting.

Commissioner Stevens stated he would support making the decision at the next meeting.

Commissioner Longtin agreed but only if all the information is provided before the meeting and placed on the website for the public to access.

Interim Town Manager Titcomb stated that all the information that the Town has received will be provided and that staff cannot guarantee that all the information will have been provided. He explained that some of the information is out of staff hands and are waiting on other agencies to respond.

Commissioner Hockman asked if the matrix is not complete on candidates is the Commission going to go with that or is the Commission going to wait until everything is complete.

Interim Town Manager Titcomb reminded the Commission of the caveat of the motion be contingent on the information be back in time to include in the package provided to the Commission next Friday and that the Commission directed that if the information is not complete on the matrix that the applicant would be removed from consideration.

Commissioner Stevens asked for clarification on the process of how the five candidates and two alternates will be selected.

The Commission reached consensus that at the beginning of the meeting each Commissioner will cast a ballot containing the five candidates that they want to interview and staff will tally the votes and later in the meeting the Commission will discuss the item and announce the five finalists and two alternates.

COMMENTS BY COMMISSION, TOWN MANAGER, TOWN ATTORNEY

Commissioner Stevens stated that he thinks the American Cancer Society Relay for Life is a great events and encouraged participation and advised that the event is on Friday, April 27, 2012 at 5:30 p.m. He stated that the Fishing Foundation is a great program and hopes that the Town can have the event remain in the Town permanently. He spoke about the parking meters being free for the Friday Market and stated that he thinks the bagging of the meters is the way to go here if Mr. Welsh is willing to pay for the bags and locks and put the bags on and take them off the meters. He stated that in response to Ms. Bernhardt's comments that the Employee Handbook would be addressed after the pending Ordinances regarding Town Manager authority are adopted. He stated that in response to Mr. Hall's comments about the Marina Village that the applicant has not submitted to the Town. He stated that with respect to the Inspector General that he thinks the Town should continue to support the other municipalities in challenging Palm Beach County's attempt to violate Lake Park's Constitutional right to Home Rule. He stated that if the Inspector General wants 10 times the amount of the referendum amount of 0.025 percent that was going to be paid by development applicants then an special district needs to be formed and tax all Palm Beach County residents equally. He stated doing it the way it is proposed is a double tax on every municipality and he does not think it is a fair way to do it.

Commissioner Hockman stated that the Fishing Tournament on April 14 and 15, 2012 was a great event and that it was great to see all the people who came out. He encouraged

people to come out and support the Relay for Life event. He stated that he feels the same way about the parking meters and that the Town should have a way to waive the meters for special events through a bagging fee. He stated that he is against the parking meter and he will not pay for the meters.

Commissioner Longtin stated that she concurs with Commissioner Stevens regarding the Inspector General situation. She wished Vice-Mayor Rumsey and Commissioner Stevens happy birthdays. She stated that April 19, 2012 is Holocaust Remembrance Day.

Vice-Mayor Rumsey stated that he concurs with Commissioners Stevens and Longtin regarding the Inspector General lawsuit. He stated that he thinks this is an unfunded mandate and that the Commission needs to support the residents and other communities and stand up to it if the Commission allows the County to continue to push unfunded mandates on to the Town it will continue to do so. He stated that regarding the parking meters that he requested information regarding how many parking tickets have been issued over the last two weeks at the Marina.

Community Development Director DiTommaso stated "none".

Vice-Mayor Rumsey stated that Mr. Welsh is the only person he has heard complaining about the parking meters at the event and that he goes around and talks to all the vendors. He stated that he thinks that the Town has gone above and beyond to work with Mr. Welsh on the event and want to continue to support the event. However, as a person who puts on events there are always hurdles for every event and this is one that was in the Town before the event was brought here and the Commission has worked with Mr. Welsh to find ways around it and from his stand point the Commission should continue with that position. He congratulated Accountant/Business Licenses Dena Davis on being elected to the Florida Association of Business Tax Official State Board as the Treasurer for a two year term.

