



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, October 7, 2015, 6:30 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, October 7, 2015 at 6:30 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Michael O'Rourke and Kathleen Rapoza, Town Manager John O. D'Agostino, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

Town Clerk Mendez performed the roll call and Mayor DuBois led the pledge of allegiance.

SPECIAL PRESENTATIONS/REPORTS

1. Valerie Riddick Mason Principal Lake Park Elementary School.

Assistant Principal Antony Lewis introduced himself and explained the different programs being offered to Lake Park Elementary School students (see Exhibit "A"). The Commission thanked Mr. Lewis for the presentation. Mayor DuBois provided information on a few events taking place in the Town. Mr. Lewis asked for donations of rocking chairs for the school.

2. Special Presentation from the Palm Beach County Property Appraiser's Office.

Deputy Appraiser Dorothy Jacks introduced herself and gave a presentation to the Commission (see Exhibit "B"). The Commission thanked Ms. Jacks for the presentation. Mayor DuBois asked if the taxable values were being reset to the post-recession amount. Ms. Jacks stated "yes" and explained that the rules that the Property Appraiser follows are basing residential property values to comparable sales of similar properties. She explained that if the market were showing that values of the home were lower, then the property values would be lowered. She explained that recently the traction has begun to rise. She stated that several municipalities have not reached their post-recession amounts yet. She explained that it might take several years before the taxable values rise to the high point. She commented that Lake Park has reasonably priced homes.

PUBLIC COMMENT:

Roger Michaud – E. Ilex Drive explained that the Lake Park Kiwanis would be hosting a co-ed combined 3-on-3 Basketball Tournament on November 7, 2015 at the Bethlehem Haitian Baptist Church for 4th and 5th graders beginning at 10:30 a.m. Commissioner O'Rourke asked for application forms. Recreation Director Kathleen Walters stated that she would provide application forms to the Commission after the meeting. Commissioner O'Rourke asked if they would visit Bright Futures School to introduce the students to the concept of basketball. Mr. Michaud agreed to coordinate a date and time to meet with the students. Mayor DuBois stated that K-Mart on Northlake Blvd was closing and has all of their basketballs on sale.

CONSENT AGENDA:

- 3. Final Public Hearing on the Budget meeting minutes of September 15, 2015**
- 4. Regular Commission Meeting Minutes of September 16, 2015**
- 5. Architectural/Engineering of Kelsey and Lake Shore Park Restrooms & Tennis Court Lighting Improvements Workshop minutes of September 16, 2015**
- 6. Commission and Planning & Zoning Mixed Use Corridor Workshop meeting minutes of September 21, 2015**
- 7. Resolution No. 35-10-15 Authorizing the Mayor to Sign the Application for State Aid to Libraries Grant**
- 8. Resolution No. 36-10-15 Establishing the General Election on March 15, 2016**
- 9. Resolution No. 37-10-15 Requesting that the Palm Beach County Supervisor of Elections Appoint Poll Workers for the General Election to be conducted on March 15, 2016 for Commissioners**
- 10. Resolution No. 38-10-15 Declaring Certain Town Owned, Tangible Personal Property as “Surplus” and Eligible for Disposal**
- 11. Completing the Six Month Performance Evaluation of the Town Manager**

Motion: Commissioner O’Rourke moved to approve the consent agenda; Commissioner Flaherty seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner O’Rourke	X		
Commissioner Rapoza	X		
Vice-Mayor Glas-Castro	X		
Mayor DuBois	X		

Motion passed 5-0.

PUBLIC HEARING(S) – ORDINANCE ON FIRST READING:

None

PUBLIC HEARING(S) – ORDINANCE ON SECOND READING:

None

PUBLIC HEARING(S) – QUASI-JUDICIAL RESOLUTION:

12. Resolution No. 39-10-15 An Application by the Palm Beach County Department of Environmental Resource Management (PBC DERM), Applicant and Agent of the Lake Park Scrub Natural Area Located on the North Side of Silver Beach Road to Construct a 5 Car/1 Bus Parking Area, a Concrete Nature Trail, a Wildlife Observation Platform and At-Grade Hiking Trails.

Public Hearing Opened:

The members of the Commission made the following ex-parte communication disclosures:

Commissioner O’Rourke had no ex-parte communications to disclose.

Vice-Mayor Glas-Castro had no ex-parte communications to disclose.

Commissioner Flaherty had no ex-parte communications to disclose.

Commissioner Rapoza had no ex-parte communications to disclose.

Mayor DuBois disclosed that he has spoken with staff and Environmental Resource Management regarding the item.

Town Manager D'Agostino disclosed that a meeting was held with Palm Beach County to address some of the concerns that were discussed at the Planning & Zoning Board meeting.

Town Attorney Baird swore in all of the witnesses.

Community Development Director Nadia DiTommaso explained the item (see Exhibit "C"). Director of Palm Beach County Department of Environmental Resource Management (DERM) Robert Robbins explained the Palm Beach County (PBC) perspective and suggested a compromise. He explained that there was a joint application between The Town of Lake Park and PBC for construction at the Lake Park Scrub Natural Area. He explained that the responsibilities fall equally between the Town of Lake Park and Palm Beach County to satisfy the Florida Communities Trust (FCT). When the FCT application was approved, PBC was awarded about 1.2 million and PBC contributed 3 million towards the acquisition of the site known as the Lake Park Scrub. He explained that since the acquisition of the site PBC has contributed another 1 million towards the environmental restoration of the site. He explained that when the County was clearing out the site of exotic species they discovered a better appreciation for some of the topography of the site. The conflict has brought him before the Commission this evening. He explained that when PBC made commitments to FCT, the Town and the County also made commitments, which were adopted in an Operating Agreement in 2003. He stated that in the Operating Agreement it spells out the responsibilities of all parties. The Town agreed to the weekly trash removal, daily opening and closing of the gate, and waiver of any fees for permits issued by the Town. The County agreed to create the Management Plan, construct and pay for the public use facilities. In the Management Plan, it states that as PBC designs the public use facility that it be primarily in consideration of the needs of the biological community of the site, and secondarily the intended use of the public use facility. He explained that the southerly section of the site was flat ground and a five (5)-car parking lot could be easily constructed. On the northerly portion of the site, after the exotic species were removed, they found more changes in the topography than they realized before. He stated that the original Management Plan does show the parking lot on the northerly portion of the site, but when the area was cleared they realized that there was a drop down along the inside of the fence line. As a result, of the drop down, the construction of a five (5)-car parking lot would require extensive amounts of grating and filling, which would be a significant biological disturbance to the communities on the site, which they hoped to avoid. The County asked for the following compromise: that the Town honor the commitments made in the 2003 agreement, however the County does recognize some flexibility on the part of

the County recognizing that they want to remove something from the agreement as well, by building a parking lot on the south side. With that said, the County feels that a five (5)-car parking lot could still be built on the north side, but not inside of the County fence line because of the drop off. The lot could be built outside of the fence line with parallel parking in what was currently Town owned right-of-way. The County suggested that the parking be built along the north side, which they would asphalt and stripe and that parking lot would be the primary entrance to the site. He explained that a 3 X 5 aluminum sign denoting the site would be placed with the County and Town logos. He explained that an entryway through the fence would lead to an informational kiosk with brochures and trail guides; a bicycle rack for those that wanted to bike to the site, and a trail that would lead to an observation platform. He explained that on the brochures the north entryway would be listed as the point of origin to the site. The County recognizes that there would be many changes in the northern area of the site in the coming years. Since a specific time as to when those changes would occur were unknown, the County, as well as he (Mr. Robbins) would commit to continue to work with the Town to build the five (5)-car parking lot in the northern area. He explained that if the County were going to build the parking lot, they use recycled asphalt, for parking with minimal grading. He asked that after building the parking lot that the Town maintain it since the parking lot would be constructed outside of the fence line. He asked the Commission to reconsider some of the conditions drafted by Town staff that the County are less than comfortable with, such as constructing an ADA sidewalk connecting the sidewalk with the southern parking lot off Silver Beach Road. He explained that the County does not foresee the sidewalk getting much use and it would be more expensive to build the parking lot on the north side. He stated that they would rather use the funds to build a parking lot on the north side than building a sidewalk.

Commissioner Flaherty asked staff if the Town would maintain the northern lot. Mr. Robbins asked if he could respond to the question that was directed to staff. Mayor DuBois invited Mr. Robbins to respond. Mr. Robbins stated that the County wanted the Town's approval and therefore the County would offer to maintain the northern side of the property outside of the fence line. Commissioner Flaherty asked where would the northern parking lot be located. Mayor DuBois stated that it would be located off Joule Road. Commissioner Flaherty asked if someone were in the trail after hours would the gate open to let the person out. Mr. Robbins explained that the gates being considered would have a remote capability where someone could call a phone number and the gate would be opened remotely. Mayor DuBois asked if there would be a wheel trigger inside of the parking lot that would open the gate. Mr. Robbins explained that the intension would be to have a person call a number and a remote access code would then be given to the person that would open the gate. Commissioner Flaherty asked if the Town would be responsible for any repairs associated with opening and closing of the gate. Mr. Robbins stated "yes".

