



**Minutes  
Town of Lake Park, Florida  
Regular Commission Meeting  
Wednesday, April 17, 2019, 6:30 PM  
Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, April 17, 2019 at 6:30 p.m. Present were Vice-Mayor Kimberly Glas-Castro, Commissioners John Linden, and Roger Michaud, Town Manager John O. D'Agostino, Attorney Thomas Baird, and Deputy Town Clerk Shaquita Edwards. Mayor Michael O'Rourke and Commissioner Flaherty were absent.

Deputy Town Clerk Edwards performed the roll call and Vice-Mayor Glas-Castro led the pledge of allegiance.

**SPECIAL PRESENTATIONS/REPORTS:**

**1. Proclamation recognizing April 26, 2019 as National Arbor Day.**

Vice-Mayor Glas-Castro read the Proclamation recognizing April 26, 2019 as National Arbor Day in the Town of Lake Park. Town Manager D'Agostino explained that the Town would celebrate Arbor Day by hosting a Tree Planting Ceremony.

**2. Presentation from Infraside Infrastructure Solutions.**

Kevin Aycock of Infraside Infrastructure Solutions presented to the Commission (see Exhibit "A"). Commissioner Linden asked for clarification regarding the macro towers in residential communities, and eight hours of battery-life. Mr. Aycock explained that macro towers were not prohibited and not mandated to require battery. Commissioner Michaud asked for clarification regarding the associated installation fees. Mr. Aycock explained that the Town would not be responsible for payment. He explained that Infrastructure Solutions would collaborate with wireless carriers to affix equipment to towers. Thereafter, the Town of Lake Park would receive payment from Infraside Infrastructure Solutions. Vice-Mayor Glas-Castro asked for clarification regarding the size of designed parking spaces. Mr. Aycock explained that parking spaces were 10 feet long, five feet wide, and seven feet deep. Discussion ensued regarding the maintenance of the equipment. Mr. Aycock explained that Infraside Infrastructure Solutions monitors and maintains all equipment. The Commission thanked Mr. Aycock for his presentation.

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

**3. Regular Commission Meeting Minutes of April 3, 2019.**

**4. May 2018 through April 2019 Annual Floodplain Management Progress Report.**

**5. Resolution No. 37-04-19 Authorizing and Directing the Mayor to Execute a Third**

**Amendment to the Town’s Agreement with the State of Florida, Division of Emergency Management for Grant Funds Associated with Hurricane Irma.**

**Motion: Commissioner Michaud moved to approve the consent agenda; Commissioner Linden seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

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

**None**

**PUBLIC HEARING(S) – ORDINANCE ON SECOND READING:**

**6. Ordinance No. 02-2019 Amending Section 78-72(2) Contained in the Commercial-2 (C-2) Business District to Add Brewpub, Microbrewery and Brewery as Special Exception Uses.**

**AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 78-72(2) CONTAINED IN THE COMMERCIAL-2 (C-2) BUSINESS DISTRICT TO ADD BREWPUB, MICROBREWERY AND BREWERY AS SPECIAL EXCEPTION USES; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Town Manager D’Agostino explained that the item was approved on first reading at the April 3, 2019 Regular Commission Meeting. He explained that the previously suggested modifications were included within the second reading.

**Motion: Commissioner Linden moved to approve Ordinance No. 02-2019 on Second Reading; Commissioner Michaud seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

Town Attorney Baird read the Ordinance by Title only.

**QUASI-JUDICIAL - PUBLIC HEARING(S) – RESOLUTION(S):**

\*\*\*\*\*OPEN PUBLIC HEARING\*\*\*\*\*

**7. Resolution No. 38-04-19 OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, APPROVING A SPECIAL EXCEPTION USE FOR A MICROBREWERY ESTABLISHMENT TO BE LOCATED AT 796 10TH STREET. (UNIT #798)**

Ex-Parte Communication Disclosure:

Commissioner Flaherty was absent.

Commissioner Linden had no communication to disclose.

Commissioner Michaud had no communication to disclose.

Vice-Mayor Glas-Castro had no communication to disclose.

Mayor O'Rourke was absent.

Town Attorney Baird swore in all witnesses.

Community Development Director Nadia DiTommaso explained the item (see Exhibit "B").

Sarah Mahoney of Coastal Karma Brewing explained the proposed daily business operations, community outreach/involvement, and local networking initiatives. Discussion ensued; Ms. Mahoney explained that they planned to open on July 1, 2019. The Commission thanked Ms. Mahoney.

**Motion: Commissioner Linden moved to approve Resolution No. 38-04-19; Commissioner Michaud seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

\*\*\*\*\* CLOSE PUBLIC HEARINGS\*\*\*\*\*

**NEW BUSINESS:**

**8. A Request from the Event Organizers of the Palm Beach Renaissance – A Medieval Faire to close the back alley of the 700 Block and to use the Town's**

**Temporary Parking Surface.**

Special Events Director Riunite Franks explained the item. Vice-Mayor Glas-Castro questioned where participants would park their vehicles. Special Events Director Franks explained that participants would park in the parking lot of the 700 Park Avenue building and on street parking. Commissioner Michaud questioned the projected amount of attendees. Special Events Director Franks explained that 400-500 attendees were expected each day. Discussion ensued regarding the use of the Town Hall parking lot as a primary parking location for the event.

**Motion: Commissioner Michaud moved to allow the organizers of the Palm Beach Renaissance Festival to close the back alley of the 700 building and use the Town’s temporary parking surface during their two-day event with the condition of the Town Hall parking lot as a primary parking location; Commissioner Linden seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

**9. Resolution No. 39-04-19 Authorizing and Directing the Mayor to Execute an Agreement with Specialized Property Services for the Restoration of the Mirror Ballroom French Doors.**

Town Manager D’Agostino explained the item. Commissioner Linden questioned the proposed cost of Door Hardware (\$38,976.00). Public Works Director Richard Scherle explained that the Historical Architect of REG Architects specified the Door Hardware. He explained that the contractor proposed the associated costs. He explained that the total cost of the project was below the Town of Lake Park and the State of Florida estimates.

**Motion: Commissioner Michaud moved to approve Resolution No. 39-04-19; Commissioner Linden seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

**10. Review of Applications Submitted to the Town Grant Making Program by the Brewhouse Gallery, JETSETV F.C., Inc, and Kelsey Cares.**

Town Manager D'Agostino explained the item. Vice-Mayor Glas-Castro asked for clarification of the application submitted by JETSETV F.C. with reference to the amount requested (\$17,000.00) and the amount of total matching funds (\$6,900.00). Assistant Town Manager/ Human Resources Director Bambi McKibbon-Turner read the section three (funding information) of the application submitted by JETSETV F.C. (see Exhibit "C"). Vice-Mayor Glas-Castro questioned if JETSETV F.C. met the criteria of the application. Town Manager D'Agostino reviewed the rating criteria and explained that staff was not instructed to implement budget adjustments in the criteria rating sheet. Assistant Town Manager/ Human Resources Director McKibbon-Turner explained that the grant guidelines could be revised. She explained that the rating criteria within the grant application did not specify that the application had to be complete. Discussion ensued regarding the amount requested as related to the amount of total matching funds. Finance Director Lourdes Cariseo explained that the total match is 50% of the requested amount. Town Manager D'Agostino explained that the item would be continued at the May 1, 2019 Regular Commission Meeting.

**PUBLIC COMMENT:**

**None**

**FUTURE AGENDA ITEMS:**

Commissioner Linden: Voting Procedures in the Town of Lake Park.

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

**Town Attorney Baird** had no comments.

**Town Manager D'Agostino** announced that the Town of Lake Park April 2019 Newsletter was available. He announced correspondence with the Department of Emergency Management and thanked Public Works Director Richard Scherle for his assistance. He announced that a Stakeholder Engagement Meeting would be held on April 29, 2019 at 3:00 p.m., Lake Shore Park Indoor Pavilion. He announced a future budget request for the purchase or lease of two sanitation trucks. He announced that Code Compliance Officer Magdalena Gierczak had received a Florida Association of Code Enforcement Certification. He announced that Assistant to the Town Manager Janet Perry had received an Administrative Professional Certification. He announced that Town Clerk Vivian Mendez had received a Master Municipal Clerk Designation. He announced that Town Hall Offices would be closed on Friday, April 19, 2019. He announced activities for the month of April at the Lake Park Public Library. He announced the Town of Lake Park Easter Egg Hunt was scheduled for Saturday, April 20, 2019, 10:00 a.m.-12:00 p.m. at Kelsey Park. He announced that Sunset Celebration was scheduled for Friday, April 26, 2019, 6:00 p.m.-9:00 p.m. at the Lake Park Harbor Marina. He announced that the Arbor Day Tree Planting Ceremony would be held at Blakely Park. He announced Fitness Activities at Kelsey Park (Please Contact the Special Events Department for additional information). He announced that staff had met with developers

regarding the U.S.1 Corridor project, and that site plans were anticipated in May 2019. He announced that Oceana Coffee had expressed interest in pursuing a vacant property in the Town of Lake Park. He announced the Lake Park Harbor Marina Deficiency Tour, Saturday, April 27, 2019, 10:00 a.m., Lake Park Harbor Marina.

**Commissioner Linden** announced that Jupiter High School Students had their artwork displayed at the Art on Park Art Gallery. He announced that the Brewhouse Gallery would host an evening session of Breakfast Before Business Tuesday, April 23, 2019.

**Commissioner Michaud** announced that he and Commissioner Linden had attended an Award Ceremony for Palm Beach Sherriff's Office Deputy Adam Pazzoni. He announced that he looked forward to seeing everyone at the Town of Lake Park Easter Egg Hunt.

**Commissioner Flaherty** was absent.

**Vice-Mayor Glas-Castro** asked Town Manager D'Agostino for an update regarding the legislative appropriation requests. Town Manager D'Agostino explained that he was informed that appropriations would be discussed following the Easter Holiday. Town Manager D'Agostino explained the public-private partnership process, and future development.

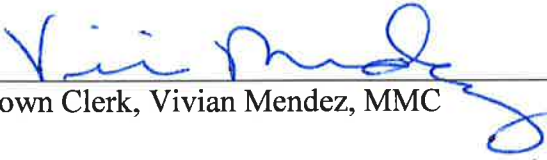
**Mayor O'Rourke** was absent.

**ADJOURNMENT**

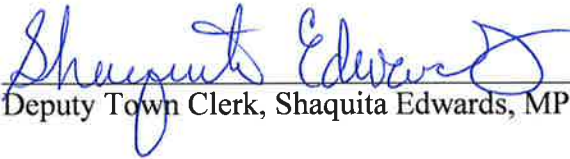
There being no further business to come before the Commission and after a motion to adjourn by Commissioner Michaud and seconded by Commissioner Linden, and by unanimous vote, the meeting adjourned at 8:20 p.m.



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



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



\_\_\_\_\_  
Deputy Town Clerk, Shaquita Edwards, MPA, CMC



Approved on this 15 of May, 2019

*Exhibit "A"*

# **InfraSite**<sup>TM</sup>

**Infrastructure Solutions**

**Materials for discussion**

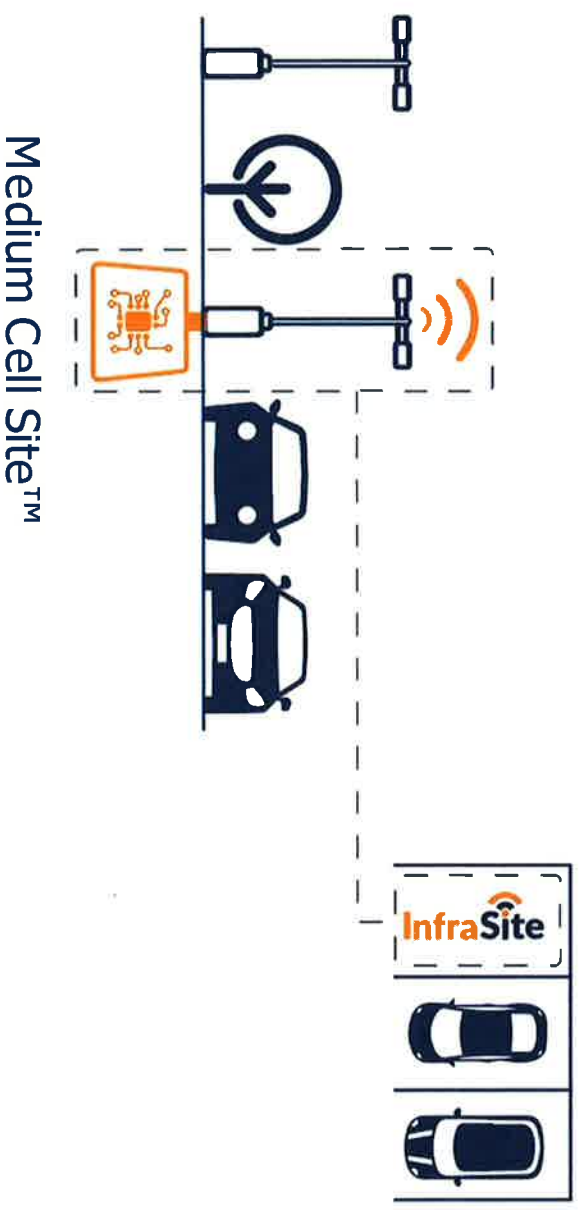




# Company Overview

With over 20 years of experience, **InfraSite™** builds **cost effective** network **densification** solutions aimed at creating a more efficient and resilient wireless network.

- Cost-effective\*
- Landlord / municipality friendly
- Safe and resilient
- High capacity



(\*): Defined by CapEx and OpEx over the life of the site.