Mayor DuBois stated that he received a card from Larisa Pisano and read it into the record (Exhibit "D"). He stated that he read the monthly report from the Sheriff's Office and that he is impressed with the professionalism and variety of calls the Deputies respond. He stated that he has concerns regarding the continued involvement with the Inspector General lawsuit and he is not sure that it is the Town's place to participate in the process particularly when the outcome is not dependent on the Town's participation. He stated that he hears strong support from the Commission and he will support the Commission's resolution and continuation in the lawsuit. He stated that regarding the parking meters that he thinks the Town has extended its self to Sunday's and Holidays and he is not interested in bags for the meter and that he thinks that at some point that the Commission needs to close the discussion and move on with the policy in place.

Attorney Baird stated that the Marina lawsuit mediation is scheduled for April 26, 2012 at Town Hall. He stated that unless the Commission advises otherwise that he was going to be the Town's representative at the mediation. He stated that there are multiple parties, multiples attorneys and a mediator involved. He stated that he knows the mediator and that he thinks that helps the Town. He stated that the Town is represented at the mediation by the Town's Special Counsel Larry Cook. He stated that the mediation

regarding the Inspector General funding lawsuit is scheduled for May 18, 2012 at 9:30 a.m. at West Palm Beach City Hall and confirmed that he and Mayor DuBois will be in attendance at the mediation. He stated that he made the changes that the Commission requested to the Town Manager and Town Attorney Ordinances and that the Ordinances will be on the May 2, 2012 meeting for second reading.

Commissioner Longtin asked about the May 18, 2012 Inspector General mediation and whether the Commission should have the next person in line attend the meeting since Mayor DuBois has stated that he is not in favor of the Town's continued participation in the lawsuit.

Mayor DuBois stated that it is up to the Commission and that it is his position to support the Commission's position and the Commission did vote unanimously to participate in the litigation and that is the position he will honor.

Commissioner Stevens stated that he has full faith and confidence in Mayor DuBois in that he will honor the will of the Commission as he did at the last meeting. He asked that in regards to the mediation for the Marina lawsuit that Attorney Baird advise Special Counsel Cook that the Commission desires to continue to trial if there is no resolution at this mediation.

Attorney Baird stated that he has mediated with the mediator in the past and he is confident that if anyone can settle a case of this magnitude with this many parties this is the mediator that can get it done.

Interim Town Manager Titcomb he stated that a Finance Director has been hired and is scheduled to start on May 2, 2012. He stated that a Recreation Director has been hired and is scheduled to start in the next two weeks. He stated that during the current week that interviews for the Marina Director position are ongoing and is expecting to make a decision on the hiring of that position by the beginning of next week. He stated Grants Writer Virginia Martin has been out on extended leave and does not have the clearance to come back to work and that clearance is not expected to come for some time. He stated that her employment officially ended on April 17, 2012 in terms of the extension of benefits and other consideration and he has not extended that at this time. He stated that the position will be open and that his philosophy has been to push some of that information to the individual department to take appropriate action as necessary.

Mayor DuBois asked for staff to accumulate the total amount of money Ms. Martin has brought to the Town while she was the Grant Writer.

Interim Town Manager Titcomb stated that the Request for Qualification (RFQ) for the 800 Park Avenue building is complete and will be advertised in the Palm Beach Post on Sunday, April 22, 2012.

Commissioner Longtin stated that based on her review that she has found that the trend is to train department directors on grants and thinks it is a great opportunity for the department directors to enhance their skills by learning how to go after a grant.

Mayor DuBois stated that there are also consultants that could provide support through training or pointing Town staff towards the grants and assisting in indentifying available grants instead of a full time employee.

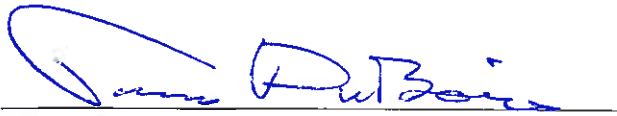
Interim Town Manager Titcomb stated that staff is in the early stages of vetting the position and its need.