Commissioner O'Rourke pointed to certain sections of the map that were on the screen and asked if the northern area of the site, where the parking lot was being proposed (off Joule Road), was also the same area where the Park Avenue Extension was being proposed. Community Development Director DiTommaso responded, "That is correct". Commissioner O'Rourke asked Mr. Robbins if he were aware of this fact. Mr. Robbins stated that during a meeting with the Town Manager and County staff member Mr.

Emilio Fernandez, of the County's Right-a-Way group, indicated that there would be sufficient right-of-way space to build the Park Avenue Extension and parallel parking. Commissioner O'Rourke suggested that the compromise be that PBC place the Park Avenue Extension project on their Five-Year Road Improvement Plan schedule. He expressed concern with the proposed southern parking lot. He asked if PBC would be willing to postpone the project until a plan were established to place the Park Avenue Extension on the County plan. Mr. Robbins explained that as the PBC Biologist he could not commit the County's participation of a road. He stated that he could commit to building a parallel parking lot and would work with the Town with whatever could come to the area of the site. Commissioner O'Rourke explained that the Commission was eager to build the Park Avenue Extension, and it would mean a great deal to the Town to have a parking lot built on the northern side of the site. He stated that building the parking on the northern area would elevate the stature of the park. Mr. Robbins explained that he could not lead to the compromise of the Park Avenue Extension, but would offer the parallel parking on the northern area of the site.

Town Manager D'Agostino explained the financial inability to secure all of the necessary right-of-ways to create the Park Avenue Extension. He stated that the County has not offered any financial participation of the Park Avenue Extension project. He stated that if the voters of PBC approved a half-cent sales tax, then the Town could share, with other PBC municipalities, 40 percent of the funds that would go towards infrastructure improvements throughout the County. He explained discussions that have occurred with the County regarding the Park Avenue Extension becoming a reliever road for traffic from US Highway 1 to Military Trail. The County was not convenience that the road would be utilized in this manner and therefore could not, at this time, assist the Town financially with acquiring all the right-of-ways in that area.

Vice-Mayor Glas-Castro explained that last year the Commission directed staff to speak with PBC Commissioners and express the concerns the Town had with having a parking lot built on the southern section of the site. She asked if the Mayor were part of those discussions with PBC Commissioners. Mayor DuBois explained that he invited PBC Commissioner Hal Valche to visit different areas of Town. He stated that the visit was about 50 minutes and not much came out of the visit. He stated that, according to Mr. Robbins, former Town Manager Dale Sugerman had expressed to Mr. Robbins that the County move forward with building the parking lot on the southern side of the site within 18 months of Mr. Robbins last visit to the Town. He stated that either there was no staff pursuit of the County administratively or legislatively to seek County assistance moving the parking lot to the northern side of the site. Vice-Mayor Glas-Castro expressed disappointment that the County was back with the proposed plan. She supports the Planning and Zoning Board recommendation of going back to FCT that this was not an acceptable plan to the Town. Mayor DuBois explained that the County would not budge on their position of building a parking lot on the southern area, but the Town seemed to earn some leverage with a parking lot on the northern area and the development of the Park Avenue Extension. He explained that the County has improved the plan since the original submittal. Commissioner O'Rourke urged the Commission to not accept the proposed plan.

Motion: Commissioner Flaherty moved to approve Resolution 39-10-15 with the conditions of approval proposed by staff.

Motion failed for lack of a second.

Mayor DuBois suggested that the County propose a parking lot around the northern area of the site.

Motion: Vice-Mayor Glas-Castro moved to continue the item and allow Palm Beach County to reconsider the site plan and come back with something that was acceptable per Commission direction; Commissioner O'Rourke seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner O'Rourke	X		
Commissioner Rapoza	X		
Vice-Mayor Glas-Castro	X		
Mayor DuBois	X		

Motion passed 5-0

RESOLUTION:

13. Resolution No. 40-10-15 Accepting a Special Warranty Deed and Bill of Sale from Congress Avenue Properties, LTD., Conveying Parcel C of the Plat of Congress Business Park for Right-of-Way Purposes; Authorizing and Directing the Mayor to Execute the Bill of Sale, Which Grants to the Town the Improvements

Town Manager D'Agostino explained the item (see Exhibit "D"). Vice-Mayor Glas-Castro asked for clarification regarding the stormwater system and does it include the road system or the surrounding properties. Town Attorney Baird clarified that it was the stormwater system that was on the right-of-way that was being conveyed. The Bill of Sale was intended to convey the improvements made within the right-of-way, which includes the stormwater system. Vice-Mayor Glas-Castro asked if it included drainage easements. Town Attorney Baird expected that the easements on the plat are shown as dedicated to the Town or to the public for drainage purposes. Mayor DuBois asked if the covert crossing were part of the Bill of Sale. Town Manager D'Agostino stated that additional work would need to be done in order to prepare that area properly for public right-of-way access. Town Attorney Baird explained that the Bill of Sale conveys roadway, pedestrian, stormwater drainage systems and similar improvements as described in attachment "A". He explained that if there were questions to what was included in attachment "A", he suggested the item be postponed to give the engineers an opportunity to examine attachment "A" and identify those improvements so that there are no questions about what was included.

Motion: Commissioner Rapoza moved to Resolution 40-10-15; Commissioner O'Rourke seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner O'Rourke	X		
Commissioner Rapoza	X		
Vice-Mayor Glas-Castro	X		
Mayor DuBois	X		

Motion passed 5-0.

NEW BUSINESS:

14. Establishing a Date for an Executive Session to Discuss the Collective Bargaining Agreement between the Town of Lake Park and the Federation of Public Employees for the Period of October 1, 2015 to September 30, 2018

Town Manager D'Agostino explained the item (see Exhibit "E"). The Commission discussed the dates and times that they would be available to conduct the Executive Session.

Motion: Commissioner O'Rourke moved to conduct the Executive Session on Wednesday, November 4, 2015 beginning at 6:00 p.m.; Commissioner Flaherty seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner O'Rourke	X		
Commissioner Rapoza	X		
Vice-Mayor Glas-Castro	X		
Mayor DuBois	X		

Motion passed 5-0.

15. Resolution No. 41-10-15 to Amend the Town of Lake Park Uniform Classification System to Revise the Job Description for the Position of Harbor Marina Director.

Town Manager D'Agostino explained the item (see Exhibit "F"). Commissioner Flaherty asked why the word Harbor was being removed from the job description. Human Resources Director Turner explained that for ease of reference in the Town of Lake Park's Classification Plan the name was being changed. She gave an example that the Park & Recreation Director was classified as Recreation Director even though the job responsibilities were the same. Mayor DuBois asked for the salary range. Human Resources Director Turner stated that the current salary range was \$51,875.20 - \$80,516.80. The proposed range was \$74,877 - \$104,877. Mayor DuBois asked if the person would be hired at the top end of the salary range. Town Manager D'Agostino explained that a person would be hired based on many different factors, including past experience, skills, etc. that then determines the starting salary.

Motion: Commissioner Rapoza moved to approve Resolution 41-10-15; Commissioner O'Rourke seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty		X	
Commissioner O'Rourke	X		
Commissioner Rapoza	X		
Vice-Mayor Glas-Castro	X		
Mayor DuBois		X	

Motion passed 3-2.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird had no comments.

Town Manager D'Agostino explained that there are several properties, which are in the Commercial and Light Industrial areas, which were granted different types of approval for their gravel or shell rock type surface parking lots. He stated that the Town Code requires that the lots be paved; therefore, those existing lots are non-conforming. He asked for the Commissions preliminary opinion on a possible change in the Code to allow for more flexibility since some property owners have approached staff. Or was the Commission interested in enforcing the Code as it were currently written. Mayor DuBois asked for examples. Community Development Director DiTommaso explained that property owners in the Light Industrial area have approached staff about neighboring lots being allowed to maintain their gravel or shell rock surfaces and they are being required to pave their property. She explained that research has been conducted and wanted to know if the item should be brought before the Planning & Zoning Board for the Boards consideration to change the Code. Mayor DuBois asked if the Code would be triggered if the property owner proposed changes to their property. If the property owner does not make improvements to their property then the lot remains the way it has been. Community Development Director DiTommaso explained that the use has changed, and as a result of the use being changed the original approval would show what was approved and the legal non-conforming use. She explained that if the original approval were not found then the lot would need to be brought up to Code. Mayor DuBois asked if the property owners could come before the Commission with variance waivers. Community Development Director DiTommaso stated that staff was trying to avoid having the property owner go through that process. Vice-Mayor Glas-Castro commented that she would prefer to see the property remain the way it was until they meet the threshold that would trigger the property owner to pave the lot. Community Development Director DiTommaso gave another example of a property owner that has an issue with paving the lot since the lot has been graveled or shell rocked for so many years. The Town has been unable to locate the original approval of the lot, which would provide the owner the ability to keep the lot in the current condition. The Commission came to consensus to have staff follow the Town Code and work with property owners to have them come into compliance using a phasing plan.