# Our Solution

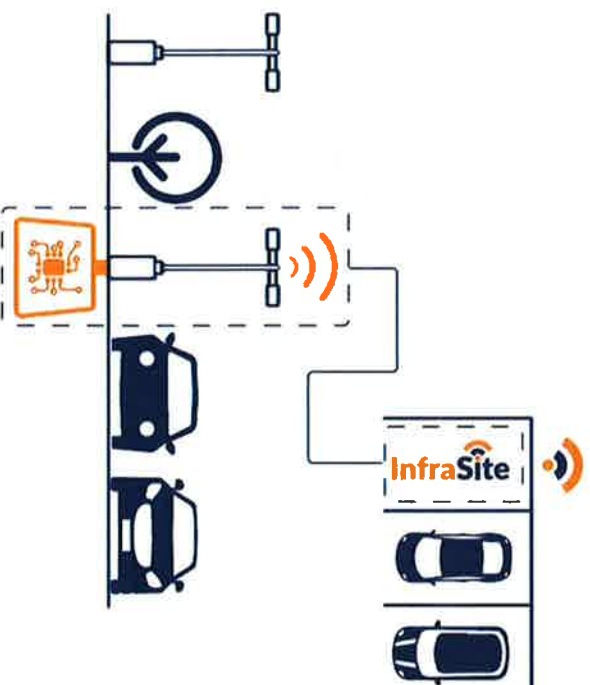
## Medium Cell Site™

Due to its patented structural advantages, our Medium Cell Site™ can be located **practically anywhere**

As a result, **coverage** of wireless networks improves dramatically and **capacity** increases dramatically at a fraction of the cost

### Includes:

- 1 Proprietary Enclosure
- 2 Pole
- 3 Engineering
- 4 Zoning & Permitting
- 5 Construction



### Benefits:

- Cost-effective<sup>1</sup>
- Landlord / municipality friendly<sup>2</sup>
- Prevents NIMBY issues
- Safe and resilient
- High capacity

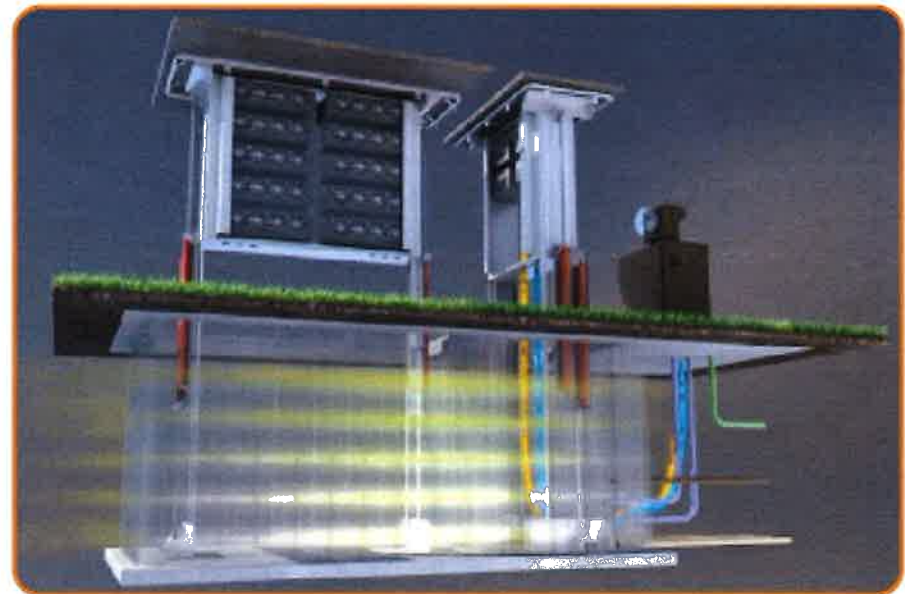
(1) Defined by CapEx and OpEx over 25 years.

(2) From a practical perspective, Medium Cell Site™ can be located nearly anywhere to provide wireless coverage and improve capacity.

# Our Proprietary Box

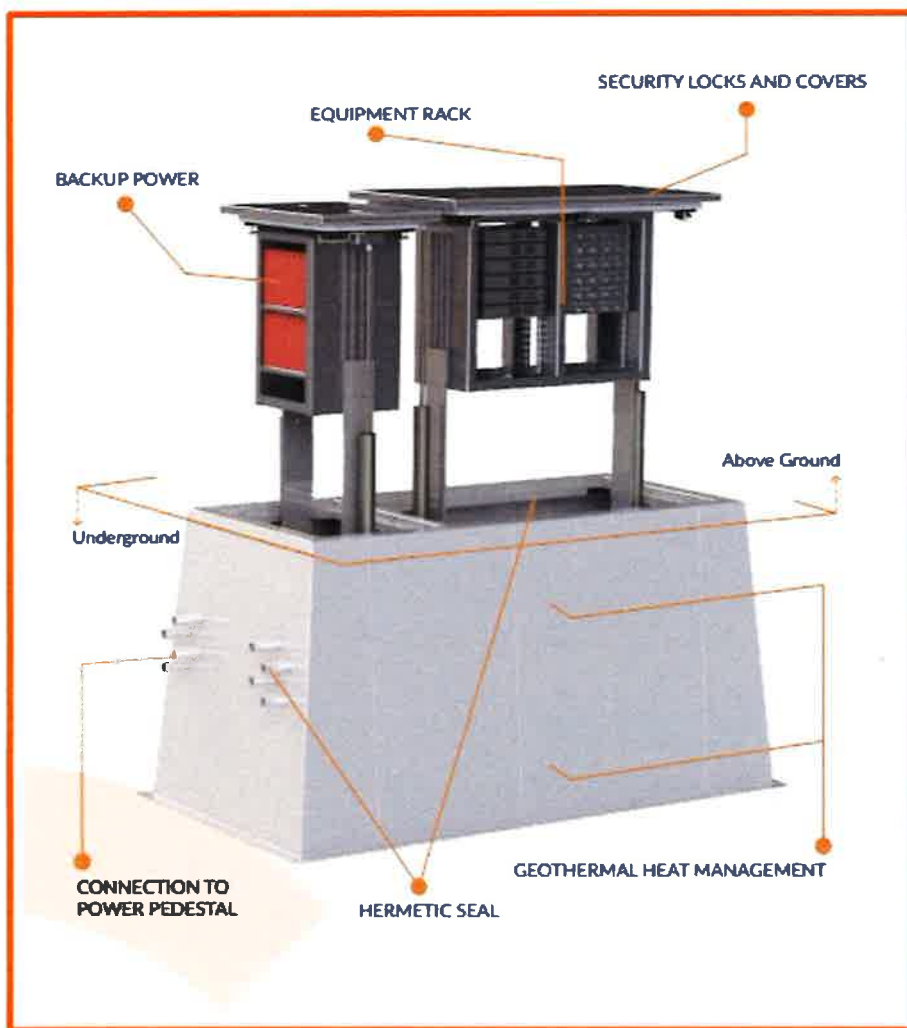
## Patented Underground Enclosure

- Water and dust ingress sealed
- Lift load capacity > 3 tons
- Designed to meet NEBS standards
- NEMA 6 rating
- Dimensions 10' x 8' x 6'
- Security controlled access
- Internal environmental control
  - Temperature, humidity
- Internal volume 350 cubic feet
- Heavy traffic load capacity
  - Over 20 tons



**Patented underground sealed,  
readily accessible enclosure**

# Benefits to



## 1. Aesthetics

- Completely discreet when closed
- Preserves neighborhood look and feel

## 2. Safety

- Withstands extreme weather conditions
- UPS battery backup

## 3. Safely holds first responder, data processing, security and surveillance equipment

- First responder tactical gear
- Wireless / WiFi equipment
- Traffic control equipment
- Security equipment
- License plate readers
- Cloud storage / mini data center

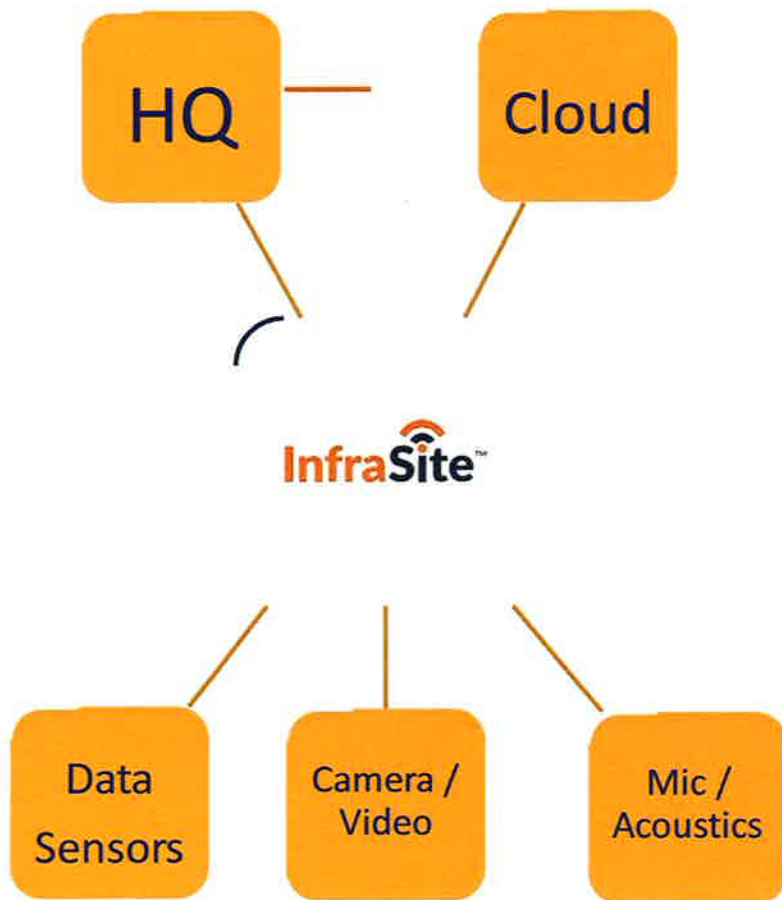
## 4. Secure and comfortable access

- Remote, code, key card access

# View when Opened and Closed



# Smart Policing



1. Data
2. Analysis
3. Solutions

- Smart Policing builds upon secure and reliable data collection, processing and maintenance
- **InfraSite™** enclosure is a perfect hub for this strategy

# Team



**Kevin Aycock**  
Telecom - 20 yrs



- Proven innovator & problem solver
- Unique development experience
- Built over 1,500 telecom sites over his career



**Kevin Goldstein**  
Engineering - 22 yrs



- Aerospace engineer
- Co-founder of 3 tech companies (AI; IoT)
- Rensselaer Polytechnic Institute - MechEng
- Princeton University - EE



**Marcela Torres Ind.**  
Design - 12 yrs



- Co-founder of 3 companies Certified executive project manager Led
- MechEng dep't at fuel cell startup
- Experienced Industrial Design professional



**Vitaliy Pereverzev**  
CleanTech - 15 yrs



- Entrepreneur and financier
- Co-founder of 3 technology companies
- MIT - BS EECS
- Harvard Business School - MBA



**Matt Graham**  
Engineering - 25 yrs



- Electric vehicle enthusiast
- Built the fastest custom-made EV
- Co-founder of 2 technology companies



**Dimitar Stoimenov, CFA**  
Corp. Finance - 12 yrs



- Experienced finance professional
- Investment banking
- Leveraged finance
- Business development
- Management consulting

# Contact Us



4600 Georgia Ave, North Building  
West Palm Beach, FL 33405  
[www.infrasite.com](http://www.infrasite.com)

**Kevin Aycock**

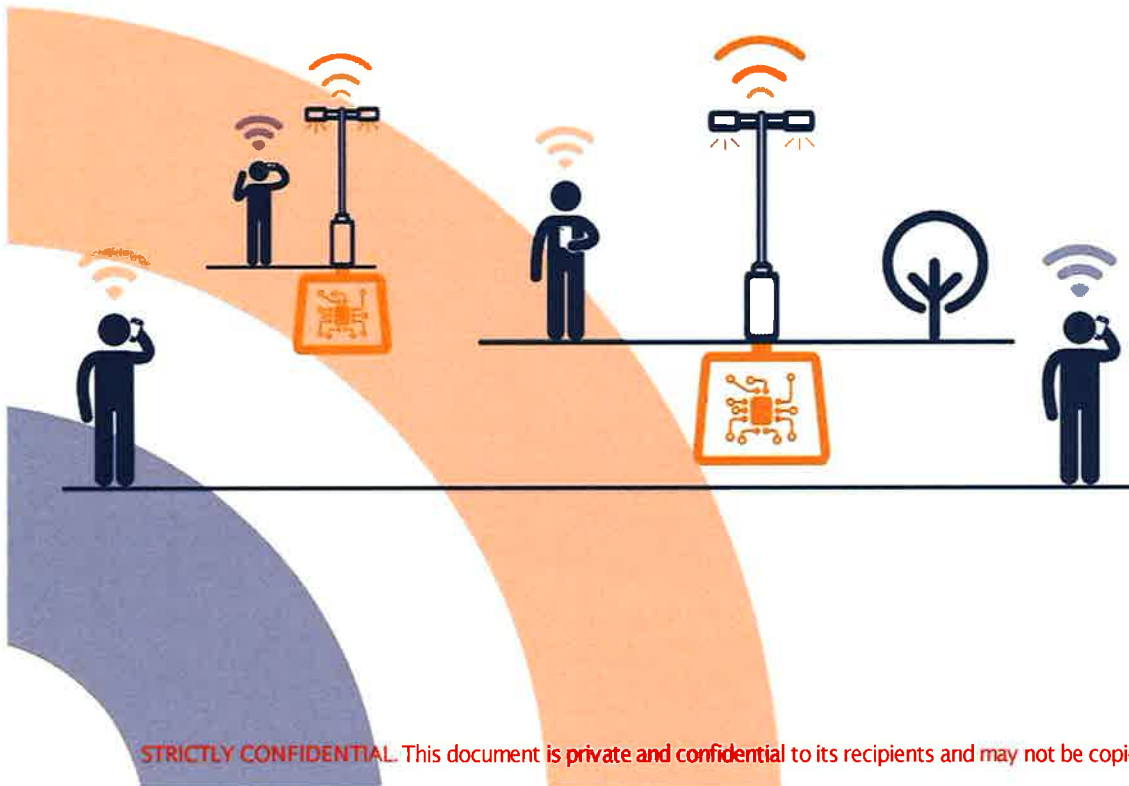
[kevin@infrasite.com](mailto:kevin@infrasite.com)

