



**Minutes**  
**Town of Lake Park, Florida**  
**Commission Workshop**  
**Wednesday, May 3, 2017, 8:43 PM**  
**Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Commission Workshop on Wednesday, May 3, 2017 at 8:43 p.m. Present were Mayor Michael O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Anne Lynch, and Roger Michaud, Town Manager John O. D'Agostino, and Town Clerk Vivian Mendez. Commissioner Erin Flaherty was absent.

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

**SPECIAL PRESENTATIONS/REPORTS**

**Workshop Presentation of Stormwater Utility Projects and Discussion Funding Schedule**

Town Manager D'Agostino disclosed that there was an advertisement placed in the Palm Beach Post announcing the workshop. The same notice was emailed to all those that have registered their email addresses for Town news. Vice-Mayor Glas-Castro asked if similar types of advertisements would be used for a public hearing if the Town considers a rate adjustment. Town Manager D'Agostino stated that the same type of advertisement would be emailed and placed in the Palm Beach Post if a rate adjustment were considered.

Public Works Director Dave Hunt explained the purpose of the workshop, the significance of the stormwater utility, what it means to the Town, and the long-range plan. He introduced the Town's Engineering Consultant Patrick Figurella of Calvin Giordano & Associates who gave a presentation (see Exhibit "A").

Vice-Mayor Glas-Castro explained that her understanding was that the western section of the Town, along Congress Avenue was part of the Northern Palm Beach County Improvement District (NPBCID). Mr. Figurella stated "that is correct". Vice-Mayor Glas-Castro stated that the Town does not need to study that portion of the Town since it was already done by Northern. Public Works Director Hunt explained that the properties are within the Town limits and participate in the Town's Stormwater Utility. He explained the benefits they receive as participants in the Town's Stormwater Utility. Vice-Mayor Glas-Castro asked if those areas covered by NPBCID receive a lower rate. Public Works Director Hunt stated that there has been no adjustment to their rates.

Mr. Figurella presented cost analysis scenarios and proposed projects that could be considered over the next five-years (see Exhibit "B"). Town Manager D'Agostino asked when was the last time the Town was able to do any major infrastructure projects in the Town. Public Works Director Hunt stated that none had been done since he began his employment with the Town seven-years ago. Mr. Figurella explained that CGA was the Town's Engineering Consultant for several years before Mr. Hunt began working for the Town and no major infrastructure projects had been done. He stated that any major

infrastructure development was completed by private developers. Town Manager D'Agostino asked how long has \$6.50 been in effect. Public Works Director Hunt stated that the amount began at \$6.00 in 2008 and then increased in 2009. He stated that archives have shown that Community Development Block Grants (CDBG) funds were used for some improvements in the southwest section of the Town. Town Manager D'Agostino asked for clarification on material he read whereby it states that in 1999 the overall project was going to cost \$6.4 million. He asked if any portion of the project had been implemented. Public Works Director Hunt explained that the CDBG project was conducted, but no construction documents or "as build" were retrieved and does not know how much money was expended in those projects. Mr. Figurella explained that once the survey has been completed staff would have an opportunity to review and quantify what projects were completed. Public Works Director Hunt explained that staff would have the opportunity to begin designing from this survey. The survey would also reveal how well the system works.

Public Works Director Hunt reviewed the Master Drainage Plan slide (see Exhibit "A"). Commissioner Lynch asked if the rainwater drains into the inter-coastal. Mr. Figurella explained the drainage system throughout the Town. Commissioner Lynch asked how much the drainage pumps cost. Mr. Figurella explained that the pump element alone could cost about \$2 million, without the extra cost that are involved. Additional questions were asked about swale function. Public Works Director Hunt explained the function of the Town swales as it relates to drainage.