Town Manager D'Agostino announced that Florida Power & Light (FPL) would begin their landscape power line clearing, beginning on West Ilex Drive and move around the Town. Vice-Mayor Glas-Castro asked if FPL would be entering into residents backyards

to clear the landscaping off the power lines and would notice be provided to those residents. Town Manager D'Agostino read the notice, which does not references that they would be entering into residents' backyards. He announced that the City of Palm Beach Gardens would be hosting a "Meet & Greet" with State of Florida Insurance Consumer Advocate Shuram James, and have invited Lake Park residents to the event. The events would be taking place on October 12, 2015 from 5:30 p.m. – 7:00 p.m. at the City of Palm Beach Gardens City Hall. He announced that he and Vice-Mayor Glas-Castro would be meeting with Senator Jeff Clemens to discuss legislative initiatives. He announced that the Legislative Conference would be held in Orlando on November 19-20, 2015. He announced that the parking meters have been removed. He announced that the 2015/2016 Fiscal Year Budget books have been provided to each member of the Commission.

Commissioner O'Rourke expressed concern that panhandlers and loiters have taken over a bus bench on Park Avenue and suggested having the bench removed. He expressed the same concern for the corner of Northlake Blvd and 10th Street. Palm Beach Sheriff's Office (PBSO) Lieutenant Vassalotti explained that businesses that are dealing with panhandling and loitering issues should contact the Sheriff's Office. He stated that a trespass warning would be issued to the person if the property owner or employee of the business calls. If the person that received the warning returns to the property then PBSO could respond and arrest the person. Commissioner O'Rourke asked if the PBC panhandling ordinance were in effect. Lieutenant Vassalotti explained that the County ordinance went into effect on October 1, 2015 and currently Deputies have been instructed to issue warnings. He stated that the Town staff was working on creating a Town panhandling ordinance. Commissioner O'Rourke asked why a Town ordinance was necessary if the County had created one. Mayor DuBois explained that the panhandling ordinance was on the next agenda. Lieutenant Vassalotti stated that they would speak to the property owners and make them aware that they could contact PBSO with concerns about panhandling taking place on their properties.

Commissioner O'Rourke referred to a Resolution that states that Commissioners cannot send letters out, using Town stationary, without prior approval from the Commission. He suggested that the Commission revisit the Resolution. Any member of the Commission could request some "thank you" cards, which are in the Town Manager's office. Town Attorney Baird explained the history that a former Commissioner took it upon themselves to write a letter to the State stating their personal opinion on a matter occurring at the Lake Park Marina. The Commissioner signed the letter using their official title and did not make anyone on the Commission or staff aware of the letter. The Commission ultimately found out about the letter and directed staff to create the Resolution referenced. Mayor DuBois asked that the "thank you" cards be provided to the Commissioners.

Commissioner O'Rourke asked for the status of the Chili Festival and the Pirates Festival. Town Manager D'Agostino explained that the Chili Festival had been canceled and the Pirates Festival was moving forward through the Special Events Permit process. He stated that the Town has two (2) Events Coordinators, which would be working closely with the organizers of the Seafood Festival so that the Town could sponsor the event in the future. He stated that additional hours need to be funded in order for the

Event Coordinators to have enough time to work with organizers of special events and their regular duties. He explained that the Pirates Festival might become a SunFest supported festival in the future, which means that the Pirates Festival would be on a much larger scale. He stated that he would be reaching out to the private organizers of SunFest because he would like the Seafood Festival to be sponsored by SunFest as well. He explained that the more events the Town sponsors the greater recognition the Town would build. Commissioner O'Rourke asked if the Pirates Festival has been scheduled. Town Manager D'Agostino stated that dates were being discussed and would be announced soon.

Commissioner Rapoza had no comments.

Commissioner Flaherty congratulated the Library for receiving the State Aid for Libraries grant. He commented that the reliever road would be beneficially to the Town by bringing additional traffic through Park Avenue. He asked if PBC would be resurfacing Silver Beach Road from Congress Avenue to the Marina or from Congress Avenue to Old Dixie Highway. Mayor DuBois explained that PBC would be resurfacing Silver Beach Road from Congress Avenue to 10th Street. Town Manager D'Agostino explained that an additional lane would be built on Silver Beach Road for those residents that live on Silver Beach Road to use to get in and out of their driveways safely. Commissioner Flaherty asked if PBSO would be patrolling the parking lot at the Lake Park Scrub for loitering. Lieutenant Vassalotti explained that the Scrub area was owned by PBC and would be patrolled by PBSO Wildlands at night, during the day the Deputies would patrol the area. He asked if the park would have specific hours of operation. Mayor DuBois stated that it would be from sunrise to sunset although staff would not be available to open or close the gates. Town Manager D'Agostino explained that the plan proposed for an automatic gate. Mayor DuBois stated that the Management Plan shows a discrepancy between opening and closing of the park and the operation of the parking lot.

Commissioner Flaherty reminded everyone that the Sunset Celebration would be held at Lake Shore Park on Friday, October 30th from 6:00 p.m. – 9:00 p.m. with candy being distributed. Town Manager D'Agostino stated that PBSO would be represented at the Sunset Celebration, but would not be distributing candy from the trunks of their vehicles.

Vice-Mayor Glas-Castro announced that the "Read-for-the-Record" was being held the week of October 20th and suggested that the Commissioners schedule time to read to the children at the Library. She announced that Wednesday, October 28th was the next Palm Beach County League of Cities meeting at the Lake Worth Casino.

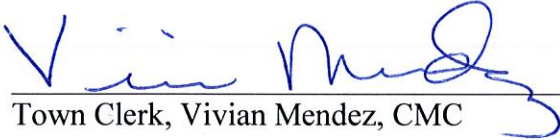
Mayor DuBois had no comments.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Flaherty and seconded by Commissioner O'Rourke, and by unanimous vote, the meeting adjourned at 9:16 p.m.



Mayor James DuBois

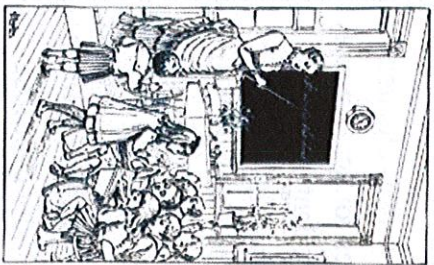


Town Clerk, Vivian Mendez, CMC



FLORIDA
Approved on this 21 of October, 2015

Lake Park's primary mission is to develop high performing compassionate and cooperative human beings that can function in an ever changing and complicated society.



Lake Park Elementary began in 1923 as a two room school house for 1 teacher and her 22 pupils in what was then called Kelsey City. Today, it boasts 344 students: 86% of whom are African American, 4% white, 5% Hispanic, 2% Asian, 25% English Language Learners, and 98% on free or reduced lunch.

Lake Park Elementary
410 3rd Street
Lake Park, Florida 33403
(561) 494-1300



Principal:

Valerie Reddick Mason

Assistant Principal:

Antony Lewis

Lake Park Elementary



**Inspiring Lake
Park's Students
Since 1923**

Exhibit "A"



Lake Park Elementary, rated “B” by the Florida Department of Education for 2015,

is an Extended Day School, meaning the students receive an extra hour of reading instruction every day. In our effort to increase our students’ academic achievement, we have also instituted other schoolwide programs.

- Through a 5 year grant, Lake Park Elementary became one of FDOE’s *21st Century Community Learning Centers*. This daily afterschool teacher-staffed program provides opportunities for academic enrichment in core academic subjects.

- Our aftercare program has a “homework first” schedule of activities, with one-on-one tutoring available.
- Every morning before school, our reading and math coaches provide small group tutoring services to those most in need of help.
- Our reading and math coaches teach students individually, in small groups, and in classrooms. They also work closely with classroom teachers to ensure the best possible teaching methods and learning outcomes for students.

Annual evening events are held to educate our parents about what academic achievement levels are expected from their children.

- Family Math and Science Night
- Reading Enrichment Night
- FSA Writes Response to Reading Workshop



Character Education is Lake Park Elementary’s defining element when being compared to other sites. We operate under a

Schoolwide Positive Behavior Support Plan. Our students have been trained how to use Conflict Resolution methods.

Our fine arts teachers team up weekly to teach Character & Community classes, where they teach motivating lessons about the 6 pillars of character: responsibility, caring, trustworthiness, respect, fairness and citizenship.

Lake Park Elementary has the only Behavior Specialist/Parent Liaison in the district dedicated solely to behavior modification. She is on call to assist teachers by educating parents about expectations, teaching student lessons on appropriate behavior, creating behavior plans for individual students, and creating positive reinforcements.