772 370 9819

**Vitaliy Pereverzev**

[vitaliy@infrasite.com](mailto:vitaliy@infrasite.com)

617 688 2327





# Proactive Approach to Public Safety

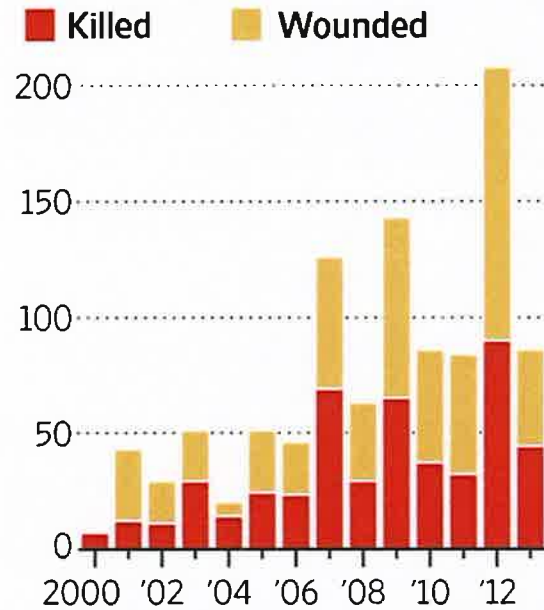
**InfraSite**<sup>™</sup>  
Infrastructure Solutions

Materials for discussion

March 2019

# Sad Reality of Active-Shootings

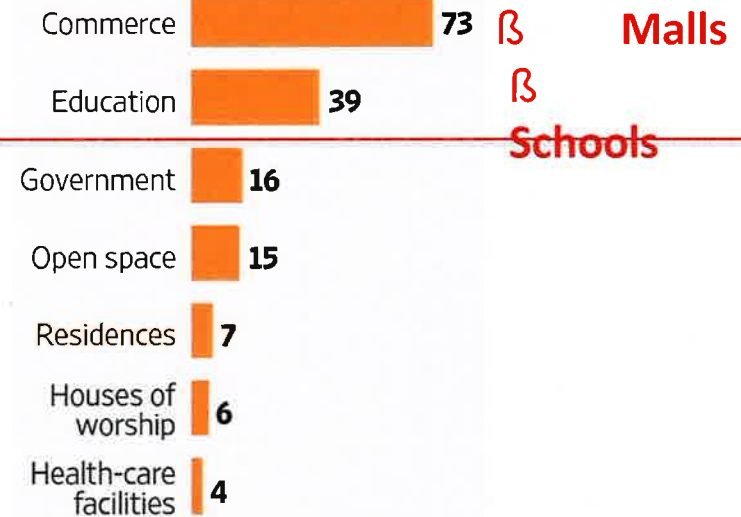
## Casualties in active-shooter incidents



Source: Federal Bureau of Investigation  
The Wall Street Journal

## Deadly Encounters

Active-shooter incidents  
2000-13, by location type



Source: Federal Bureau of Investigation  
The Wall Street Journal

According to the FBI, *more* gunmen have tried to kill *large* numbers of people in public in recent years, with shooters seeking '*an act of catastrophic violence.*'

# Growing Need for Proactive Protection

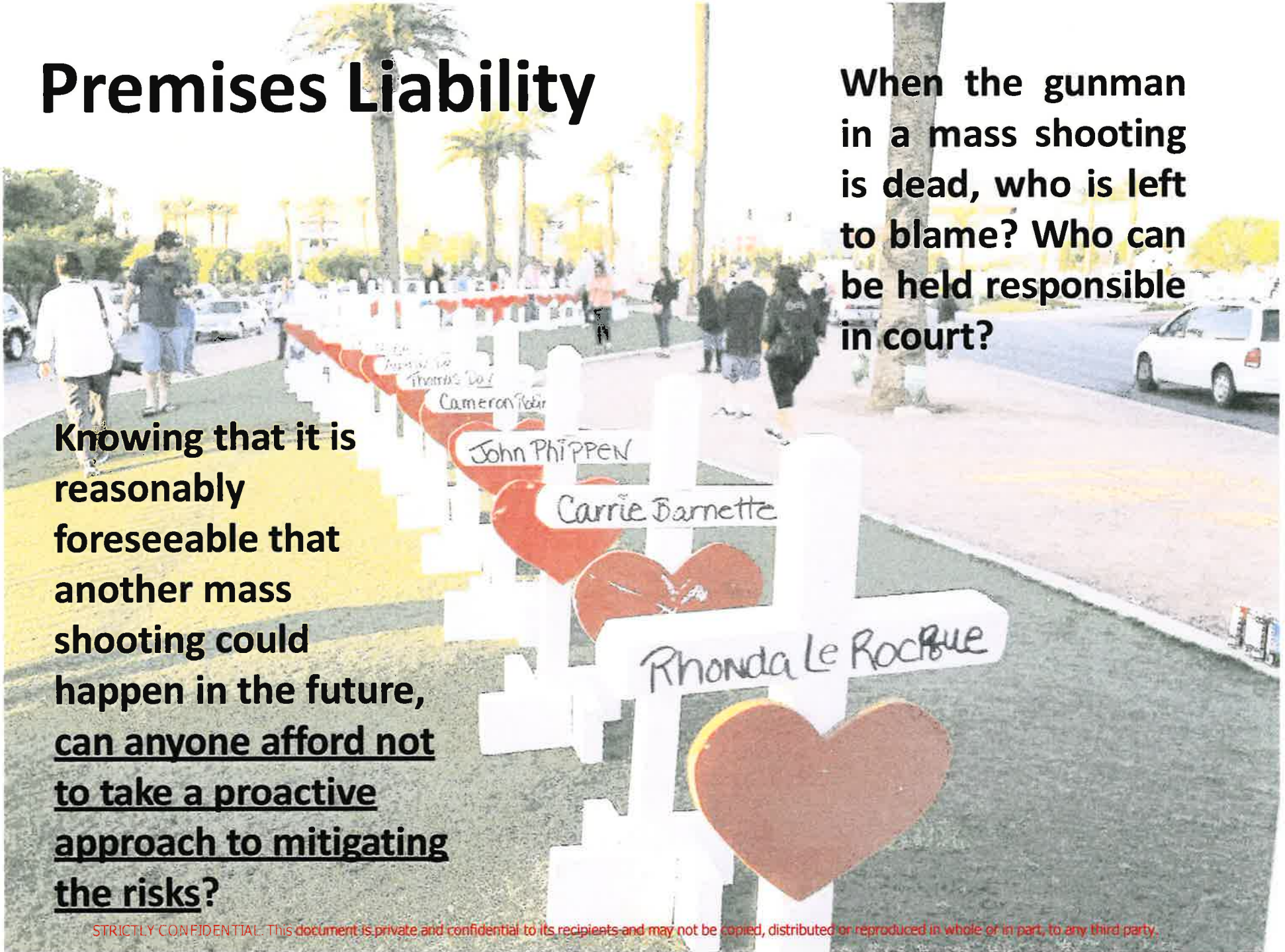
- Schools
- Government centers
- Malls
- Houses of worship

# Premises Liability

When the gunman in a mass shooting is dead, who is left to blame? Who can be held responsible in court?

Knowing that it is reasonably foreseeable that another mass shooting could happen in the future, can anyone afford not to take a proactive approach to mitigating the risks?

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# Time is of the Essence



- Having enough critical equipment on site and
- Being prepared in advance  
are *key factors* to effective response

# Examples of Tactical Tools and Gear



Breaching gear



Emergency first responder gear and medical supplies



Gas masks



Ballistic shields



Foldable stretchers



Bomb blanket

# Key Features

InfraSite allows law enforcement to:

1. Respond faster on scene
2. Support a large number of police / security officers, including off-duty officers
3. Serve a large number of victims in a timely manner

# Flexible and Secure Access Options

## Variety of access options

- Emergency keys on site
- 2-factor verification
- Mobile access
- Proximity-based access
- Dispatch access



## Subgrade enclosure with robust off the shelf systems

### Questions

- Maintenance
- Controls
- Loss of grid power
- Location



### Answers

- Maintained by InfraSite
- Redundant systems
- Batteries / generator
- Flexible





Exhibit "B"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 17, 2019

Agenda Item No. Tab 7

Agenda Title: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, APPROVING A SPECIAL EXCEPTION USE FOR A MICROBREWERY ESTABLISHMENT TO BE LOCATED AT 796 10TH STREET (UNIT #798); AND PROVIDING FOR AN EFFECTIVE DATE.

- Special Presentation/Reports, Board Appointment, Ordinance, New Business - Discussion Item, Consent Agenda, Old Business

Other: Quasi-Judicial Public Hearing Resolution. Approved by Town Manager [Signature] Date: 4-9-19

Nadia Di Tommaso / Community Development Director

Table with 3 columns: Originating Department (Community Development), Costs (Legal Review and Legal Ad), Attachments (Staff Report, Resolution, etc.), Advertised (Date, Paper), and Yes I have notified everyone.

Summary Explanation/Background:

Please refer to the Staff Report.

Recommended Motion: I move to "APPROVE" the special exception for Coastal Karma at 796 10th Street (Unit #798) in the Town of Lake Park, Florida.



**Town of Lake Park**  
**TOWN COMMISSION**  
**Meeting Date: April 17, 2019**

**SPECIAL EXCEPTION APPLICATION FILED BY COASTAL KARMA BREWING  
 FOR THE SPECIAL EXCEPTION USE OF A 4,888 SQUARE FOOT  
 MICROWBREWERY AT 796 10<sup>TH</sup> STREET (UNIT #798), LAKE PARK, FLORIDA**

**BACKGROUND INFORMATION:**

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**Applicant:** Coastal Karma Brewing  
**Owner:** Geneva Park LLC  
**Site:** 796 10<sup>th</sup> Street (legal address of the property is 796 10<sup>th</sup> Street –  
 Coastal Karma will occupy Unit #798)  
**Net Acreage:** 2.2886 acres (Overall: 26,182 SF)  
 Coastal Karma (4,888 SF)  
**Legal Description (from PAPA):** CITY SQUARE TR A (LESS NLY 277 FT)  
 MEAS ALONG E LI  
  
**Current Zoning:** C-2 Business District  
  
**Future Land Use Map (FLUM)  
 land use category:** Commercial

**Adjacent Zoning Designation**

**North:** C-2 Business District  
**South:** Park Avenue Downtown District (PADD)  
**East:** C-1 Business District  
**West:** Campus Light Industrial and Commercial (CLIC)

**Adjacent Land Use Designation**

**North:** Commercial  
**South:** Commercial  
**East:** Commercial  
**West:** Commercial/Light  
 Industrial

**Planning & Zoning Board:** The Board considered this application at their meeting of April 1, 2019 meeting and recommended approval at a vote of (4-0). There was some discussion with the owners of Coastal Karma in terms of how long they have been brewing beer (12 years) and whether they would consider doing special events (which they will and apply for accordingly). There was also a question to staff regarding the sequence for the Town Code text amendments to incorporate the microbrewery special exception use in the C-2 district and staff explained the text amendments would be presented prior this special exception application to the Town Commission on April 17 to ensure the amendments are adopted (first) so that the special exception application can then be considered.



Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019

FIGURE 1: Aerial View





Town of Lake Park  
 TOWN COMMISSION  
 Meeting Date: April 17, 2019

FIGURE 2: Town Zoning Map



## Lake Park Zoning Map



**Legend**

- Town Boundary
- Parcel and Development Owners
- NBDC Overlay
- CRA Overlay
- Antiflood Resistant (dry) Uses Use District Overlay

**Zoning**

- |                      |                               |   |  |  |
|----------------------|-------------------------------|---|--|--|
| C1 BUREAU DISTRICT   | COMMERCIAL DISTRICT           | CIVIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL DISTRICT | R1A SINGLE FAMILY RESIDENCE DISTRICT   | R2A MULTIPLE FAMILY RESIDENCE DISTRICT   |
| C2 BUSINESS DISTRICT | COMMERCIAL MIXED USE DISTRICT | PAZO PARK AERIAL COMMUNITY DISTRICT                 | R1B MULTIPLE FAMILY RESIDENCE DISTRICT | R2B TRADITIONAL NEIGHBORHOOD DEVELOPMENT |
| C3 BUSINESS DISTRICT | P PUBLIC DISTRICT             |   | R1B SINGLE FAMILY RESIDENCE DISTRICT   |  |
| C4 BUSINESS DISTRICT |                               |   | R1B TWO FAMILY RESIDENCE DISTRICT      |  |
|                      |                               |   | R2A MULTIPLE FAMILY RESIDENCE DISTRICT |  |

Location of site



Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019

FIGURE 3: Town Future Land Use Map (FLUM)



## Lake Park Future Land Use Map



**Legend**

TOWN BOUNDARY	COMMERCIAL	COMMERCIAL AND LIGHT INDUSTRIAL	PUBLIC BUILDINGS & SERVICES	RESIDENTIAL LOW DENSITY
COMMITTEE	CONSERVATION	MIXED RESIDENTIAL AND COMMERCIAL	RECREATION OVERLAY	RESIDENTIAL MEDIUM DENSITY
AMPHIBIOUS	FEDERAL HIGHWAY LIMITED USE	OTHER PUBLIC FACILITIES	SINGLE-FAMILY RESIDENTIAL	RESIDENTIAL HIGH DENSITY
DATE				

Location of site



**Town of Lake Park**  
**TOWN COMMISSION**  
**Meeting Date: April 17, 2019**

**SUMMARY OF REQUEST:**

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Coastal Karma Brewing is interested in opening their first Microbrewery in the Town of Lake Park. Their management team is comprised of the Head Brewer/Owner, Charles Chase and Operations Manager/Owner, Sara Mahoney. Charles Chase has 12 years of brewing experience and has participated in several events, winning many prizes. Sara Mahoney has 10 years of restaurant management experience. Together, they were drawn to Lake Park because of our downtown area, our vision, and community atmosphere.