Mayor DuBois asked if the RFQ for the gallery building is being forwarded to as many of the people in the arts community as possible.

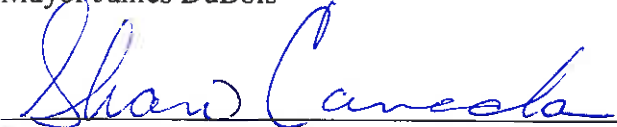
Interim Town Manager Titcomb stated that is the direction provided to staff.

ADJOURNMENT

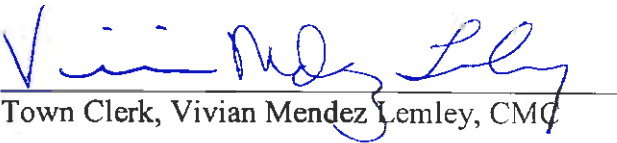
There being no further business to come before the Commission and after a motion to adjourn by Vice-Mayor Rumsey and seconded by Commissioner Stevens, and by unanimous vote, the meeting adjourned at 9:22 p.m.



Mayor James DuBois



Shari Canada, Deputy Town Clerk, CMC



Town Clerk, Vivian Mendez Lemley, CMC



Approved on this 2 of May, 2012

Exhibit "A"

American Cancer Society Relay For Life



1-800-227-2345

cancer.org

Celebrate Remember Fight Back!

Relay For Life of Lake Park

Friday, April 27- Saturday, April 28
Kelsey Park



1-800-227-2345



cancer.org

Saving Lives through Relay For Life



1-800-227-2345

cancer.org

Relay For Life Honors Survivors & Caregivers!



1-800-227-2345



cancer.org

Relay For Life is FUN!



1-800-227-2345

cancer.org

Benefits For Employees Who Participate in the Relay For Life:

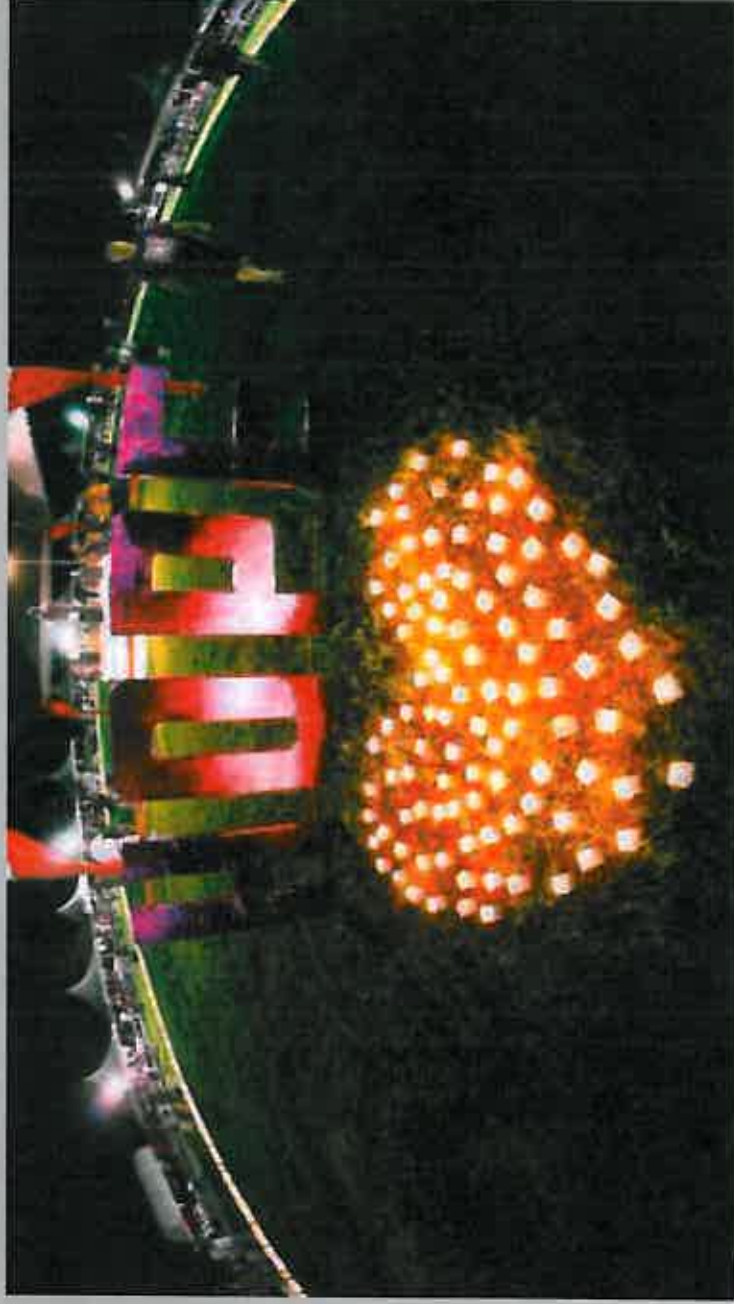
- You're banding together with your family, friends, colleagues, and neighbors having fun for a good cause!
- It's a great team building activity for your co-workers!
- It's an enriching community service project!
- It's a time to reflect with others in the community that are going through similar experiences.
- It's a Party with a Purpose!
- You're saving lives.