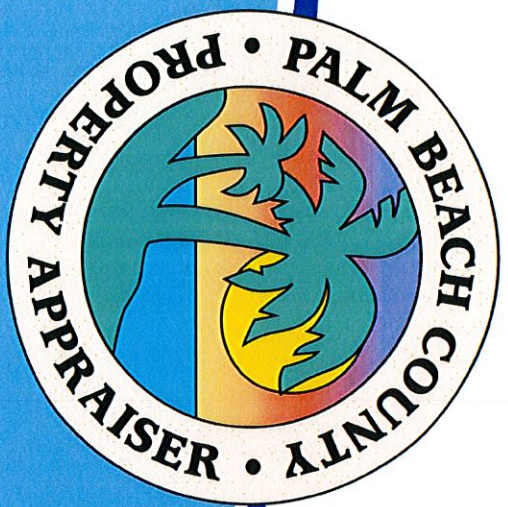
Lake Park Elementary’s dedicated, committed classroom teachers are an enviable collection of one-of-a-kind professionals. Each teacher brings to the table a myriad of successful teaching experiences.

- Our fine arts teachers are experts at designing spectacular resource experiences to coordinate with the core curriculum.
- Our gifted resource program provides enrichment and accelerated learning opportunities for academically advanced students.
- Our ESE teachers redesign curriculum to ensure our students meet with success.

We are fortunate to have a host of business partners and community contributors who give of their time and resources to enrich the lives of our students. The *Five Star School Award*, created by the Florida Department of Education was presented to Lake Park Elementary for showing evidence of exemplary community involvement which includes business partnership relations, effective family involvement, community service, volunteer service and School Advisory Council participation.



Exhibit "B"



PALM BEACH COUNTY PROPERTY APPRAISER'S OFFICE

PRESENTER:

DOROTHY A. JACKS, CFE, AAS
Chief Deputy Property Appraiser

October 7, 2015



Town of Lake Park

Town of Lake Park



- **Market Value** **\$700 million**
- **Taxable Value** **\$523 million**
- **Parcel Count** **3,049**

2015 Lake Park

Total

MARKET VALUE			\$700,626,116	100%
ASSESSMENT DIFFERENTIAL	REDUCTION			
Save Our Homes Differential	\$335,419,340			5.1%
10% Non-Homestead Assessment Increase Cap	\$25,382,326			3.6%
Agricultural Classification	\$0			
Pollution Control Devices	\$27,585			
Conservations Lands	\$0			
Working Waterfronts	\$0			
SUBTOTAL	\$60,829,251			8.7%
ASSESSED VALUE		\$639,796,865		91.3%

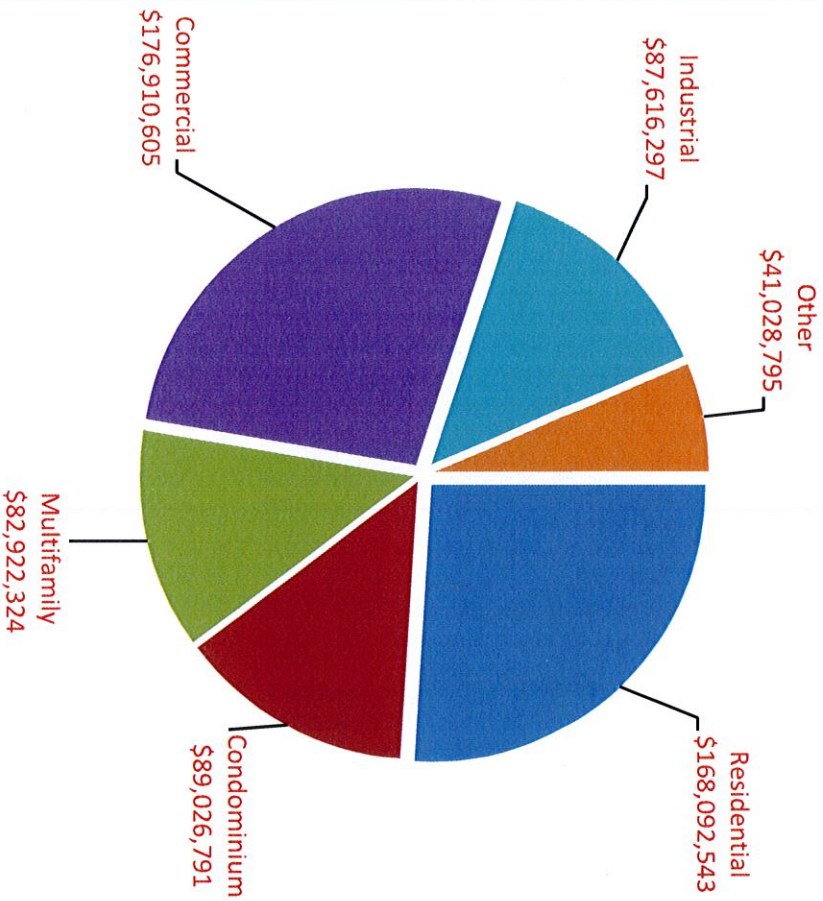
2015 Lake Park

Total

ASSESSED VALUE		\$639,796,865	91.3%
EXEMPTIONS	REDUCTION		
\$25K Homestead (193.031 (1)(a), F. S.)	\$31,631,603		4.5%
Additional \$25K Homestead (193.031 (1)(b), F.S.)	\$28,518,873		4.1%
Additional \$25K Homestead Age 65 (196.075, F.S.)	\$0		
\$25K Tangible Personal Property	\$5,082,843		0.7%
Governmental Property	\$42,716,788		6.1%
Institutional Property	\$7,016,999		1.0%
Others(Senior, Widow, Widowers, Disability, Historic and Economic)	\$1,444,058		0.2%
SUBTOTAL	\$116,411,164		16.6%
TAXABLE VALUE		\$523,385,701	74.7%

Lake Park– Real Property 2015

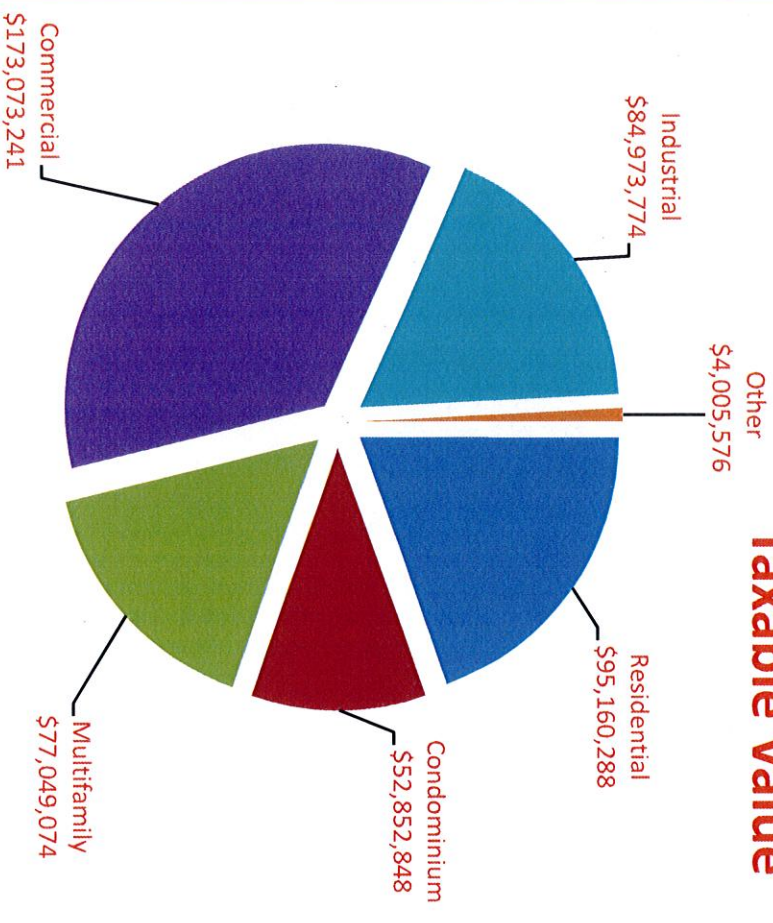
Market Value



- Residential
- Commercial
- Condominium
- Industrial
- Multifamily
- Other

Total \$645,597,355

Taxable Value



- Residential
- Commercial
- Condominium
- Industrial
- Multifamily
- Other

Total \$487,114,801



Lake Park-2016 Projections

Town is a good mix of residential, commercial and related property uses

No expansion ability, but the feel of a "small town"

Residential market is improving slightly for 2015/2016



PALM BEACH COUNTY
PROPERTY APPRAISER'S OFFICE

THANK YOU!