The Town is currently undergoing Town Code text amendments for the C-2 Business District so as to allow Microbreweries as special exception uses. The Planning & Zoning Board rendered a favorable recommendation for this change at their Special Call Meeting of March 5, 2019. These amendments are moving forward to the April 3 and 17 Town Commission meetings and will need to be adopted prior to this Special Exception agenda item being considered by the Town Commission.

A Microbrewery is proposed as the following:

Microbrewery. Is an establishment that manufactures and sells beer products in conjunction with an accessory use such as a restaurant, tasting room, or other retail sales. A microbrewery may only be located within the boundaries of the Town's Community Redevelopment Area. In addition to meeting the land development regulations for the use of a restaurant, tasting room, or retail use types in the appropriate zoning District, a microbrewery shall comply with the following:

1. The microbrewery shall produce no more than 15,000 barrels (465,000 US gallons/17,602.16 hectoliters) of beer per year;
2. This use shall be permitted only in conjunction with the use of restaurant with a tasting room or retail sales and service:
  - (a) No more than 75 percent of the total gross floor space of the establishment shall be used to brew beer including, but not limited to, the brewing house, boiling and water treatment areas, bottling and kegging lines, malt milling and storage, fermentation tanks, conditioning tanks and serving tanks;
  - (b) The façade of an interior accessory use(s) (examples listed hereinabove) shall be oriented toward the street, and, if located in a shopping center, to spaces of public access;
  - (c) Pedestrian connections shall be provided between public sidewalks and the primary entrance(s) to any accessory use(s).
3. All mechanical equipment visible from the street, or public right-of-way, an adjacent residential use or residential zoning district shall be screened using architectural features consistent with the principal structure;
4. Access and loading bays shall not be located along primary facades.
5. Access and loading bays facing any street, adjacent residential use or residential zoning district, shall have the doors closed at all times, except during the movement of raw materials used for brewing, and finished products into and out of the building;



**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**

6. Service trucks for the purpose of loading and unloading materials and equipment are prohibited between the hours of 8:00 a.m. and 8:00 p.m. Monday through Saturday and between 11:00 a.m. and 7:00 p.m. on Sundays and national holidays;
7. No outdoor storage of portable storage units, cargo containers, or permanent parking of tractor trailers, is permitted except spent or used grain may be stored outdoors for more than 24 hours consecutively. The temporary storage area of spent or used grain shall be:
  - (a) Designated on the approved site plan;
  - (b) Permitted within the interior side or rear yard or within the minimum building setbacks;
  - (c) Prohibited within any yard directly abutting a residential use or a residential zoning district;
  - (d) Fully enclosed within a suitable container, secured and screened behind a solid, opaque fence or wall measuring a minimum five feet in height.

Please refer to the enclosed narrative and floor plan from the Applicant, along with a copy of the site survey that identifies the existing 97 front and side parking spaces, inclusive of 5 ADA spaces (with an additional 15+ spaces in the rear if needed). The center is generally parked at 4-5 spaces per thousand square feet and is able to accommodate retail sales and similar type operations.

The Applicant is not proposing any major changes to the exterior of the site since parking, landscaping, and lighting are already in existence. They are however proposing the interior reconfiguration of the 4,888 square foot unit pursuant to their proposed site plan and a building permit application will be submitted by their contractor. A traffic analysis was also submitted and indicates that the use is expected to generate a decrease in total PM peak hour trips, compared general retail use occupying the entire space (copy is enclosed).





Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019

**FIGURE 4: Existing Site Views**





**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**





**Town of Lake Park**  
**TOWN COMMISSION**  
**Meeting Date: April 17, 2019**

## **ANALYSIS OF SPECIAL EXCEPTION CRITERIA**

*The six criteria (Town Code Section 78-184) required for the granting of a Special Exception and staff comments to each are as follows:*

---

### **Criteria 1**

*The proposed special exception use is consistent with the goals, objectives, and policies of the Town's Comprehensive Plan.*

#### **Applicable Goals and Objectives:**

Chapter 3 Future Land Use, Objective 1, Policy 1.1: j. Encourage redevelopment, renewal or renovation, that maintains or improves existing neighborhoods and commercial areas;  
l. Facilitates the achievement of economic development, historic preservation, resource preservation, and other key goals.

Chapter 3 Future Land Use, Objective 5: As a substantially built-out community in an urbanized area, the Town shall promote redevelopment and infill development in a manner that is considerate to existing neighborhoods and uses, the built and natural environments, and neighboring jurisdictions.

#### ***STAFF COMMENTS***

The proposed special exception use is consistent with the Comprehensive Plan as it will facilitate economic development and provide for site improvements to an existing developed site. The proposed use is compatible with the surrounding businesses and with the overall vision of our downtown area which is adjacent to the site on the south side. The Microbrewery owners are proposing to work with the community in synergizing with existing businesses in an attempt to further revitalize the area. This project also has the potential of attracting additional uses to the site and nearby area that will work in conjunction with the Microbrewery.

***FINDING: CRITERIA MET***



**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**

**Criteria 2:**

*The proposed special exception is consistent with the land development and zoning regulations and all other portions of this code.*

**Staff Comments**

Parking:	The Microbrewery is proposing an indoor beer manufacturing area similar to a warehouse space (approximately 2,640 SF), along with a retail sales area (approximately 2,250 SF). Per Section Town Code Table 78-142, a warehouse requires a total of 1 parking space per 2,000 SF (total of 2 required spaces if rounded up), plus 5 spaces per 1,000 SF of retail (total of 11 required parking spaces), plus 2 employees at maximum shift (total of 2 required spaces)...for a total of 15 required parking spaces which the center can accommodate. Of the 26,182 total square footage, Coastal Karma will occupy 4,888 SF, leaving 21,294 SF of remaining space and an additional 80+ parking spaces to accommodate the remaining square footage and its end users.
Display area:	The front portion of the Microbrewery will consist of customer service area per the proposed floor plan. The back portion will hold the brewing operations with an ability to provide a public viewing area.
Landscaping:	Existing onsite and will be maintained by the Property Owner.
Building Height, Size, Setbacks:	Existing and compliant with the C-2 District regulations as it relates to lot coverage, height and setbacks. Applicant is not proposing any exterior alterations or additions.
Signage:	An existing monument sign is located onsite and the Applicant will utilize space on the existing monument sign to advertise their business. A wall sign will also be applied for through a signage permit application in the future.
Drainage	No changes proposed.

**Conditions of Approval Proposed by Staff:**

- (1) The Property Owner will be required to install High-definition security cameras that provide facial recognition. These cameras shall be permitted, installed and inspected prior to the issuance of a Business Tax Receipt for Coastal Karma.**

***FINDING: CRITERIA MET with Condition of Approval proposed by Staff.***



**Town of Lake Park**  
**TOWN COMMISSION**  
**Meeting Date: April 17, 2019**

**Criteria 3**

*The proposed special exception use is compatible with the character and use (existing and future) of the surrounding properties in its function; hours of operation; type and amount of traffic to be generated; building location, mass, height and setback; and other relevant factors peculiar to the proposed special exception use and the surrounding property.*

**Staff Comments**

**Function and Impact::**

The Site is located in the C-2 Business District, which provides for a wide variety of commercial uses including offices, appliance stores, grocers, personal service uses. The activities on the site are compatible with the character and uses of the surrounding commercial properties. The operator intends to form partnerships with local businesses so as to work together and exchange services. The Microbrewery will likely attract additional, compatible uses, such as restaurants, to the area.

The use will not have any exterior/outdoor impacts since outdoor storage is not being proposed. The brewing process does not emit any offensive odor and will not be a disruption at all. A small outdoor seating area may be proposed in the future if the site permits. The property is surrounded by commercial uses, with the railroad located on the back side.

**Hours of Operation:**

The business proposes to operate daily similar to other nearby businesses, such as the restaurants on Park Avenue. Monday – Thursday: 12-10 PM; Friday – Saturday: 12-11 PM; and Sunday: 1 – 8 PM).

**Traffic:**

The Applicant’s traffic analysis concludes that the use of a Microbrewery will result in a decrease of (7) PM peak hour trips and that consequently, a Traffic Performance Standards review by Palm Beach County is not needed.

**Location\Mass\ Setbacks:**

The existing building is compatible with the surrounding area and has been in existence since 1963.

**Future Land Use:**

The Site’s future land use is designated as *Commercial* which is defined by the Comprehensive Plan as” Lands and structures devoted primarily to the delivery, sale or otherwise transfer of goods or services on a retail basis, with a maximum F.A.R. of 2.0. This category also includes personal and professional services. Public schools are a permitted use within this land use designation”

A Microbrewery is consistent with the land use designation.

The proposed special exception use is compatible and complimentary to the existing and future uses and character of the surrounding properties.

***FINDING: CRITERIA MET***



**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**

**Criteria 4**

*The establishment of the proposed special exception use in the identified location does not create a concentration or proliferation of the same or similar type of special exception use, which may be deemed detrimental to the development or redevelopment of the area in which the special exception use is proposed to be developed.*

**Staff Comments**

There are currently no other Microbreweries in the area or in the Town. One is proposed along the 7<sup>th</sup> block of Park Avenue and should be coming online later this year. Microbreweries in proximity to one another actually benefit operations rather than hinder them because they create an attractor that draws patrons to the area.

***FINDING: CRITERIA MET***



**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**

**Criteria 5**

*The proposed special exception use does not have a detrimental impact on surrounding properties based on: (a) The number of persons anticipated to be using, residing, or working on the property as a result of the special exception use; (b) The degree of noise, odor, visual, or other potential nuisance factors generated by the special exception use; and, (c) The effect on the amount and flow of traffic within the vicinity of the proposed special exception use.*

**Staff Comments**

- a. The Applicant indicates that there will be minimal staff on the site (maximum of 2 full time employees consisting of the owners to start). Part-time employees may be hired moving forward and for special events that will be applied for in advance.
- b. Impacts to noise, odor, visual or other potential nuisance factors are not anticipated.
- c. The Applicant's traffic analysis concludes that the use of a Microbrewery will result in a decrease of (7) PM peak hour trips and that consequently a Traffic Performance Standards review by Palm Beach County is not needed. The existing driveway connections will remain as-is and the site provides adequate parking and circulation. Two loading areas are available onsite in the rear and along the east side as identified on the survey.

The proposed special exception, if approved, is not anticipated to create a nuisance, nor have any detrimental impacts on surrounding properties.

***FINDING: CRITERIA MET***



**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**

**Criteria 6**

*That the proposed special exception use: (a) Does not significantly reduce light and air to adjacent properties, (b) Does not adversely affect property values in adjacent areas, (c) Would not be a deterrent to the improvement, development or redevelopment of surrounding properties in accord with existing regulations, (d) Does not negatively impact adjacent natural systems or public facilities, including parks and open spaces, (e) Provides pedestrian amenities, including, but not limited to, benches, trash receptacles, and/or bicycle parking.*

**Staff Comments**

Staff findings for Criteria 6 are as follows:

- (a) The proposed special exception use **will not** reduce light or air to adjacent properties since the application does not propose any additions or exterior renovations that will alter building height and mass.
- (b) The proposed special exception use **will not** adversely affect property values in the surrounding areas.
- (c) The proposed special exception use **will not** be a deterrent to the improvement, development or redevelopment of surrounding properties. It may help to encourage new business location in the area.
- (d) The proposed special exception use **will not** have a negative impact on adjacent natural systems or public facilities as there are no adjacent natural areas or public facilities.
- (e) The Applicant proposes an exterior bike rack and possibly some outdoor seating if the existing area can accommodate the seating.

**Conditions of Approval Proposed by Staff:**

- (2) A bike rack and outdoor seating, or a bench, if outdoor seating cannot be accommodated, shall be included in building permit and installed prior to the issuance of a Business Tax Receipt for Coastal Karma.**

***FINDING: CRITERIA MET with Condition of Approval proposed by Staff.***





**Town of Lake Park  
TOWN COMMISSION  
Meeting Date: April 17, 2019**

*\*\*A public notice was advertised in the Palm Beach Post on March 22, 2019 and certified letters to all property owners within 300 feet of the Subject Property were mailed on March 22, 2019\*\**

**FINDINGS OF FACT AND STAFF RECOMMENDATION**

---

Staff finds that this application for a special exception use meets each of the six criteria required for the granting of a special exception use. Staff recommends **APPROVAL** with the following conditions:

1. The Owner shall install upon the Subject Property high-definition security cameras that provide facial recognition. These cameras shall be installed and receive all appropriate permits prior to the issuance of a Business Tax Receipt for Coastal Karma.
2. The Owner shall install upon the Subject Property a bike rack and outdoor seating, or subject to the approval of the Department of Community Development, a bench, if outdoor seating cannot be accommodated, shall be installed (and permitted as needed) prior to the issuance of a Business Tax Receipt for Coastal Karma.

**RESOLUTION 38-04-19**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, APPROVING A SPECIAL EXCEPTION USE FOR A MICROBREWERY ESTABLISHMENT TO BE LOCATED AT 796 10<sup>TH</sup> STREET (UNIT #798); AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Coastal Karma Brewing, ("Applicant") has submitted an application for a special exception use of a microbrewery to be located at 796 10<sup>th</sup> Street, Unit #798 ("Subject Property") in the Town of Lake Park, Florida (Town); and

**WHEREAS**, the Subject Property is currently owned by Geneva Park, LLC ("Owner"); and

**WHEREAS**, the Subject Property is located within the Town's C-2 Business District, and

**WHEREAS**, the Town's Planning and Zoning Board has reviewed the Application and has recommended its approval to the Town Commission; and

**WHEREAS**, the Town Commission has conducted a quasi-judicial hearing to consider the Application; and

**WHEREAS**, at the hearing, the Town Commission considered the evidence presented by the Town staff, the Applicant, and members of the public, regarding the Application's consistency with the Town's Comprehensive Plan; and

**WHEREAS**, at the hearing, the Town Commission considered whether the Application met the Special Exception criteria as set forth in Section 78-184 of the Town's Land Development Regulations, and

**WHEREAS**, at the hearing the Town Commission determined that certain conditions would be necessary in order for the Application to meet the special exception criteria of Section 78-184, and the Town's Land Development Regulations; and

**WHEREAS**, the Applicant, the Property Owner, and their successors and assigns shall be subject to the conditions contained in Section 2 of this Resolution.