1-800-227-2345



cancer.org

Luminaria: The Ceremony of Hope



1-800-227-2345



cancer.org

How to sign up!

Relay For Life of Lake Park web
site

www.relayforlife.org/lakeparkfl

Click on Sign Up, and Start a
Team, or Join a Team.

You'll also see event information!

1-800-227-2345



cancer.org

Join Us in the Fight!



**Alyson Blake, Community Representative
561-650-0136 or alyson.blake@cancer.org**

1-800-227-2345



cancer.org

Exhibit "B"

Palm Beach County Fishing Foundation

The charitable affiliate
of the West Palm Beach Fishing Club
- Est. 1934 -



*"Creating a Legacy of
Education, Historic Preservation
& Marine Conservation for
Future Generations"*

PALM BEACH COUNTY FISHING FOUNDATION
the charitable affiliate of the West Palm Beach Fishing Club
P.O. BOX 468
WEST PALM BEACH, FL. 33402
PH: 561.832.6780 • FAX: 561.832.2137
www.westpalmbeachfishingclub.org



INTRODUCTION

The Palm Beach County Fishing Foundation (PBCFF) was established to serve as the charitable affiliate of the West Palm Beach Fishing Club (WPBFC). For much of its storied history the WPBFC, founded in 1934, has fulfilled many important roles in the sport fishing community and been a tireless voice for conservation. However, the WPBFC's tax status limited the organization's ability to raise funds for its educational and conservation initiatives. In 1990, the board of directors took action to solve this dilemma by establishing a tax qualified 501(c) 3 charitable affiliate. As an extension of the fishing club, the PBCFF was created to address specific educational outreach needs and issues related to fishing and the health of our resources. There are few privately funded, locally based organizations which address all these issues. To accomplish its mission, the PBCFF conducts a variety of marine related programs and has achieved many significant conservation and educational milestones since inception. The following is a description of some of our current programs.



**THE MISSION OF THE
PALM BEACH COUNTY
FISHING FOUNDATION IS TO
FILL A COMMUNITY NEED
BY SUPPORTING EDUCATION,
CONSERVATION AND HISTORIC
PRESERVATION PROGRAMS
THAT HAVE A LASTING
BENEFICIAL IMPACT ON THE
YOUTH, MARINE RESOURCES
AND HISTORY OF PALM BEACH
COUNTY AND BEYOND.**

JOHN RYBOVICH ENDOWMENT

In 1992, the PBCFF Board of Directors approved the creation of the John Rybovich Endowment. This special fund was established to help ensure the financial stability and growth of the institution. To date, over \$500,000 has been contributed. The principal is invested with a long-term balanced strategy. Funds are professionally managed and regularly audited. Only earnings are used to help support board approved projects. Our goal is to raise over one million dollars. Reaching this financial milestone will help perpetuate educational and conservation initiatives and will give the foundation the ability to launch new programs.