DOROTHY A. JACKS, CFE, AAS

Chief Deputy Property Appraiser

djacks@pbcbgov.org



Exhibit "C"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 7, 2015

Agenda Item No. Tab 12

Agenda Title: AN APPLICATION BY THE PALM BEACH COUNTY DEPARTMENT OF ENVIRONMENTAL RESOURCES MANAGEMENT (PBC DERM), APPLICANT AND AGENT OF THE LAKE PARK SCRUB NATURAL AREA LOCATED ON THE NORTH SIDE OF SILVER BEACH ROAD (APPROXIMATELY 0.35 MILES EAST OF CONGRESS AVENUE), TO CONSTRUCT A 5 CAR/1 BUS PARKING AREA, A CONCRETE NATURE TRAIL, A WILDLIFE OBSERVATION PLATFORM AND AT-GRADE HIKING TRAILS.

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON ___ READING
- RESOLUTION – PUBLIC HEARING/QUASI-JUDICIAL
- OTHER

Approved by Town Manager *[Signature]* Date: 9-23-15

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

<p>Originating Department:</p> <p>Community Development</p>	<p>Costs: \$ Legal Ad (\$185.76); Certified Mail (\$565.74); Engineer review fee (approx. \$500)</p> <p>Funding Source: Applicant – up for discussion at TC meeting</p> <p>Acct. # 4902</p> <p><input checked="" type="checkbox"/> Finance <u><i>BKZ</i></u></p>	<p>Attachments:</p> <ul style="list-style-type: none"> → Staff Report → Resolution <u>39-10-15</u> → Applicant Application, including Cover Letter and Plans and copies of 2013 correspondence letters between PBC and the Town → 2004 Scrub Area Management Plan → 2003 Interlocal Agreement between the Town/County/State for the Scrub Area → Planning & Zoning Board 09-14-2015 Meeting Minutes
<p>Advertised:</p> <p>Date: 09-04-2015</p> <p>Paper: Palm Beach Post</p> <p><input type="checkbox"/> 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 <u>ND</u></p> <p>or</p> <p>Not applicable in this case _____</p> <p>Please initial one.</p>

Summary Explanation/Background:
Please refer to the Staff Report.

Recommended Motion: I MOVE TO APPROVE RESOLUTION 39-10-15 WITH THE CONDITIONS OF APPROVAL PROPOSED BY STAFF.



**TOWN LAKE OF PARK
TOWN COMMISSION**

Meeting Date: Wednesday, October 7, 2015

STAFF REPORT

AN APPLICATION BY THE PALM BEACH COUNTY DEPARTMENT OF ENVIRONMENTAL RESOURCES MANAGEMENT (PBC DERM), APPLICANT AND AGENT OF THE LAKE PARK SCRUB NATURAL AREA LOCATED ON THE NORTH SIDE OF SILVER BEACH ROAD (APPROXIMATELY 0.35 MILES EAST OF CONGRESS AVENUE), TO CONSTRUCT A 5 CAR/1 BUS PARKING AREA, A CONCRETE NATURE TRAIL, A WILDLIFE OBSERVATION PLATFORM AND AT-GRADE HIKING TRAILS.

****The Applicant is also requesting consideration by the Town Commission to consider waiving certain fees absorbed by the Town thus far, and these include: Legal Advertisement (\$185.76); Certified Mail (\$565.74); Engineering Review (approximately \$500-final invoice has not yet been received). The Interlocal Agreement allows for the waiving of permit-related fees, which may include any type of Town application fee however, Staff believes this does not include fees that are absorbed by the Town throughout the site plan review process. This will be discussed separately at the Commission meeting****

BACKGROUND:

Applicant(s): Palm Beach County Department of Environmental Resources Management (*David Gillings; Branda Hovde; Kraig Krum*)
Owner(s): Palm Beach County – Department of Environmental Resources Management
Address/Location: Not Assigned – Located north of Silver Beach Road; 1,865 feet (0.35 miles) east of Congress Avenue
Net Acreage: 54.93 acres
Property Control Number: 36-43-42-20-00-000-7450
Existing Zoning: Conservation
Future Land Use: Conservation

Adjacent Zoning District

North: Campus Light Industrial/Commercial (CLIC)
South: City of Riviera Beach (Residential)
East: Campus Light Industrial/Commercial (CLIC)
West: Campus Light Industrial/Commercial (CLIC)

Adjacent Existing Land Use Designation

North: Commercial/Light Industrial; Public Buildings and Grounds
South: Commercial/Light Industrial
East: Commercial/Light Industrial
West: Commercial/Light Industrial

ENCLOSURE(S):

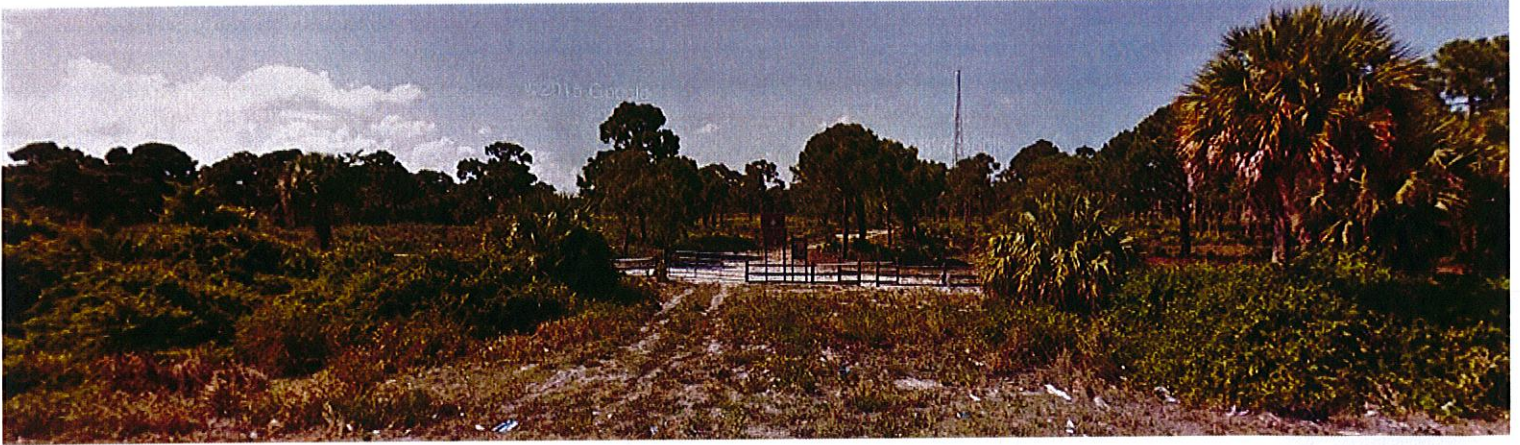
- ➔ Applicant Application, including Cover Letter and Plans and copies of 2013 correspondence letters between PBC and the Town
- ➔ 2004 Scrub Area Management Plan
- ➔ 2003 Interlocal Agreement between the Town/County/State for the Scrub Area
- ➔ Planning & Zoning Board 09-14-2015 Meeting Minutes

Figure 1: CONSERVATION AREA LOCATION MAP (in orange)



Figure 2: IMAGES OF SITE FROM SILVER BEACH ROAD

(NORTH)



(WEST)



(EAST)