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

**Section 1:** The whereas clauses are incorporated herein as the findings of fact and conclusions of law of the Town Commission.

**Section 2.** The Town Commission hereby approves the application for the special exception use of a microbrewery subject to the following conditions:

1. The Owner shall install upon the Subject Property high-definition security cameras that provide facial recognition. These cameras shall be installed and receive all appropriate permits prior to the issuance of a Business Tax Receipt for Coastal Karma.
2. The Owner shall install upon the Subject Property a bike rack and outdoor seating, or subject to the approval of the Department of Community Development, a bench, if outdoor seating cannot be accommodated, shall be installed (and permitted as needed) prior to the issuance of a Business Tax Receipt for Coastal Karma.

**Section 3:** This Resolution shall become effective immediately upon execution.



TOWN OF LAKE PARK  
COMMUNITY DEVELOPMENT DEPARTMENT

**APPLICATION FOR SPECIAL EXCEPTION REVIEW**

Applicant/Agent: Charles L Chase

Address: 14811 69th Dr. N Palm Beach Gardens, FL 33418

Telephone: 561-670-0677 Fax: NA

E-mail: CoastalKarmaBrewing@yahoo.com

- Tenant Owner
- Agent (Attach Agent Authorization Form)

Owner's Name (if not Applicant): Geneva Park LLC

Address: 2150 SW 10th St., Suite B, Deerfield Beach, FL

Telephone: 954-617-8110 Fax: 561-826-9356 33442-7626

E-Mail: jarred@genevarealestateholdings.com  
(Jarred Elmer - Managing Partner)

Property Location: 798 10th St Lake Park, FL 33403

Legal Description: Micro Brewery

Property Control Number: 36-43-42-20-06-001-0010

Future Land Use: Commercial Zoning: CZ

Acreage: 2.2886 Square Footage of Use: 4,888

Proposed Use: Micro Brewery

Community Development  
MAR 06 2019  
received

**Zoning/Existing Use of Adjacent Properties:**

North: \_\_\_\_\_ South: \_\_\_\_\_

East: \_\_\_\_\_ West: \_\_\_\_\_

**APPLICATION REQUIREMENTS:**

1. Please discuss how the Special Exception use is consistent with the goals, objectives, and policies of the Town's Comprehensive Plan.

*please see attachment*

2. Please discuss how the proposed Special Exception is consistent with the land development and zoning regulations and all other portions of the Town of Lake Park Code of Ordinances.

*please see attachment*

3. Please explain how the proposed Special Exception use is compatible with the character and use (existing and future) of the surrounding properties in its function; hours of operation; type and amount of traffic to be generated; building location; mass; height and setback; and other relevant factors peculiar to the proposed Special Exception use and the surrounding property.

*please see attachment*

4. Please explain how the establishment of the proposed Special Exception use in the identified location does not create a concentration or proliferation of the same or similar type of Special Exception use, which may be deemed detrimental to the development or redevelopment of the area in which the Special Exception use is proposed to be developed.

*please see attachment*

5. Please explain how the Special Exception use does not have a detrimental impact on surrounding properties based on; (a) The number of persons anticipated to be using, residing, or working on the property as a result of the Special Exception use; (b) The degree of noise, odor, visual, or other potential nuisance factors generated by the Special Exception use; (c) The effect on the amount and flow of traffic within the vicinity of the proposed Special Exception use.

*please see attachment*

6. Please explain how the proposed Special Exception use meets the following requirements; (a) does not significantly reduce light and air to adjacent properties; (b) does not adversely affect property values in adjacent areas; (c) would not be deterrent to the improvement, development or redevelopment of surrounding properties in accord with existing regulations; (d) does not negatively impact adjacent natural systems or public facilities, including parks and open spaces; and (e) provides pedestrian amenities, including, but not limited to, benches, trash receptacles, and/or bicycle parking.

*please see attachment*



**PLEASE DO NOT DETACH FROM APPLICATION.**

**SIGNATURE REQUIRED BELOW.**

Please be advised that Section 51-6 of the *Town of Lake Park Code of Ordinances* provides for the Town to be reimbursed, in addition to any application or administrative fees, for any supplementary fees and costs the Town incurs in processing development review requests.

These costs may include, but are not limited to, advertising and public notice costs, legal fees, consultant fees, additional Staff time, cost of reports and studies, NPDES stormwater review and inspection costs, and any additional costs associated with the building permit and the development review process.

For further information and questions, please contact the Community Development Department at 561-881-3318.

I, Charles L Chase, have read and understand the regulations above regarding cost recovery.

Charles L Chase  
Property Owner Signature

3-6-19  
Date

tenant

- 1) Coastal Karma Brewing is hoping to bring new light to Lake Parks Downtown area. We are committed to brewing great beers and providing support within our community. One of the many ways we plan to do this is by build strong relationships with the local businesses in Lake Park. As we reach out to local contractors, engineers, and insurances agencies to support our business, we are also searching for local shops and artists to help with our vision in the décor of the Taproom. As we continue to proceed and get closer to opening we will be looking to connect with local food venues and events to promote our product and theirs within our brewery. Another example of the commitment and dedication we plan to bring forth is with a monthly local fundraiser. Each month a different cause we will focus on to raise money and awareness. We plan to do this by brewing a monthly specialty beer, offering a monthly karma (donation based) yoga class guided by a certified and insured instructor and a monthly special event where we will offer local small businesses a chance to join us in bringing awareness to the focused cause.  
We also hope to support AJ at Brew House Gallery which is located on Park Avenue just around the corner of Coastal Karma Brewery by bringing more craft beer drinkers into the area, allowing both businesses to coincide and feed off of each other.  
Being located in Lake Parks downtown we will focus on promoting business in all the downtown shops, galleries, restaurants, etc by offering a discount to our patrons that have frequented a downtown business.
- 2) Our property at 798 10<sup>th</sup> street is currently in C-2 Zoning, we are looking for guidance and support as we move forward in our licensing and renovations projects. With respect and attention to all code ordinances and applying for the Special Exception Approval for our property.
- 3) Coastal Karma Brewing will be the anchor store occupying just under 5,000 sq feet of a 25,000 sq foot shopping plaza. The plaza has convenient and ample parking, as well as an easily accessible location. We hope to continue to bring convenience, exceptional customer service and camaraderie to patrons and local businesses alike. As a brewery we look forward to bringing young and old, local and tourist into the area. Just as the Bingo Hall and Nightclub did prior to us in the same location.
- 4) We will be the first brewery opening in Lake Park so there will be no proliferation.
- 5) As Coastal Karma Brewery opens we will maintain 2 full time employees, the 2 owners of the company. While we do have plans to hire 1 to 2 part time employees to assist during busy days, hours and special events. As we grow and establish ourselves in Lake Park we will continue to hire a staff to ensure our guests are receiving exceptional service. With the exception of approved monthly special events to raise awareness and support our monthly charities, there will be little to no outdoor noise. We do not have an outdoor area other than perhaps a few small tables and chairs. The outside area of the property will be maintained daily and through out service to ensure cleanliness.



**During the brewing process no offensive odor will be omitted outdoors that would disrupt the our neighboring business or patrons.**

- 6) Coastal Karma Brewing is looking to support and promote local businesses by introducing a diverse clientele to the downtown area. Coastal Karma Brewery plans to provide quaint minimal outdoor seating. We also want to ensure we have suitable and secure bicycle racks available for our patrons and the patrons of the neighboring businesses. Coastal Karma Brewing will discourage smoking and have vowed to maintain a welcoming clean outdoor areas that will be associated with our location.**



Coastal Karma Brewing  
798 10<sup>th</sup> street  
Lake Park, FL 33403  
(561) 670-0677

Coastal Karma Brewing Company has been a dream since 2012; when I first started my brewery concept. Coastal Karma Brewing has a mission and a concept that will inspire the beer world, transform our community and provide prosperity to our investors.

The main focus of our brewery is to produce great beer with the finest ingredients and provide the best customer service and experience that is possible through our taproom and brewery. Our passion for craft beer and customer service will allow our staff to greet its customers with a smile and provide customers with the education and knowledge to inspire them to broaden their craft beer indulgences.

Coastal Karma's second focus will be on the community of which it calls home, Lake Park, Florida. This brewery will provide local and national charity donations, support local businesses, help local residents, and support local churches. Strengthening and improving our community will increase our sales and improve our brand loyalty with our customers both local and statewide.

Coastal Karma Brewery is committed to brewing great beer and providing support within the community that we are located. This support will be demonstrated in our leadership within the beer community and our local community. Exceeding customer expectations with exceptional customer service is our commitment to our patrons as well. When we're not making great beer we're looking for ways to better the community of Lake Park where our brewery is based in.

Our management team is composed of two key members. Head Brewer/Owner, Charles Chase. Charles Chase has 12 years brewing experience, 2 years bar management experience, and 4 years Craft beer distribution sales representative experience. Charles brings his artistic visions to life in each beer. Blending together the most unique ingredients to create one of a kind flavors and recipes. Operations Manager/Owner, Sara Mahoney. Sara Mahoney has 10 years of Restaurant Management experience. Bringing to the table the knowledge needed to maintain a successful business, while finding the balance of a fun lighthearted work environment. Together this team will work hand in hand to plan monthly special events and festivals, organize charities and fundraisers, and build Coastal Karma Brewery into a memorable destination location.

**As the brewery grows the need for a management team will eventually be a reality but not until the brewery is over 1500 barrels a year.**



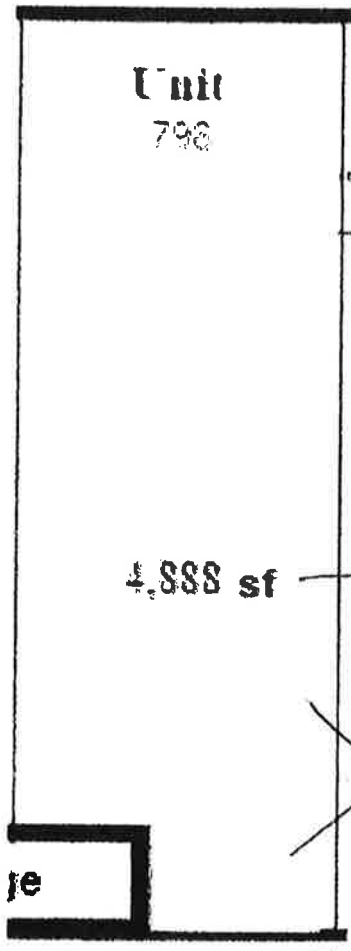
**EXHIBIT A**  
**Suite A-1**  
**(Page 1 of 2)**

**SITE PLAN SHOWING THE PREMISES**

\* exterior mechanical equipment or storage is not proposed \*

\* final floor plan will be submitted with building permit for interior renovations \*  
(preliminary plan on following page)

Exterior walkway connecting pedestrians already in place



near (loading/unloading functions)

4,888 sf → max. 3,666<sup>(75%)</sup> sf will be used for brewing functions

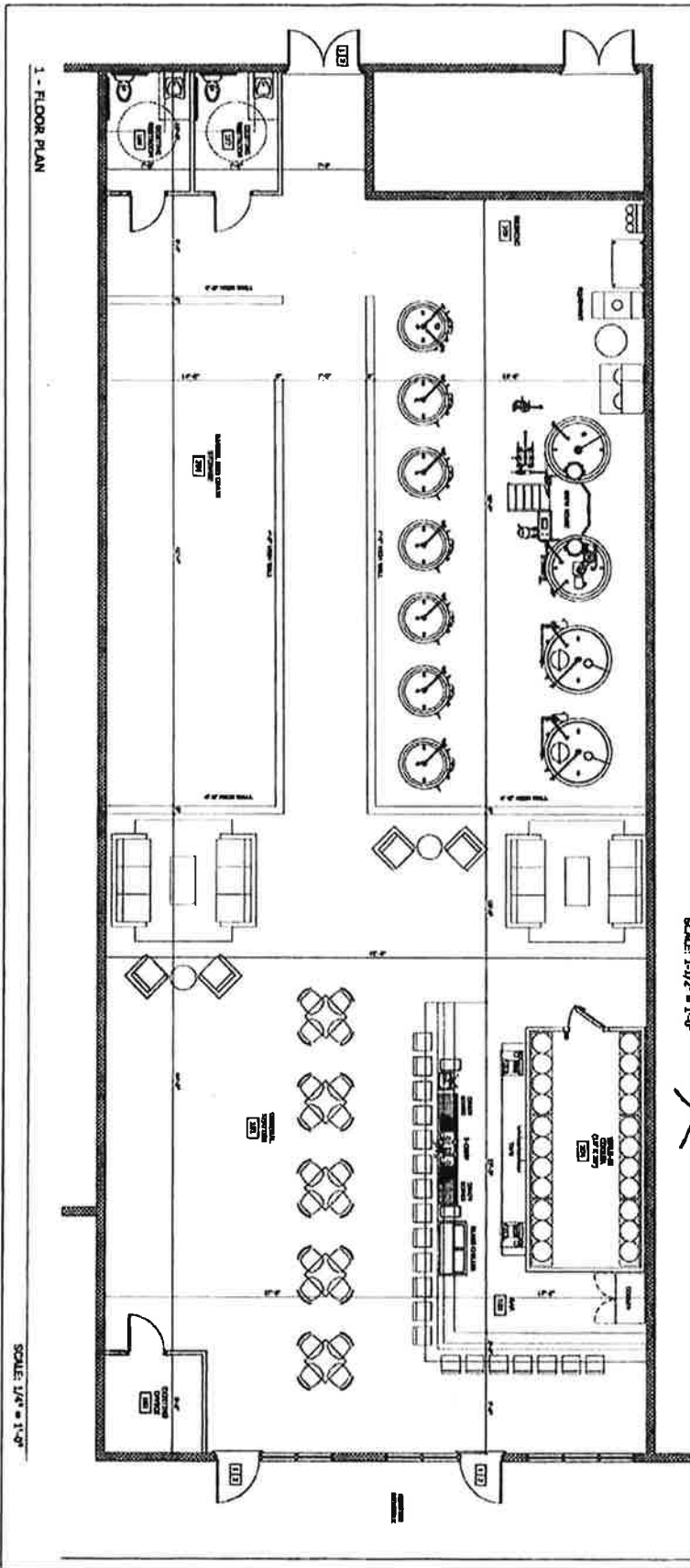
tables & chairs (retail sales)  
↳ minimum 1,222 sf will be used for retail sales  
(community partners will be used for food delivery)