One way you can help grow the PBCFF's endowment is by becoming a member of the Rybovich Fellowship. Individuals or businesses can become a 'Rybovich Fellow' by making a contribution of \$1,000 or more specifically earmarked for the John Rybovich Endowment. Donors are recognized on the Rybovich Fellowship plaque displayed at the West Palm Beach Fishing Club. We gratefully acknowledge the generous support of the individuals listed below and their interest in following the path John Rybovich began. We are honored to continue the Rybovich legacy of conservation through this endowment.

Rybovich Fellowship Members

*Howard & Sally Altizer • Stuart D. Baker
James D. Bishop, Sr. • Howard Bubis • Dawn Burkhead
Robert J. Callaway • Allan J. Carlton, Jr.
Frances Doucet • Sam Evert • The Family of Jim Ewing
Joe Fearnley • The Fleming Family Foundation
Bob Frevert • Kenneth Graves • Ken Hart
Arthur M. "Pro" Herbert • Catherine Jennings
John Jolley • Linda Jolley • Patrice Kaupe
Peter Kaupe • Sandra Kaupe • Dan Kleiser
Phil & Maryellen Lewis • Dr. Charles 'Buddy' Moore
Larry Mullins • R.E. "Ted" Naftzger
Capt. Al Nathan, III • Justine Nathan
The Nora Family • Howard & Nancy Paul
John J. Rybovich • Kay Rybovich • Bill & Sally Watson
Wes & Suzi Watson • F. Thomas Westcott
Don A. "Hap" Wilson • Serena S. Wilson
Shari Taylor Wilson • Gilbert & Betty Walker
Ethan, Sandie & Lyle Weitz • Marlin Younker*

SCHOLARSHIPS

The PBCFF annually awards marine biology scholarships at area universities. Since 1994, the PBCFF has presented a marine biology scholarship to a deserving undergraduate student at Palm Beach Atlantic University (PBAU). For well over a decade, the foundation has enjoyed a longstanding and positive relationship with PBAU's Biology Department faculty members.



In 2003, the PBCFF expanded its scholarship program by establishing the Capt. Al Nathan Memorial Scholarship for a marine biology graduate enrolled in Florida Atlantic University's (FAU) Charles E. Schmidt College of Science. Capt. Al Nathan was a lifetime member of the West Palm Beach Fishing Club and active in many of the club's programs. We are thrilled to continue his legacy through this meaningful scholarship program.

In addition to our FAU and PBAU scholarships, we also contribute annually to other local educational institutions like the Riviera Beach Maritime Academy, a vocational school preparing students for work in the marine industry.

RODS & REELS FOR KIDS

Dedicated in memory of Jim Ewing



The PBCFF's *Rods & Reels for Kids* program was developed in 2001 under the leadership of the late Jim Ewing. The goal of this program is simply to place fishing tackle into the hands of kids and local youth groups that do not have adequate resources to obtain their own gear. To date, more than 1,200 rod and reel outfits have been donated to kids from throughout the region including Boys & Girls Clubs, Cub Scouts, and municipal recreation departments. The PBCFF collects used fishing tackle year-round from the public and fishing club volunteers refurbish the gear for distribution. New tackle is also purchased when necessary.

EDUCATIONAL SEMINARS



A variety of youth groups regularly visit our historic facility to learn about the marine environment. Grade schoolers to college students use our facility as a field

trip destination because of the impressive collection of fish mounts and historical memorabilia. The PBCFF also conducts specialized fishing seminars that promote new conservation techniques, such as proper catch & release methodology and the use of circle hooks. Promoting ethical angling practices is one of the PBCFF's priorities.

ADVOCACY & SUPPORT

The PBCFF/WPBFC is an active advocate for issues relating to sustainable fishery management practices and habitat protection. We are frequently solicited to submit comments to fishery managers and government agencies on a variety of issues. We also host meetings with various resource managing agencies. Additionally, the PBCFF supports other organizations like the Coastal Conservation Association, National Coalition for Marine Conservation and The Billfish Foundation.