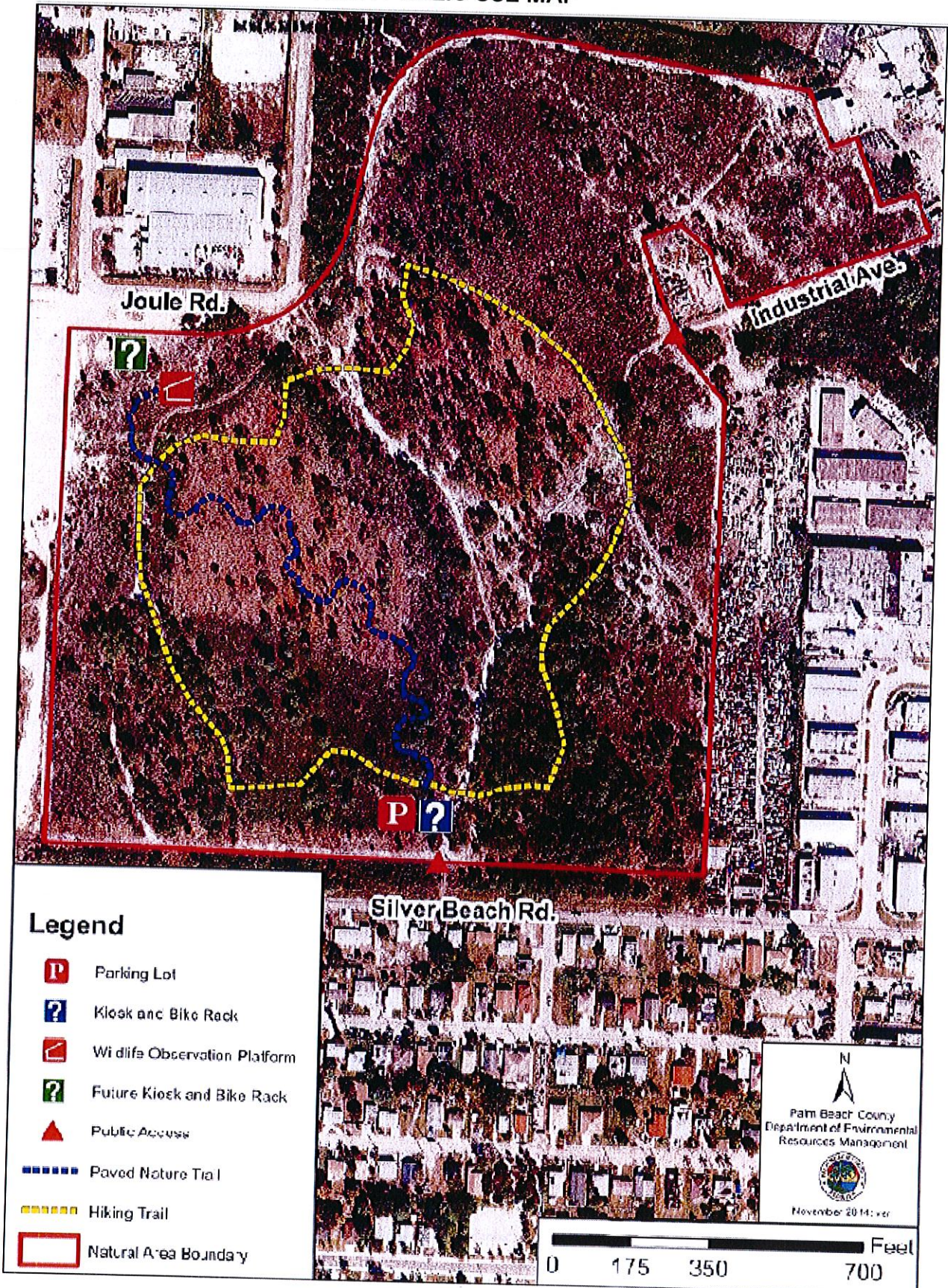
BACKGROUND AND REQUEST

In 2003/2004, the Town entered into an Interlocal Agreement with Palm Beach County and the State of Florida on the Lake Park Scrub Natural Area, for which a management plan was created. This management plan remains unchanged in 2015. It was created to identify the Lake Park Scrub Area as a Conservation site and identifies the overall management activities, monitoring requirements, resource enhancement controls and future structure and improvement requirements. In 2014, PBC DERM received correspondence from the Florida Communities Trust (FCT) indicating that they were in significant non-compliance of their grant contract since the intended public use facilities outlined in the future structure and improvement requirements of the 2004 management plan, never moved forward.

Consequently, the County submitted an application for site plan review for a proposed 5 car/1 bus parking area; a concrete nature trail; an observation platform; and at-grade hiking trails, pursuant the enclosed plans. The proposed parking lot is being proposed adjacent to Silver Beach Road and PBC DERM has coordinated with PBC Roadway construction to ensure their proposed alignment is consistent with Silver Beach roadway improvement plans. With this being said, the original intent of the Management Plan identified a parking lot along the northern boundary of the Scrub Area, adjacent to Joule Road and the future Park Avenue extension road. In an attempt to expedite the improvements and adhere to the FCT grant requirements, the County is currently required to construct the public use facilities with access from Silver Beach Road (since the Park Avenue Extension Road has not yet been finalized). The County is committed to create a future access along the Park Avenue extension road one the extension is completed and Staff has included this as a condition of approval. Additionally, the improvements and parking lot location came up in discussion in 2013 and correspondence between the Town and the County are enclosed. The County had indicated that while the Town Commission at the time preferred a parking lot location on the north side of the site, the County discussed the matter with the (then) Town Manager (Mr. Dale Sugerman) and the County was provided with verbal confirmation through a telephone conversation that Mr. Sugerman confirmed that he has shared the County's information requiring the initial parking lot adjacent to Silver Beach Road and the Commission understood the issues and did not need the County to appear before the Commission to receive confirmation and could proceed through site plan approval.

Finally, the Interlocal Agreement and the Management Plan identifies that the Town shall be responsible for opening and closing the entrance gate; remove trash from the site; and mow the perimeter. The Town's Public Works has been notified and is preparing cost estimates for these requirements. A condition of approval is recommended for an automated gate with timer to facilitate the opening and closing of the entrance gate.

Figure 3: PROPOSED LAKE PARK SCRUB NATURAL AREA PUBLIC USE MAP



STAFF ANALYSIS

ZONING AND LAND USE: The proposal is consistent with the Conservation District and Conservation Land Use Designation, which prohibits the construction of permanent structures that are not directly related to the recreation and passive public recreation intent for this area.

LIGHTING: The preservation area is only open from sunrise to sunset and no lighting is proposed or is envisioned for the area.

ENGINEERING DETAILS AND PLANS: The plans have been reviewed by the Town's consulting engineer who has stated they appear to be in general conformance with the Town of Lake Park Standards and requirements. A pre-construction meeting is recommended and has been included as a condition of approval.

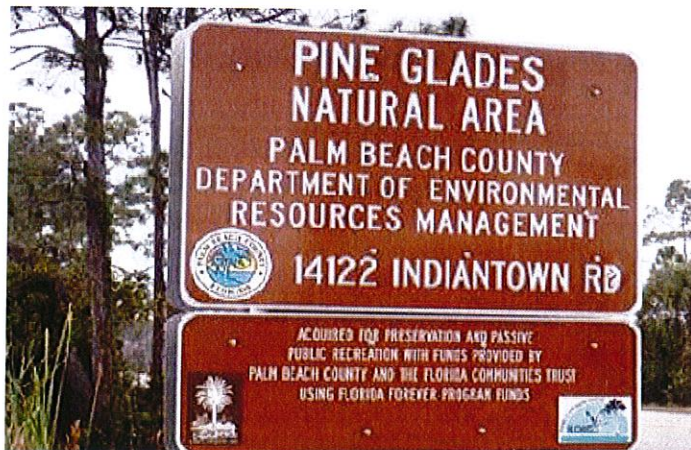
PARKING: The Town Code does not specifically identify the parking requirements for open-air passive recreation areas. While the code identifies parking requirement for outdoor attraction and recreation areas, these are more closely related to active outdoor areas with seating, employees and fixed attractions. The Town Code also identifies a parking requirement for agricultural uses which are outdoor uses that employ a certain number of employees. These uses require a minimum of 5 parking spaces. Staff is comfortable with the County's proposal of 5 parking spaces, inclusive of 1 handicap accessible (ADA) space and a bus parking zone. The parking spaces will need to comply with the Town Code size requirements of 10 feet by 18.5 feet and incorporate the minimum one-way drive aisle width of 15 feet and a minimum 25 feet for a two-way driveway entrance. Additionally, a condition of approval whereby the parking lot must provide an ADA connection to the external entrance on Silver Beach Road is being recommended by Staff (ADA trail is already being proposed).

LANDSCAPING: Additional landscaping is not being proposed. The entire area is open green space and there is a need to maintain better views to help limit vandalism and other illegal activities. Staff is comfortable with the existing vegetation given the nature and use of the area.