Initial  
Sudford

6

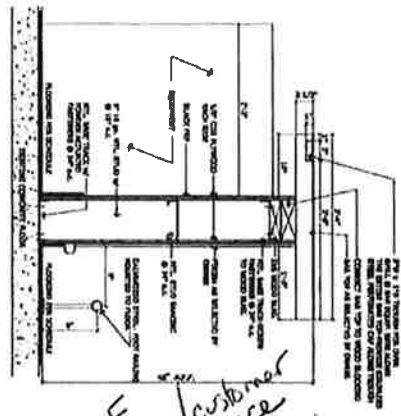
Initial  
Tenant

Tenant



2 - BAR SECTION

SCALE: 3/4" = 1'-0"



*~ 2,250 SF of retail sales / customer service area*

**WALL LEGEND**

1. 1/2" GYP BOARD ON 2" X 4" STUDS  
2. 5/8" GYP BOARD ON 2" X 4" STUDS  
3. 1/2" GYP BOARD ON 2" X 4" STUDS  
4. 1/2" GYP BOARD ON 2" X 4" STUDS  
5. 1/2" GYP BOARD ON 2" X 4" STUDS  
6. 1/2" GYP BOARD ON 2" X 4" STUDS  
7. 1/2" GYP BOARD ON 2" X 4" STUDS  
8. 1/2" GYP BOARD ON 2" X 4" STUDS  
9. 1/2" GYP BOARD ON 2" X 4" STUDS  
10. 1/2" GYP BOARD ON 2" X 4" STUDS

**GENERAL NOTES**

1. The floor plan is approximate only. All work of existing conditions, columns, walls, etc. shall be shown as existing. All new work shall be shown as proposed.

2. Existing work and other improvements by having conditions with individual manufacturers.

**BI KEY NOTES**

1. Existing conditions as of date of survey and survey data are to remain. 1/2" x 1/2" light building framing as per 2012 International Building Code (IBC) shall be used for all new construction.

2. The floor plan is approximate only and shall be used for general reference only. All dimensions shall be as shown on the floor plan.

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	05/01/18
2	ISSUED FOR PERMIT	05/01/18
3	ISSUED FOR PERMIT	05/01/18
4	ISSUED FOR PERMIT	05/01/18
5	ISSUED FOR PERMIT	05/01/18
6	ISSUED FOR PERMIT	05/01/18
7	ISSUED FOR PERMIT	05/01/18
8	ISSUED FOR PERMIT	05/01/18
9	ISSUED FOR PERMIT	05/01/18
10	ISSUED FOR PERMIT	05/01/18

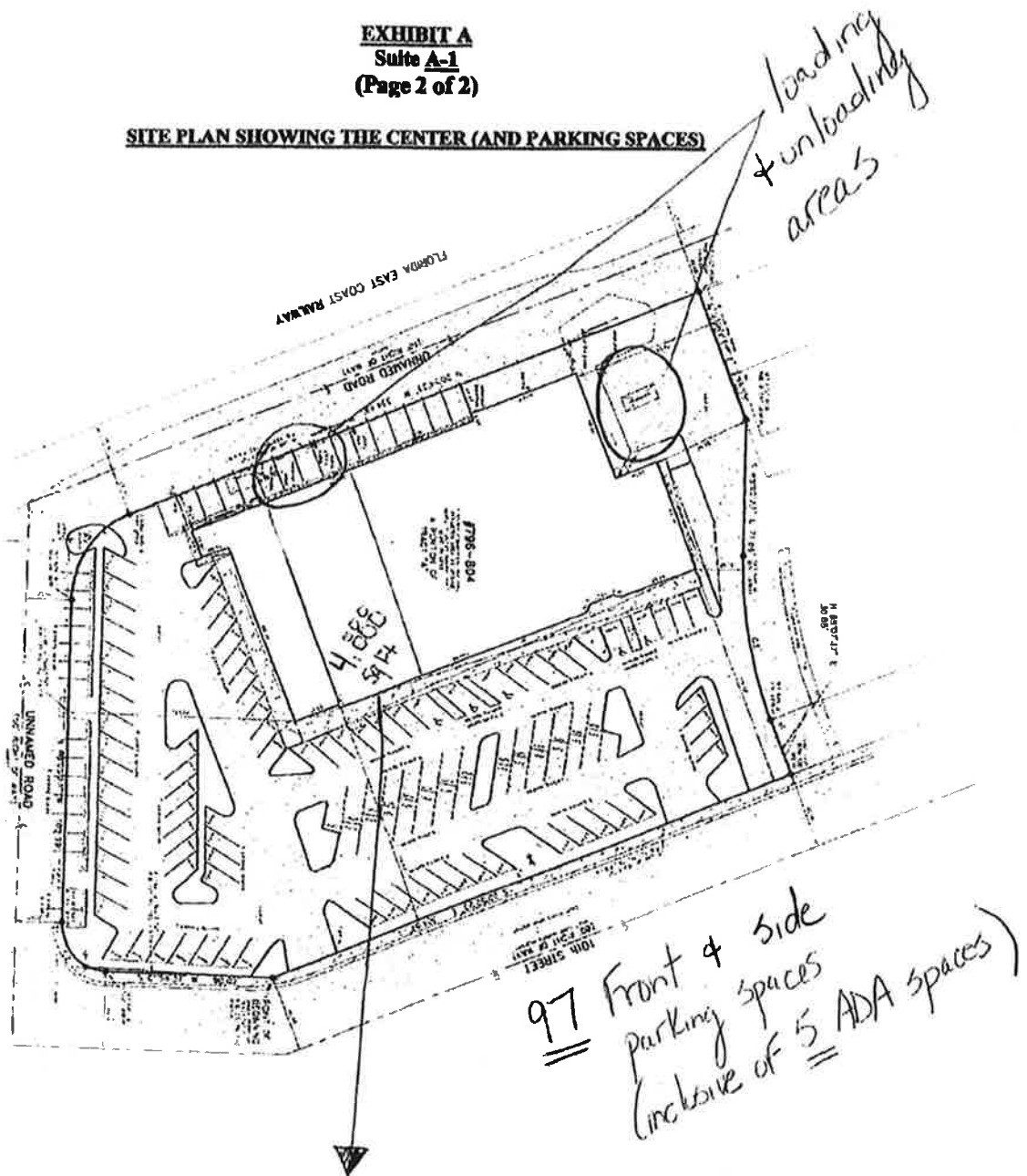
**Coastal Karma Brewing**  
 Charles Chase  
 796 10th Street  
 Lake Park, Florida  
 (851) 670-0677



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 All drawings and articles are the property of the architect and shall remain the property of the architect. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the architect.

**EXHIBIT A**  
**Suite A-1**  
**(Page 2 of 2)**

**SITE PLAN SHOWING THE CENTER (AND PARKING SPACES)**



Initial

Landlord

Propose  
bike rack  
& possibly outdoor  
seating (minimal)

Initial

Tenant

Tenant

**EXHIBIT B**

**LEGAL DESCRIPTION OF THE LAND**

A parcel of land, being a portion of Tract "A", according to the Plat of City Square, as recorded in Plat Book 27, Page 192, in and for the Public Records of Palm Beach County, Florida, more particularly describes as follows:

Beginning at the angle point in the Easterly line of said Tract "A"; thence Southerly along the Easterly line of said Tract "A", a distance of 90.02 feet to the point of curvature of a curve concave Northerly having a radius of 25.00 feet and a central angle of 90° 00' 00"; thence Westerly along the arc of said curve a distance of 39.27 feet to the point of tangency; thence Westerly along the Southerly line of said Tract "A" a distance of 169.99 feet to the point of curvature of a curve concave to the Northeast having a radius of 50.00 feet and a central angle of 67° 11' 00"; thence Northerly along the arc of said curve 58.63 feet to the point of tangency; thence Northerly along the West line of said Tract "A" a distance of 334.49 feet to a point on a line 231.86 feet Southerly of a measured at right angles to the Northerly line of said Tract "A"; thence Easterly parallel with the Northerly line of said Tract "A" a distance of 72.27 feet to a point; thence Southeasterly making an angle with the preceding course of 157° 13' 00", as measured from West to South a distance of 71.86 feet to the point of curvature of a curve concave to the North, having a radius of 222.00 feet and a central angle of 22° 47' 00"; thence Easterly along the arc of said curve a distance of 88.28 feet to the point of tangency; thence Easterly parallel with and 277.00 feet Southerly of as measured at right angles to, the Northerly line of said Tract "A", a distance of 30.65 feet to a point in the Easterly line of said Tract "A"; thence Southerly along the Easterly line of said Tract "A" a distance of 304.87 feet to the Point of Beginning.

Parcel Identification Number: 36-43-42-20-06-001-0010

Initial  
  
Landlord

8

Initial  
  
Tenant

Tenant



Prepared by and return to:  
Barry B. Byrd, Esq.  
Attorney at Law  
Pinedro Byrd PLLC  
4600 Military Trail Suite 212  
Jupiter, FL 33458  
561-799-9280  
File Number: 18-03-4872 TCPPr  
Will Call No.:

[Space Above This Line For Recording Data]

## Special Warranty Deed

**This Special Warranty Deed made this 25th day of May, 2018 between TC Property Venture, LLC, a Florida limited liability company whose post office address is c/o Seacoast National Bank, 815 Colorado Ave., Suite 205, Stuart, FL 34994, grantor, and Geneva Park, LLC, a Florida limited liability company whose post office address is c/o United Property Mgt, LLC, 2150 SW 10th St, Suite B, Deerfield Beach, FL 33442, grantee:**

(Whenever used herein the terms grantor and grantee include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

**Witnesseth**, that said grantor, for and in consideration of the sum TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Palm Beach County, Florida, to-wit:

**A parcel of land, being a portion of Tract "A", according to the Plat of City Square, as recorded in Plat Book 27, Page 192, in and for the Public Records of Palm Beach County, Florida, more particularly described as follows:**

**Beginning at the angle point in the Easterly line of said Tract "A"; thence Southerly along the Easterly line of said Tract "A", a distance of 90.02 feet to the point of curvature of a curve concave Northerly having a radius of 25.00 feet and a central angle of 90° 00' 00"; thence Westerly along the arc of said curve a distance of 39.27 feet to the point of tangency; thence Westerly along the Southerly line of said Tract "A" a distance of 169.99 feet to the point of curvature of a curve concave to the Northeast having a radius of 50.00 feet and a central angle of 67° 11' 00"; thence Northerly along the arc of said curve a distance of 58.63 feet to the point of tangency; thence Northerly along the West line of said Tract "A" a distance of 334.49 feet to a point on a line 231.86 feet Southerly of as measured at right angles to the Northerly line of said Tract "A"; thence Easterly parallel with the Northerly line of said Tract "A" a distance of 72.27 feet to a point; thence Southeasterly making an angle with the preceding course of 157° 13' 00", as measured from West to South a distance of 71.86 feet to the point of curvature of a curve concave to the North, having a radius of 222.00 feet and a central angle of 22° 47' 00"; thence Easterly along the arc of said curve a distance of 88.28 feet to the point of tangency; thence Easterly parallel with and 277.00 feet Southerly of as measured at right angles to, the Northerly line of said Tract "A", a distance of 30.65 feet to a point in the Easterly line of said Tract "A"; thence Southerly along the Easterly line of said Tract "A" a distance of 304.87 feet to the Point of Beginning.**

**Parcel Identification Number: 36-43-42-20-06-001-0010**

**Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.**

**To Have and to Hold, the same in fee simple forever.**

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons claiming by, through or under grantors.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

TC Property Venture, LLC, a Florida limited liability company

By: Seacoast National Bank, its Member

By: Kevin Picart  
Kevin Picart, Senior Vice President

Christina J. Bradley  
Witness Name: Christina J. Bradley

Tina Sessions  
Witness Name: Tina Sessions

State of Florida  
County of Martin

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of May, 2018 by Kevin Picart, Senior Vice President of Seacoast National Bank, Member for TC Property Venture, LLC, a Florida limited liability company, on behalf of the limited liability company. He  is personally known to me or  has produced \_\_\_\_\_ as identification.

[Notary Seal]



Christina J. Bradley  
Notary Public

Printed Name: Christina J. Bradley

My Commission Expires: 1-22-2021



McMAHON ASSOCIATES, INC.  
2090 Palm Beach Lakes Boulevard, Suite 400  
West Palm Beach, FL 33409  
p 561-840-8650 | f 561-840-8590

**PRINCIPALS**

Joseph J. DeSautis, P.E., PTOE  
John S. DePalma  
William T. Steffens  
Casey A. Moore, P.E.  
Gary R. McNaughton, P.E., PTOE

**ASSOCIATES**

John J. Mitchell, P.E.  
Christopher J. Williams, P.E.  
R. Trent Ebersole, P.E.  
Matthew M. Kozsuch, P.E.  
Maureen Chlebek, P.E., PTOE  
Dean A. Carr, P.E.

**FOUNDER**

Joseph W. McMahon, P.E.