Town Manager D'Agostino asked what was the purpose of the workshop. Public Works Director Hunt explained the recommendation of raising stormwater rate so that the Town could have the opportunity to begin the infrastructure improvements in the Town (see Exhibit "B"). Mayor O'Rourke asked if the Town had the ability to fund the Stormwater from the General Fund budget. Finance Director Rane explained that the Commission has the ability to direct the Town Manager and the Finance Department to allocate funds to the Stormwater Fund, but over the past five-years that General Fund has not had the funds to do so. Mayor O'Rourke asked if the Mixed-Use development were successful on US1, would that make an impact to the Stormwater Fund. Town Manager D'Agostino stated that it would have an impact. Mayor O'Rourke asked what would the Town do with those funds collected. Public Works Director Hunt recommended placing some of the funds to the Streets and Roads fund to begin improvements to the Town's roadways. Town Manager D'Agostino reviewed the agenda request form (see Exhibit "A") which explains how much of the annual rate collected was allocated to personnel and how much was supported by the General Fund services. He stated that changes were necessary long term. He encouraged the Commission for their ideas regarding moving forward.

Vice-Mayor Glas-Castro asked for clarification regarding an Equivalent Stormwater Unit (ESU) based by single-family home size or the amount of impervious area. Mr. Figurella explained that the ESU was determined by the impervious area. Finance Director Rane further explained that each single-family home was calculated to have one ESU, multifamily homes were calculated to .7 ESU, and the commercial areas are analyzed by the engineer. Public Works Director Hunt explained how the commercial properties are calculated versus what other municipalities charge. Public Works Director Hunt showed another scenario of how the rate adjustment could be handled over the next five-years

(see Exhibit "B"). Town Manager D'Agostino asked the Commission to keep in mind that if the Mixed-Use US1 project comes to fruition then the Town could look at a decrease in rates in the next 10-years.

Public Works Director Hunt asked the Commission for recommendations on how to structure the Resolution for a rate adjustment. He gave some examples such as no rate increase for the next five-years; a yearly increase for the next five-years, raising the rate year-to-year, or any other scenario the Commission desired to recommend. Town Manager D'Agostino presented a few options for the Commission to consider. Public Works Director Hunt explained that until the survey were completed the Town would not know the total expense of the project. Town Manager D'Agostino stated that \$115,000 was allocated for the project, but additional funds would be necessary to complete the project (see Exhibit "B"). The Commission and staff discussed the first slide of Exhibit "B" to determine what projects could be completed and the rate adjustment to reach that project.

The Commission discussed the Earmin River outfall project. Town Manager D'Agostino explained that the outfall pipe has failed. Mayor O'Rourke asked if the Town would be funding the project and then later recover the cost from the other stakeholders. Public Works Director Hunt explained that the Town was actively perusing the other stakeholders now. Finance Director Rane explained that the Town was in the process of analyzing if the Stormwater rate could be applied to properties in North Palm Beach. Mayor O'Rourke recommended moving forward with the Town-wide Stormwater Drainage Study as quickly as possible. Public Works Director Hunt called this project "the roadmap to the future". The Commission discussed the Project Descriptions presented in Exhibit "B".

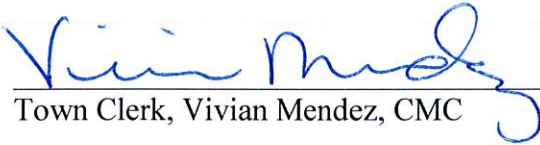
Public Works Director Hunt recapped the workshop by stating that the Commission recommended implanting a rate adjustment in fiscal year 2018 of \$10.00 per ESU and hold the rate for two-years before another adjustment were implemented. This would allow for some of the projects to be re-evaluated and completed sooner. He stated that he would bring three (3) scenarios that the Commission could consider at the May 17, 2017 Commission meeting. Town Manager D'Agostino suggested having a construction sign placed at the site to explain to those passing by what project was being done. Mayor O'Rourke asked what the deadline was to have the Resolution placed on an agenda. Town Manager D'Agostino stated that the rate adjustment information needs to be at the Palm Beach County Property Appraisers Office by the end of June in order for the rate adjustment to be placed on the 2018 fiscal year tax bill.

**ADJOURNMENT**

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Lynch and seconded by Commissioner Michaud, and by unanimous vote, the meeting adjourned at 10:02 p.m.



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Mayor Michael O'Rourke

  
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Town Clerk, Vivian Mendez, CMC

Approved on this 17 of May, 2017