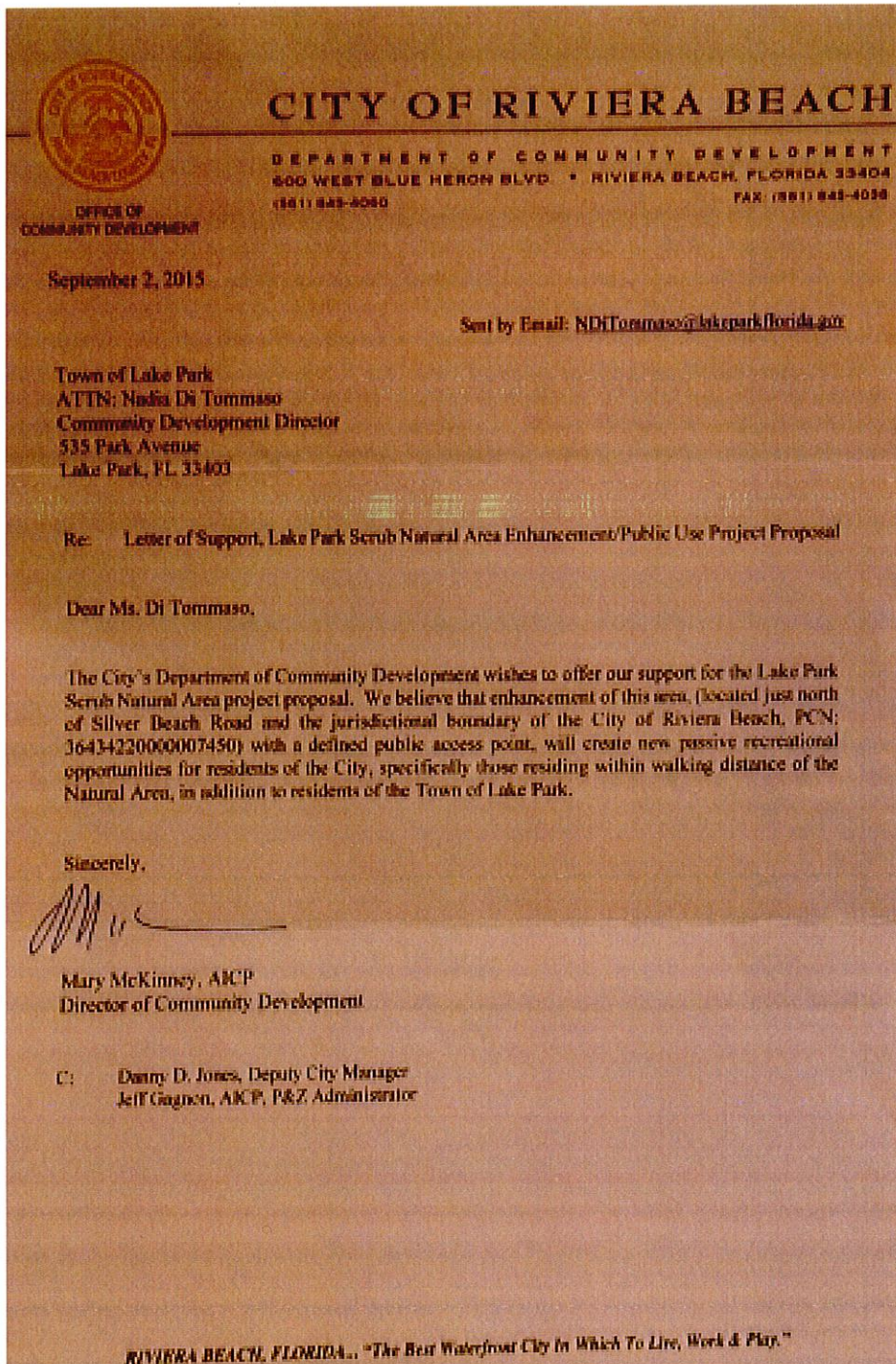
SECURITY AND HOURS: The Palm Beach County Sheriff's Office (Lieutenant Vassalotti) reviewed the proposal and indicated that all looks good and their Wild Lands Unit has been contracted with PBC for adequate patrolling throughout the site when the improvements are completed. The hours of the area will remain from sunrise to sunset (unless a special permit is granted by the County for a Boy Scout night hike, for example).

SIGNAGE: A two-side entrance sign will be placed near the fence line at the driveway entrance (4 feet tall by 6 feet wide). An additional Florida Communities Trust acknowledgement sign (2 feet tall by 6 feet wide) is proposed immediately underneath the entrance sign plate. They will mirror these sample images from other natural areas and these signs (identifying County sites and related-activities) are exempt from Town Code signage permit requirements:

(SAMPLE)



NEIGHBORING JURISDICTION REVIEW: The City of Riviera Beach reviewed the application and issued a letter of support to the Town:



PLANNING & ZONING BOARD RECOMMENDATIONS AT THE SPECIAL CALL SEPTEMBER 14, 2015 MEETING (a copy of the minutes are enclosed):

MOTION #1- Made by Vice-Chair VonUnruh and **died** for lack of a second. It included: **APPROVAL** with the original conditions proposed by staff, but eliminating condition #4 and including language to condition #3 that explains the electronic gate will be installed by Palm Beach County, but maintained by the Town...and the following additional conditions: àPrior to construction, staff shall consult with its Engineer to determine/analyze safety measures to the entrance and incorporate those recommendations made by the Town's Engineer in the Site Plan, for which PBC would be responsible to fund; àthe Site shall have adequate signage and signalization alerting motor vehicles of the upcoming entrance/driveway approach to the Scrub Area along Silver Beach Road.

MOTION #2- Made by Board Member Lynch, and **failed** on a 2-2 vote. In included: **APPROVAL** with the original conditions proposed by Staff, leaving conditions #1, #2, and #5 as-is and modifying condition #3 to explain that the electronic gate will be installed by Palm Beach County and maintained by the Town; condition #3 provide a contingency whereby the issue should be re-examined by the Town's Engineer to determine the necessity of the ADA connection; and additional conditions #6 and #7 should be added as follows: #6-ingress/egress from Silver Beach Road should be evaluated/studied by the Town's Engineer to possibly consider a deceleration lane, and #7-an additional evaluation on possible signage and signalization alerting motorists of the upcoming driveway approach to the Scrub Area should be performed by the Town's Engineer.

MOTION #3- Made by Chair Thomas (who passed her gavel), and **PASSED** on a 4-0 vote. It included: **DENIAL** of the application and a recommendation that the Town and the County jointly write a letter to FCT requesting an extension to build the parking lot until which time a reasonable expectation for the construction of the parking lot and associated plan can be submitted.

STAFF RECOMMENDATION

APPROVAL with the following conditions of approval:

- (1) Prior to the issuance of a development permit, the Owner (County) shall submit an updated copy of the management plan addressing the public use facilities language and figures; the proposed Silver Beach Road parking lot location and future Park Avenue extension/Joule Road secondary parking lot location (which is still required); and updated cost figures for the related maintenance costs referenced in the existing management plan. The secondary Park Avenue/Joule Road parking lot plans shall be subject to the approval of the Planning and Zoning Board and Town Commission.

- (2) This Owner shall develop the site consistent with the following plans:
- ➔ Title Sheet, Notes & Details, Overall Site Plan, Plans and Profiles, Signing and Striping, and Structural Drawings, as Sheet No. 1, 2-3, 4, 5-7, 8, and S1.0-S7.2, respectively, signed and sealed on 6-5-15 (No. 2-3, 5-7, 8) by Jeff Trompeter, Engineer of Record, and on 5-19-15 by Jeffrey R. Bergman, Structural Engineer of Record, all of which was received and dated by the Department of Community Development on 07-13-15.
- (3) The Owner shall install an automated entrance gate as the Silver Beach Road entrance with a timer. The Town will be responsible for the maintenance of the automated entrance gate.
- (4) The Owner shall revise the Site Plan to include an ADA connection to the external entrance on Silver Beach Road and coordinate the connection with the Roadway Construction Division of the County's Engineering Department [who is handling the future design plans for the Silver Beach road improvements.
- (5) The County shall provide eastbound and westbound signage and/or signalization measures on Silver Beach Road to alert motorists to the entrance to the Site's parking area on Silver Beach Road. A letter from the Palm Beach County Engineer certifying that the incorporated measures ensure entrance safety shall be submitted to the Community Development Department prior the issuance of a development permit. Final installation of required signs/signalization is required by the final inspection.
- (6) Prior to the issuance of a development permit, the County shall participate in a pre-construction meeting with Town's Community Development Department staff and its consulting Engineer. At least five working days before the pre-construction meeting, the County shall submit the following items to the Town:
- (a) A Maintenance of Traffic Plan (MOT) for the driveway connection and associated work within the Palm Beach County Right-of-Way of Silver Beach Road.
 - (b) A copy of the Driveway Connection Permit (Roadway Alteration Permit) received from the Palm Beach County Engineering Department for work within the Palm Beach County Right-of-Way.
 - (c) Certification from the County's Engineer of Record on their final review and final approval of both the Engineering Plans and Structural Plans following construction.
 - (d) Plans and details for the proposed construction entrance to minimize/eliminate the tracking of dirt and debris offsite and into the Palm Beach County Right-of-Way.
- (7) **Cost Recovery.** All fees and costs, including legal fees incurred by the Town in reviewing the Application and billed to the Owner shall be paid to the Town within 10 days of receipt of an invoice from the Town. Failure by an Owner or an Applicant to reimburse the Town within the 10 day time period may result in the suspension of any further review of plans or building activities, and may result in the revocation of the approved Development Order.



Department of Environmental
Resources Management
2300 North Jog Road, 4th Floor
West Palm Beach, FL 33411-2743
(561) 233-2400
FAX: (561) 233-2414
www.pbcgov.org/ern



Palm Beach County
Board of County
Commissioners

Shelley Vana, Mayor
Mary Lou Berger, Vice Mayor

Hal R. Valeche
Paulette Burdick
Steven L. Abrams
Melissa McKinlay
Priscilla A. Taylor

County Administrator
Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*

Community

JUL 13 2015

Development

July 9, 2015

Nadia Di Tommaso, Community Development Director
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

Dear Ms. Di Tommaso:

**SUBJECT: APPLICATION FOR CONSTRUCTION PERMIT AT
LAKE PARK SCRUB NATURAL AREA**

Palm Beach County Department of Environmental Resources Management (ERM) is in receipt of your email correspondence of July 1, 2015 regarding the construction of the Public Use Facilities at Lake Park Scrub Natural Area. As per your request, you will find attached to this letter: the Building Permit Application Form, the Contractor's Registration Application and Permit Authorization Form, a copy of the construction plans, the purpose of the project, the reasoning behind the selected entrance location and a revised Figure 6 from the proposed Lake Park Scrub Natural Area Management Plan revisions showing the future Public Use Facility locations.