March 11, 2019

2019

**VIA E-MAIL**

Charles Chase  
Coastal Karma Brewing  
798 10<sup>th</sup> Street  
Lake Park, FL 33403

**RE: Costal Karma Brewery Traffic Analysis  
McMahon Project No. M19197.01**

Dear Mr. Chase:

McMahon Associates, Inc. (McMahon) has completed a traffic analysis for the proposed redevelopment of a shopping center located along the west side of 10<sup>th</sup> Street, south of W. Jasmine Drive, in Lake Park, Florida. The shopping center currently includes 26,215 square feet of building space. Uses within the shopping center include a sign shop, an auction, a barber shop, a thrift store, and a church administration office. Included in the 26,215 square feet of space, there is 4,888 square feet that is currently vacant and is being proposed to be redeveloped as a brewery. The following study was prepared in accordance with Palm Beach County Traffic Performance Standards, Article 12. The site plan is attached in **Appendix A**. The site location is shown on **Figure 1**.

**Figure 1 Site Location**



**Trip Generation Analysis**

The shopping center currently includes 26,215 square feet of vested retail building space. Shopping centers generally contain a mix of uses. For traffic analysis purposes, the trips generated by the shopping center land uses are typically based on Land Use 820 "Shopping Center" from the Institute of Transportation Engineers (ITE), *Trip Generation Manual*, 10<sup>th</sup> Edition or Palm Beach County Trip Generation Rates, as appropriate. The trip generation is not separated out for each land use within the shopping center. Therefore, in this instance, the vested and proposed uses, including the brewery, would be based on 26,215 square feet of shopping center. This would indicate no trip change with the proposed redevelopment.

For this effort, we have also provided a comparison of 4,888 square feet of retail use (ITE Land Use 820) versus brewery (ITE Land Use 945). The hours of operation of the proposed brewery (with no food) are: Monday-Thursday (12 – 10 PM), Friday-Saturday (12 – 11 PM) and Sunday (1 – 8 PM). The trip generation analysis, summarized in **Table 1**, was performed for the PM peak hour. Daily and AM peak hour rates are not provided in ITE. Excerpts from ITE and Palm Beach County are attached in **Appendix B**.

**Table 1 Trip Generation Analysis – PM Peak Hour**

LAND USE	ITE CODE	INTENSITY	TRIP GENERATION RATE	IN	OUT	TOTAL TRIPS		
						IN	OUT	TOTAL
<b>VESTED USE</b>								
Shopping Center <sup>(1)</sup>	820	4,888 SF	T= 12.81 (X)	48%	52%	30	33	63
<b>PROPOSED USE</b>								
Drinking Place <sup>(2)</sup>	925	4,888 SF	T= 11.36 (X)	66%	34%	37	19	56
<b>NET DIFFERENCE</b>						<b>7</b>	<b>-14</b>	<b>-7</b>

(1) Source: Palm Beach County Trip Generation Rates, August 13, 2014

(2) Source: Institute of Transportation Engineers (ITE) Trip Generation Manual, 10<sup>th</sup> Edition

The results indicate that there is expected to be a decrease of seven (7) total PM peak hour trips when the redevelopment space is a brewery, as compared to if the space was a general retail use. Given the expected trip decrease, no additional analysis is required per Palm Beach County Traffic Performance Standards, and the redevelopment meets the Palm Beach County Traffic Performance Standards.

Charles Chase  
March 11, 2017  
Page 3

Should you have any questions or comments regarding these findings, please do not hesitate to call me.



State of Florida, Board of Professional Engineers  
Certificate of Authorization No. 4908

NTL/cc  
Attachment

**APPENDIX A**

**SITE PLAN**



## **APPENDIX B**

### **TRIP GENERATION INFORMATION**



## **Land Use: 925 Drinking Place**

### **Description**

A drinking place contains a bar, where alcoholic beverages and food are sold, and possibly some type of entertainment, such as music, television screens, video games, or pool tables. Establishments that specialize in serving food but also have bars are not included in this land use.

### **Additional Data**

All data for this land use were collected on Mondays through Thursdays.

The sites were surveyed in the 1980s and the 1990s in Colorado, Oregon, and South Dakota.

### **Source Numbers**

291, 358, 583

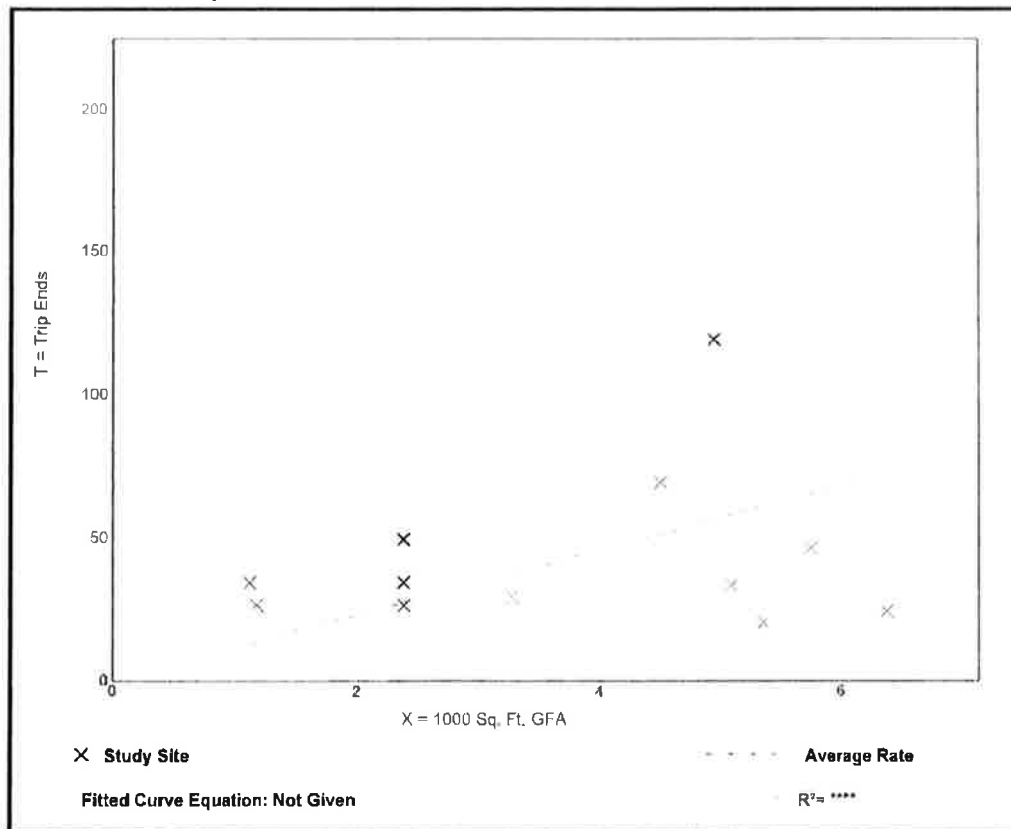
## Drinking Place (925)

**Vehicle Trip Ends vs: 1000 Sq. Ft. GFA**  
**On a: Weekday,**  
**Peak Hour of Adjacent Street Traffic,**  
**One Hour Between 4 and 6 p.m.**  
**Setting/Location: General Urban/Suburban**  
 Number of Studies: 12  
 Avg. 1000 Sq. Ft. GFA: 4  
 Directional Distribution: 66% entering, 34% exiting

### Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
11.36	3.74 - 30.09	7.81

### Data Plot and Equation





## Palm Beach County Trip Generation Rates

Cat.	Landuse	ITE Code	Unit	Daily Rate/Equation	Pass-By %	AM Peak Hour		PM Peak Hour	
						In/Out	Rate/Equation	In/Out	Rate/Equation
Retail	Nursery (Wholesale)	818	acre	4.50	0%	N/A	0.26	N/A	0.45
	Gen. Commercial	820	1000 S.F.	$\text{Ln}(T) = .65 \text{Ln}(X) + 5.83^c$	Note d	62/38	0.96	48/52	$\text{Ln}(T) = 0.67 \text{Ln}(X) + 3.31^c$
	New Car Sales	841	1000 S.F.	32.30	15%	75/25	1.92	40/60	2.62
	Tire Store	848	1000 S.F.	24.87	28%	63/37	2.89	43/57	4.15
	Pharmacy + DT	881	1000 S.F.	96.91	50%	52/48	3.45	50/50	9.91
Services	Drive-In Bank <sup>f</sup>	912	1000 S.F.	148.15	47%	57/43	12.08	50/50	24.3
	Quality Restaurant	931	1000 S.F.	89.95	44%	50/50	0.81	67/33	7.49
	High Turnover Sit-Down Rest.	932	1000 S.F.	127.15	43%	55/45	10.81	60/40	9.85
	Fast Food Restaurant w/o DT	933	1000 S.F.	396.90	45%	60/40	43.87	51/49	26.15
	Fast Food Restaurant + DT	934	1000 S.F.	496.12	49%	51/49	45.42	52/48	32.65
	Gas Station	944	Fuel Positions	168.56	50%	50/50	12.16	50/50	13.87
	Convenience Store	851	1000 S.F.	737.99	61%	50/50	67.03	51/49	52.41
	Carwash (Automated) <sup>g</sup>	PBC	Lane	166.00	0%	50/50	11.97	50/50	13.65

- Footnotes: a) Weekend peak hour rate = 12.04 per 1,000 s.f. with a 49/51 directional split  
 b) To be used only when adjacent to hospital, for Med. Office square footage not to exceed 44% of the hospital square footage  
 c) For intensities under 10,000 s.f., use a rate of 152.03 / 1,000 SF instead of the equation.  
 d) Pass-by percent = 62% for 10,000 sf or less, otherwise =  $83.18 - 9.30 * \text{Ln}(A)$  where A is 1,000 s.f. of leasable area  
 e) For densities under 10,000 s.f., use a rate of 12.81 / 1,000 sf instead of the equation.  
 f) Use these rates for a drive-in bank with up to 4 drive-thru lanes (excl. ATM lane). For additional drive-thru lanes, use per lane rates from ITE Code 912 (139.25 daily, 9.29 AM, 33.24 PM. Use same in/out splits)  
 g) Daily rate taken from PBC trip gen. study. Peak hour rates derived by applying peak to daily ratios for gas station to daily carwash rate

**NOTICE OF LAKE PARK  
PUBLIC HEARINGS  
Town of Lake Park, FL**

Please take notice and be advised that the Lake Park Planning & Zoning (PZ) Board will hold a public hearing on **Monday, April 1, 2019, at 6:30 p.m.**, or as soon thereafter as can be heard, to hear the two following applications, which will also be heard by the Lake Park Town Commission of the Town of Lake Park as indicated below.

On behalf of Al Fund III, LLC ("Property Owner"), Jordan Ford ("Applicant") and Brandon Ulmer of the Thomas Engineering Group ("Agent") are requesting **site plan approval** for a 2,374 square foot building expansion, with minor parking and landscaping reconfigurations and additional site elements, of the existing **ALDI grocery store** located at 220 North Congress Avenue. The site is approximately 2.38 acres (PCN: 36-43-42-19-25-006-0000), and is generally located on the northeast corner of Park Avenue West and Congress Avenue within the Congress Business Park PUD ("Subject Property").

On behalf of Geneva Park, LLC ("Property Owner"), Charles C. Chase - Coastal Karma Brewing ("Applicant") is requesting the review of a **special exception** application for the use of a microbrewery at 798 10th Street (legal address for the plaza is 796 10th Street), located in the C-2 Business District. This request is contingent upon the adoption of a microbrewery special exception use which is being considered by the Town Commission as a separate Ordinance agenda item. The 2.2886 acre site has an existing 26,182 square foot building and the microbrewery is proposing to occupy 4,888 square feet within the building. The property is identified as Property Control Number (PCN): 36-43-42-20-06-001-0010.

All meetings will be held in the Lake Park Town Commission Chambers at Town Hall, located at 535 Park Avenue, Lake Park, Florida 33403. Records related to these items may be inspected at the Community Development Department located at Town Hall.

Following the PZ Board Meetings described hereinabove, the Lake Park Town Commission will consider the two applications as quasi-judicial public hearing items at the following meetings:

**ALDI grocery store site plan application: Wednesday, May 1, 2019 at 6:30 p.m.**, or as soon thereafter as can be heard

**Coastal Karma special exception application: Wednesday, April 17, 2019 at 6:30 p.m.**, or as soon thereafter as can be heard

If a person decides to appeal any decision made by the Planning and Zoning Board, or the Town Commission with respect to any hearing, they 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. For additional information, please contact Vivian Mendez, Town Clerk at 561-881-3311.

Town Clerk: Vivian Mendez  
3-22/2019

000467823-01



Community  
Development  
Department

Sent via certified mail

*Notification of Public Meetings*

March 22, 2019

Dear Property Owner:

You are receiving this notice of public meetings because you are the legal owner of record for property that is located within 300 feet of the subject property discussed in this correspondence. The public meetings listed herein are being held to hear the application described below.

Should you wish to attend the meetings to comment on the application please take note of the date, time and location. If you do not wish to attend the meetings and do not have any comments, you may disregard this notice.

**AGENDA ITEM**

On behalf of Geneva Park LLC ("Property Owner"), Charles C. Chase – Coastal Karma Brewing ("Applicant") is requesting the review of a special exception application for the use of a microbrewery at 798 10<sup>th</sup> Street (legal address for the plaza is 796 10<sup>th</sup> Street), located in the C-2 Business District. This request is contingent upon the adoption of a microbrewery special exception use which is being considered by the Town Commission as a separate Ordinance agenda item. The 2.2886 acre site has an existing 26,182 square foot building and the microbrewery is proposing to occupy 4,888 square feet within the building. The property is identified as Property Control Number (PCN): 36-43-42-20-06-001-0010.