HISTORIC PRESERVATION

Founded in 1934, the West Palm Beach Fishing Club is one of the oldest and largest institutions



of its kind in the country. Our facility was added to the West Palm Beach Register of Historic Places in 1998. The building has become a repository of sport fishing memorabilia, trophy game fish mounts and historical photographs which document the evolution of fishing in the region. As the curator of archives, the PBCFF is taking steps to preserve the history of sport fishing in the region and our unique role in Florida's history. National historic site designation is being pursued.



KID'S FISHING DAY

This is all about introducing kids to fishing and our marine environment! Since 1988, the Palm Beach County Fishing Foundation, along with the assistance of volunteers and important community partners like the Marine Industries Association of Palm Beach County, has conducted an annual Kid's Fishing Day program. Each year, hundreds of less fortunate, at-risk and special needs children from throughout Palm Beach County experience what most of us take for granted, a day of boating and fishing on the ocean. It takes three days and 12 separate drift boat trips to get all the kids on the water. More importantly, because of this program's strong educational component, the



kids learn all about our marine environment and why we need to protect it. This is accomplished through a variety of hands-on educational stations based on land, which includes the Florida Fish & Wildlife Conservation Commission's Marine Touch Tank.



To date, over 11,000 special kids have participated in this heartwarming community outreach event. The program is free of charge to those who participate and is made possible each year through the generosity of many sponsors and volunteers. Each child receives an event t-shirt, lunch, drinks, dessert, and an official certificate of participation. If that wasn't enough, every kid goes home with a brand new fishing rod and reel. Of course, each child walks away with special memories of a fun day on the water and a better understanding of our unique marine environment.



For many, this ocean adventure is a first time experience. Seeing flying fish, sea turtles and large oceanic predators like sharks is a thrill not soon forgotten! We believe programs like our Kid's Fishing Day help build better citizens and environmental stewards for the future.



“Your Kid's Day is the model for the rest of the United States.”

- Mr. Bill Cole
U.S. Fish & Wildlife Service, 1996



HABITAT INITIATIVES



Palm Beach County has experienced tremendous coastal growth over the last sixty years. As a result, loss of natural marine and estuarine habitat, increased fishing pressure and other environmental stressors have all contributed to a depletion of biodiversity and abundance. The PBCFF has identified and helped initiate specific projects designed to help improve our marine environment. In the 1960's, under the leadership of John Rybovich, it was the West Palm Beach Fishing Club that first launched Palm Beach County's artificial reef program. Today, the PBCFF continues to be actively involved in the program and members serve on the Artificial Reef Committee. We continue to partner with Palm Beach County's Environmental Resources Management Department on reef-building projects. One area of particular focus has been habitat enhancement in the Lake Worth Lagoon. Over 85% of this area's mangrove fringe, mud flats and oyster & sea grass beds have been destroyed or altered due to bulkhead development, dredge and fill operations and degraded water quality. The PBCFF

*"The old ideas
on how we
manage,
protect &
restore marine
resources haven't
always worked.
We're interested
and willing to
try new ideas
that will."*

*- John Jolley,
PBCFF Scientific
Advisor*

regularly assists with mangrove and oyster enhancement projects. This program aiding local governmental efforts to improve the Lake Worth Lagoon represents cooperation with the private sector to benefit all taxpayers. The PBCFF has also established a coral reef restoration fund supporting response efforts to damaged reefs and the addition of mooring buoys that serve to limit impacts on the reef system. The potential to mitigate environmental damage and increase healthy habitat is significant. The PBCFF will continue to play an important role.

METHODS OF GIVING:

Your support is needed. The Palm Beach County Fishing Foundation (PBCFF) depends upon donations to fulfill its mission. Contributions can be specified to fund current programs & projects, or can be earmarked to support the endowment fund. Charitable gifts can be made through several methods:

Cash Donations

This form of donating is the most popular and familiar. Simply write a check made payable to the PBCFF. This is the most popular form of giving for programs like *Kid's Fishing Day*.