The purpose of this project is to construct Public Use Facilities, including a 5 car/1 bus parking area, a concrete nature trail, a wildlife observation platform and at grade hiking trails, to provide safe access to the natural area for passive recreational purposes. Additionally, this project is required so that ERM and the Town of Lake Park can satisfy the terms and conditions of our agreements with Florida Communities Trust (FCT).

On May 22, 2013, I sent a letter to Mr. Dale Sugarman, Ph.D., who at the time was Town Manager, detailing the reasoning behind the selected entrance location off of Silver Beach Road. Attached is a copy of that letter.

ERM will be issuing a Work Order to Wynn & Sons Environmental Construction Co., Inc. for the construction of these facilities once we receive the permits from the Town of Lake Park. Once the Work Order is approved by Palm Beach County's Board of County Commissioners, we expect that all construction activities will be completed within 6 months.

Ms. Nadia Di Tommaso

Page 2

July 9, 2015

ERM looks forward to the opening of the Public Use Facilities at Lake Park Scrub Natural Area so that we can share this remarkable property with the visitors and residents of Lake Park and Palm Beach County. Please confirm with us the dates and locations of any meetings that you would like us to attend. If you have any additional questions, please contact me at 561-233-2400 or Mr. Kraig Krum at 561-233-2527 or kkrum@pbcgov.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Robbins", written over a horizontal line.

Robert Robbins, Director
Environmental Resources Management

RR:kk

Enclosures (5)



Exhibit "D"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 7, 2015

Agenda Item No. Tab 13

Agenda Title: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA ACCEPTING A SPECIAL WARRANTY DEED AND BILL OF SALE FROM CONGRESS AVENUE PROPERTIES, LTD., CONVEYING PARCEL C OF THE PLAT OF CONGRESS BUSINESS PARK FOR RIGHT OF WAY PURPOSES; AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE BILL OF SALE WHICH GRANTS TO THE TOWN THE IMPROVEMENTS THEREIN; AND PROVIDING FOR AN EFFECTIVE DATE.

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[] PUBLIC HEARING ORDINANCE ON __ READING
[X] RESOLUTION
[] OTHER

Approved by Town Manager [Signature] Date: 9-23-15

Nadia Di Tommaso / Community Development Director [Signature]
Name/Title

Table with 3 columns: Originating Department, Costs, Attachments, Advertised, and notification status. Includes handwritten notes like 'BKR' and 'Attachment A'.

Summary Explanation/Background:

The Park Avenue extension roadway portion immediately adjacent to the Congress Avenue Business Park PUD has been built by the private property owner and is now being conveyed to the Town through a Special Warranty Deed and Bill of Sale.

Recommended Motion: I MOVE TO APPROVE RESOLUTION 4010-15.



Exhibit "E"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 7, 2015

Agenda Item No. Tab 14

Agenda Title: Establishing a Date for an Executive Session to Discuss the Collective Bargaining Agreement between the Town of Lake Park and the Federation of Public Employees for the Period of October 1, 2015 to September 30, 2018

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON _____ READING
- NEW BUSINESS**
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *[Signature]* Date: 9-21-15
[Signature]
 Name/Title HUMAN RESOURCES DIRECTOR

Originating Department: Human Resources	Costs: \$ -0- Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: None
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone <u>BMT</u> OR Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

The current collective bargaining agreement (the "Agreement") between the Town of Lake Park and the Federation of Public Employees, a Division of the National Federation of Public and Private Employees (AFL-CIO) (the "Union") is due to expire on September 30, 2015. An Agreement for the period of October 1, 2015 to September 30, 2018 was collectively bargained by the Town with the Union. The purpose of this agenda item is to establish a date pursuant to F.S. 447.605 for an Executive Session to be established to discuss such Agreement with the Commission.



Exhibit "F"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 7, 2015

Agenda Item No. Tab 15

Agenda Title: Resolution to Amend the Town of Lake Park Uniform Classification System to Revise the Job Description for the Position of Harbor Marina Director

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

Approved by Town Manager [Signature] Date: 9-23-15

[Signature]
Name/Title HUMAN RESOURCES DIRECTOR

<p>Originating Department: Human Resources</p>	<p>\$ 21,962 change in the minimum; \$22,759 change in the maximum of the salary range for this position</p> <p>Funding Source: Budget</p> <p>Acct. # 800-11000</p> <p><input checked="" type="checkbox"/> Finance <u>BKR</u></p>	<p>Attachments: Resolution; 41-10-15 and, Revised Harbor Marina Director Job Description in Redline Format</p>
<p>Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> 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 Not applicable in this case <u>BMT</u> Please initial one.</p>

Summary Explanation/Background:

Currently, a job description exists in the Town of Lake Park Uniform Classification System entitled Harbor Marina Director. Such job description sets forth as the minimum requirements the possession of a minimum of five (5) years of demonstrated professional experience as a marina manager which includes the complete operation and maintenance of a marina with 100 or more slips; a Bachelor's Degree from an accredited college or university majoring in business, accounting, public administration or related field preferred but not required; and Certified Marina Manager (CMM) also preferred but not required.

The Lake Park Harbor Marina is an enterprise fund of the Town of Lake Park in that its income should be derived solely from its operation. As such, and even though it is a municipally operated marina, the Lake Park Harbor Marina needs to be managed and operated based upon sound business concepts and is in need of a Harbor Marina Director who has significant business management experience and expertise as well as the demonstrated professional experience as a marina manager.

The purpose of this agenda item is three-fold. First, it is to revise this job description to update the minimum requirements to provide that the possession of a minimum of five (5) years of demonstrated professional experience as a marina director which includes the complete operation and maintenance of a marina with 100 or more slips and a Bachelor's Degree from an accredited college or university majoring in business, accounting, public administration or related field are required; that a Master of Business Administration or related field is preferred; and Certified Marina Manager (CMM) is preferred.

Second, the purpose of this agenda item is to increase the annual salary range for this position from \$51,875.20 to \$80,516.80 to \$74,877.00 to \$104,877.00.

Third, the purpose of this agenda item is to change the position title from Harbor Marina Director to Marina Director.

A copy of the revised Harbor Marina Director job description is attached in redline format.

Recommended Motion: I move to adopt Resolution 41-10-15.



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, October 7, 2015, 6:30 p.m.
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Michael O'Rourke	—	Commissioner
Kathleen Rapoza	—	Commissioner
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, 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/ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **SPECIAL PRESENTATIONS/REPORTS**

1. Valerie Riddick Mason Principal Lake Park Elementary School **Tab 1**
2. Special Presentation from the Palm Beach County Property Appraiser's Office **Tab 2**

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.

3. Final Public Hearing on the Budget meeting minutes of September 15, 2015 Tab 3
 4. Regular Commission Meeting Minutes of September 16, 2015 Tab 4
 5. Architectural/Engineering of Kelsey and Lake Shore Park Restrooms & Tennis Court Lighting Improvements Workshop minutes of September 16, 2015 Tab 5
 6. Commission and Planning & Zoning Mixed Use Corridor Workshop meeting minutes of September 21, 2015 Tab 6
 7. Resolution No. 35-10-15 Authorizing the Mayor to Sign the Application for State Aid to Libraries Grant Tab 7
 8. Resolution No. 36-10-15 Establishing the General Election on March 15, 2016 Tab 8
 9. Resolution No. 37-10-15 Requesting that the Palm Beach County Supervisor of Elections Appoint Poll Workers for the General Election to be conducted on March 15, 2016 for Commissioners Tab 9
 10. Resolution No. 38-10-15 Declaring Certain Town Owned, Tangible Personal Property as "Surplus" and Eligible for Disposal Tab 10
 11. Completing the Six Month Performance Evaluation of the Town Manager Tab 11
- F. PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:
None
- G. PUBLIC HEARING(S) – ORDINANCE ON SECOND READING:
None
- H. PUBLIC HEARING(S) – QUASI-JUDICIAL RESOLUTION:
12. Resolution No. 39-10-15 An Application by the Palm Beach County Department of Environmental Resource Management (PBC DERM), Applicant and Agent of the Lake Park Scrub Natural Area Located on the North Side of Silver Beach Road to Construct a 5 Car/1 Bus Parking Area, a Concrete Nature Trail, a Wildlife Observation Platform and At-Grade Hiking Trails. Tab 12
- I. RESOLUTION:
13. Resolution No. 40-10-15 Accepting a Special Warranty Deed and Bill of Sale from Congress Avenue Properties, LTD., Conveying Parcel C of the Plat of Congress Business Park for Right-of-Way Purposes; Authorizing and Directing the Mayor to Execute the Bill of Sale Which Grants to the Town the Improvements Tab 13

J. NEW BUSINESS:

14. Establishing a Date for an Executive Session to Discuss the Collective Bargaining Agreement between the Town of Lake Park and the Federation of Public Employees for the Period of October 1, 2015 to September 30, 2018

Tab 14

15. Resolution No. 41-10-15 to Amend the Town of Lake Park Uniform Classification System to Revise the Job Description for the Position of Harbor Marina Director

Tab 15

K. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

L. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, October 21, 2015