Memorial Contributions

Create a lasting legacy in memory of a friend or family member by making charitable contributions on their behalf. Donations can be earmarked to support specific PBCFF programs.

Bequests of Wills & Living Trusts

By naming the PBCFF as a recipient in a Will or Living Trust, estate tax exposure may be reduced. The PBCFF has a standard Codicil to Will form that can be furnished to donors who are interested in amending their Will to support the PBCFF.

Stocks, Bonds & Mutual Funds

Donations of securities are an excellent way to support the PBCFF. This form of giving can be particularly beneficial for donors if they have stocks that have appreciated in value. The full current market value of the stock is tax deductible, not just the original investment. Thus donors can avoid capital gains taxes. Consult your tax advisor and broker regarding this type of contribution.

Property

Both real estate and personal property qualify. Year-round donations of unwanted fishing tackle and marine related items are what support the annual *Marine Yard Sale*, a PBCFF fund raising event. Donations of old fish mounts, antique tackle & other fishing memorabilia support ongoing historic preservation efforts.

Exhibit "C"

Names of Semi-Finalists	Criminal Background Checks	Credit Checks	Degree Verification	Employment Reference Checks	Media Checks	Litigation Checks	Comments re Media Search
Stephen J. Cottrell, from Dunedin, Florida	Clear	Clear	Clear for BA; confirming MPA	Call back requested	Done	In Progress	Further info requested
Kimberly K. Glas-Castro, from Lake Park, Florida	Clear	Clear	Clear for MPA; confirming BA	Call back requested	Done	In Progress	Ok
Cheryl Harrison-Lee, from Oviedo, Florida	Clear	Clear	Clear for MA; confirming BA	Call back requested	Done	In Progress	P.R. request made for file
Clarence L. Hulse, from Jeffersonville, Indiana	Clear	Clear	Clear	Call back requested	Done	In Progress	Ok
J.J. Murphy, from Wilkes-Barre, Pennsylvania	In Progress	In Progress	In Progress				
Charlotte Presensky, from West Palm Beach, Florida	Clear	Clear	Clear for MPA; confirming BA	1st Level Complete	Done	Levin vs. PBG & Presensky	Ok
Brian J. Redshaw, from Hibbing, Minnesota	Clear	Clear	Clear	1st Level Complete	Done	In Progress	Further info requested
Dale S. Sugerman, from Hypoluxo, Florida	Clear	Clear	Clear	1st Level Complete	Done	Sugerman vs. Highland Beach	P.R. request made for file
Paul D. White, from Rivera Beach, Florida	Clear	In Progress	In Progress				

To the
Mayor,
+ Staff,
Commissioners
I can't thank you all
for what you have done!
Very much appreciated!
Janie + MT
Pisono

Exhibit "D"

During a time
like this
we realize how much
our friends and relatives
really mean
to us....
Your expression
of sympathy will always
be remembered



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 18, 2012, 7:00 p.m.,
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kendall Rumsey	—	Vice-Mayor
Steven Hockman	—	Commissioner
Jeanine Longtin	—	Commissioner
Tim Stevens	—	Commissioner
.....		
Jamie Titcomb	—	Interim Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez Lemley, CMC	—	Town Clerk

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

A. **CALL TO ORDER**

B. **INVOCATION**

C. **PLEDGE OF ALLEGIANCE**

D. **ROLL CALL**

E. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**

F. **PRESENTATION:**

1. Update on the American Cancer Society Relay For Life – Carla Flores Tab 1

G. **PUBLIC and OTHER COMMENT:**

This time is provided for audience members to address 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.

H. **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.

Recommended For Approval:

- 2. Regular Commission Meeting Minutes of March 21, 2012 Tab 2

- I. **DISCUSSION AND POSSIBLE ACTION:**
 - 3. Review Resumes of Semi-Finalist for Town Manager Position Tab 3

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

- K. **ADJOURNMENT:**