**PUBLIC HEARINGS**

**MEETING:** LAKE PARK PLANNING AND ZONING BOARD  
**LOCATION:** 535 PARK AVENUE, COMMISSION CHAMBERS  
 LAKE PARK, FL 33403  
**DATE:** MONDAY, APRIL 1, 2019  
**TIME:** 6:30 P.M. (IMMEDIATELY FOLLOWING THE JOINT MEETING AT 6:00PM)

*NOTE: If the P&Z Board meeting is continued for any reason, the Town Commission meeting dates listed below will change to the next available Commission meeting following the P&Z Board meeting that finalizes the recommendation for this agenda item.*

**MEETING:** LAKE PARK TOWN COMMISSION (QUASI-JUDICIAL)  
**LOCATION:** 535 PARK AVENUE, COMMISSION CHAMBERS  
 LAKE PARK, FL 33403  
**DATE:** WEDNESDAY, APRIL 17, 2019  
**TIME:** 6:30 P.M. (OR AS SOON THEREAFTER AS CAN BE HEARD)

535 Park Avenue  
 Lake Park, FL 33403  
 Phone: (561) 881-3318  
 Fax: (561) 881-3323

www.lakeparkflorida.gov



Community  
Development  
Department

Sent via certified mail

Should you wish to review any of the documents associated with the application, or if you have further questions about the application please visit the Community Development Department at 535 Park Avenue, Lake Park, FL 33403 or contact Nadia Di Tommaso at 561-881-3319 or nditommaso@lakeparkflorida.gov.

**LOCATION MAP**



535 Park Avenue  
 Lake Park, FL 33403  
 Phone: (561) 881-3318  
 Fax: (561) 881-3323

www.lakeparkflorida.gov



Exhibit "C"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 17, 2019

Agenda Item No. Tab 10

Agenda Title: Review of Applications Submitted to the Town Grant Making Program by the Brewhouse Gallery, JETSETV F.C., Inc., and Kelsey Cares

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

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager

*[Signature]*

Date:

4-12-19

Name/Title

ASSISTANT TOWN MGR/HR DIRECTOR

<p><b>Originating Department:</b></p> <p><b>Town Manager</b></p>	<p><b>Costs:</b> \$ To be determined based upon application(s) to be funded</p> <p><b>Funding Source:</b> \$20,000.00 budgeted for this program in Fiscal Year 2019</p> <p>Acct. # <u>001-51-512-104-48001</u></p> <p><input type="checkbox"/> Finance <i>[Signature]</i> 4/12/19</p>	<p><b>Attachments:</b></p> <p>Brewhouse Gallery Application for "Bicycle Rack Installation for Beautification and Community Enhancement", April 2, 2019 Email from the Community Development Director, and completed Rating Criteria Sheets; JETSETV F.C. Application for "Summer Soccer Camp" and completed Rating Criteria Sheets; Kelsey Cares Application for "Back Alley Mural Project" and completed Rating Criteria Sheets; Town of Lake Park Grant Application Instructions and Form; Sign-in Sheet from February 13, 2019 Mandatory Pre-application Conference; and, Blank Rating Criteria Sheets</p>
<p><b>Advertised:</b></p> <p>Date: _____</p> <p>Paper: _____</p> <p><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><b>Yes I have notified everyone</b> <u>BMT</u></p> <p>OR</p> <p>Not applicable in this case _____</p> <p><b>Please initial one.</b></p>

**Summary Explanation/Background:**

At its January 16, 2019 meeting, the Town Commission approved the extension of the deadline for submittal of applications for the Town Grant Making Program to 5:00 p.m. ET on March 1, 2019. By such deadline, the following three applications were received for this program:

- Brewhouse Gallery Application for "Bicycle Rack Installation for Beautification and Community Enhancement" in the amount of \$1,500.00;
- JETSETVF.C., Inc. Application for "Summer Soccer Camp" in the amount of \$17,000.00; and,
- Kelsey Cares Application for "Back Alley Mural Project" in the amount of \$20,000.00

Representatives of all three of the above applicants attended the mandatory pre-application conference which was held on February 13, 2019 as evidenced by the attached sign-in sheet. All three of the above applications exceed the maximum amount for approval by the Town Manager pursuant to the Small Grant Program for which the maximum grant amount is \$500.00. Grant amounts between the amount of \$500.01 and \$20,000.00 must be approved by the Town Commission at a regularly scheduled Commission meeting.

In order to assist the Commission in reviewing and determining which grant application(s) to approve, the Grant Review Committee consisting of the Town Manager, Finance Director and the Assistant Town Manager/Human Resources Director met on April 2, 2019 for the purpose of reviewing the applications and determining the average score for each application for presentation to the Commission. As a result of such review, the applications were ranked as follows:

- JETSETVF.C., Inc. Application for "Summer Soccer Camp" in the amount of \$17,000.00  
**93.33 average score**
- Brewhouse Gallery Application for "Bicycle Rack Installation for Beautification and Community Enhancement"  
**79.33 average score**
- Kelsey Cares Application for "Back Alley Mural Project"  
**65.00 average score**

Blank Rating Criteria Sheets are also attached should the Commission wish to rate the above applications.

With regard to the application submitted by the Brewhouse Gallery for "Bicycle Rack Installation for Beautification and Community Enhancement", please see the April 2, 2019 email from the Community Development Director which is attached to this application regarding questions that need to be addressed by the applicant should the Commission wish to select this application for funding.

The total amount budgeted for Fiscal Year 2019 for this grant program is \$20,000.00.

**Recommended Motion: I move that the application submitted by JETSETVF.C., Inc. for “Summer Soccer Camp” in the amount of \$17,000.00 be approved for funding through the Town Grant Making Program for Fiscal Year 2019.**



**Brewhouse Gallery Application for “Bicycle  
Rack Installation for Beautification and  
Community Enhancement”, April 2, 2019  
Email from the Community Development  
Director, and completed Rating Criteria  
Sheets**

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	20
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	18
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	20
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	20
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	10
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	10
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	98

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

Brke Racks

Balance of this page intentionally left blank.

NEED to Provide CD with Description of Brke Racks, how they will look and fit with the city style plan as notified at the Downtown District

J. D. [Signature]

# Brewhouse Gallery

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	***** 10
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	***** 10
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	***** 20
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	***** 20
525 Volunteer hours		
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	***** 20
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	***** 0
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	80

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

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*ACaruso*

Brewster Valley/Bike Paths  
 Budget \$ 1500.00

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	***** 20
Demonstration of Community Need - How well does the application describe, communicate/address a community need? <i>↳ "Bike Paths" is a good project.</i>	20	***** 10
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	***** Not demonstrated in application -0-
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	***** Not demonstrated in application -0-
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	***** 20
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application. <i>↳ "Bike Paths" support a green initiative.</i>	10	***** 10
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	60

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

Notes:

No certificate of status provided as required  
 \$200.00 in volunteer labor listed but no Volunteer Labor Worksheet provided

Balance of this page intentionally left blank.

Please see 4/2/2019 guide from the Community Development Director attached hereto.

Bonnie McKibbin Peron

## Bambi Turner

---

**From:** Nadia DiTommaso  
**Sent:** Tuesday, April 2, 2019 4:20 PM  
**To:** Bambi Turner  
**Subject:** RE: Question

While I think having bike racks are a great idea, I am having a very difficult time deciphering where the *exact* proposed locations are and I do not see any details of the bike racks themselves other than a bullet point description (the images in the attachment are also very blurry). I would recommend having them respond to the following requests first:

- provide the exact locations of the bike racks (preferably on a plan that includes dimensions) – I assume the vendor is “DERO” as listed on the enclosed Quotation
- provide details on the bike racks and their exact specifications (and a visual of the finished product)
- provide a statement on the ongoing maintenance intent of the bike racks

If I am interpreting the request or intent of the grant application incorrectly based on my recommendations, certainly let me know. If not, after receiving responses to the above requests, I will pass the information along to the necessary reviewers as well.

Thank you,  
Nadia

**From:** Bambi Turner  
**Sent:** Tuesday, April 02, 2019 3:43 PM  
**To:** Nadia DiTommaso <NDiTommaso@lakeparkflorida.gov>  
**Subject:** Question

I am sending to you as an attachment the application which the Brewhouse Gallery submitted to the Town grant making program for the installation of bicycle racks in Town at the various locations in the Town at:

- Foresteria near Lake Shore Drive Park Avenue
- In the 900 block of Park Avenue in the vicinity of the Post Office
- 720 Park Avenue

It is difficult to tell precisely where these bike racks will be installed, but it looks like they will be installed on public property. Please correct me if I am wrong.

It is stated in the Town grant making application guidelines that eligible projects must comply with the Town’s Comprehensive Plan (with regard to economic development projects) as well as all applicable land development codes, including the Florida Fire Prevention Code with Palm Beach County Amendments if applicable. Such compliance must be evidenced by a review by the Town’s Department of Community Development and the Palm Beach County Fire Inspector, and the compliance noted on the application form by the Town staff.

My purpose in sending this to you is to determine if there are any Code requirements pertaining to the installation of such bike racks as outlined in the application.

Please advise.

*Bambi McKibbon-Turner, M.S., HRM*

Assistant Town Manager/Human Resources Director

Town of Lake Park

535 Park Avenue

Lake Park, Florida 33403

**Please Note: Florida has a very broad public records law. Written communications regarding Town business are public records available to the public upon request. Your email communications are therefore subject to public disclosure. If you do not want your email released in response to a public records request, do not send electronic mail to this entity, instead contact this office by telephone. Section 688.6076 F.S.**

GRANT APPLICATION  
TOWN OF LAKE PARK,

BREW HOUSE GALLERY REQUEST.  
FOR,

BICYCLE RACKS IN  
TOWN.

02-28-19P12:26 RCVD

Jo Brockman  
541-234-0989  
AJOMAMA@gmail.com.

MILLARD PORTER  
541-701-5678

**TOWN OF LAKE PARK  
GRANT APPLICATION INSTRUCTIONS AND FORM**

**I. GRANT PROCESS**

The following process has been established by the Commission of the Town of Lake Park to assist groups seeking financial support in the form of a matching grant from the Town of Lake Park. For each Fiscal Year (commencing October 1<sup>st</sup> and ending September 30<sup>th</sup>, grants are available from the Town of Lake Park (Town). The maximum grant is 50 percent of the total monetary cost of a proposed project up to the maximum amount budgeted for this purpose.] The maximum amount available shall be subject to the Commission's annual appropriation as part of its fiscal year budget. **No grant funding shall be recommended to the Commission for award either on a grant or reimbursement basis unless the Finance Director has certified to the Commission that such funding has been budgeted for and appropriated during the regular fiscal year budget process.**

The grant amounts will be available on the following basis:

- **Small Grant Program:** The maximum grant amount that shall be available through this program shall be \$500.00 (which are approved by the Town Manager. Grant applications for funding through the Small Grant Program must be approved by the Town Manager following written confirmation by the Town's Finance Director of the availability of funds prior to approval and after notice of intent to award has been provided by the Town Manager to the Commission. The total amount needed is to be used in determining the grant award. There shall be no artificial division of needed grant funding in order to qualify for the Small Grant Program. No match is required for the Small Grant Program.
  
- **Large Grant Program:** The grant amount that shall be available through this program shall be \$500.01 to a maximum of \$ 20,000.00 budgeted for Fiscal Year 2019 (which must be approved by the Town Commission at a regularly scheduled Town Commission meeting). A 50 percent match is required for the Large Grant Program, which may be provided in the form of volunteer labor (which is valued at \$20/hr for the purpose of this grant program), donated services, goods/materials, in-kind contributions, and/or cash from another organization or business. The match must be substantiated with a signed Contribution/Match Worksheet as part of the application. **Town resources may NOT be used as matching funds. Matching funds are not transferable to other projects.**
  
- Grant funds are to be disbursed as either direct payments to vendors or reimbursements to applicants with a valid checking account. In order to reimburse an applicant, the following items must be submitted to the Town: 1) Invoice from the applicant to the Town; 2) Vendor receipts marked "paid" and/or credit card receipts; 3) Copy of front/back of cancelled checks if vendor was paid by check. All vendors receiving direct payment from the Town must complete a W-9 (and any other necessary paperwork) and file with the Town Finance Department. Applicants without a valid checking account will be limited only to direct payments to vendors.

All grants are dependent upon the availability of the Commission's appropriation of funding. Funds are expected to be available for release by the Town by March 1, 2019. No expenses may be incurred before Town approval of the application. Payments to contractor, vendors or distributors that are in excess or outside of the grant award and arranged by the applicant are the responsibility of the applicant. **The Town shall not be held responsible for arrangements of services made by the applicant. As part of its application, applicant shall demonstrate the ability to complete the proposed project and expend all grant funds no later than September 30, 2019.**

**II. APPLICATION DEADLINE**

OVER 1



- Computer Hardware/Software – and other electronic devices and related equipment.
- Food and/or Provisions – for festivals/celebrations.
- Ongoing Multi-year Projects
- Ongoing or Operational Costs – including salaries/personnel
- Projects/Programs already funded from another source (including current operating budgets)
- Projects/Programs that have already been completed
- Projects typically funded under other sources such as the Town (or Palm Beach County) department operating budgets, Capital Improvement Program, Community Development Block Grant Program
- Political causes or candidates, or religious organizations
- Grants from the Town cannot be used to meet the applicant's matching requirement under the Lake Park Community Improvement Beautification Fund or the Community Redevelopment Agency program funding or to pay the Town's rental fees or deposits or for payment of the Town's Special Event Permit Application fee

**III. MANDATORY PRE-APPLICATION CONFERENCE**

A mandatory pre-application conference will be held at 2:00 p.m. Eastern Time on February 13, 2019 in the Commission Chamber, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Only those entities that have attended this mandatory pre-application conference will be eligible to submit applications to this program.

*Balance of this page intentionally left blank.*

**TOWN OF LAKE PARK**

**APPLICATION FOR GRANT ASSISTANCE  
(Please type or print clearly)**

**I. APPLICANT**

BEFAN HOUSE GALLERY, RHONDA O BROCKMAN  
OWNER

②  
OVER

**B. Address:** 3 locations: 720 Park Ave, 800-900 block Park Ave, Hawthorne east of US1 by Park;

**C. Detailed Project**      **Description Including Project Timelines and Estimated Completion Date**

Purchase 5 Bicycle racks, and a bicycle repair station for permanent mounting at the proposed locations in Line II. B. Expected Mounting costs equate to 10 hrs of labor. The quote for the racks and fixit station with air pump are attached. The total cost of the project is \$3197.90 plus \$200 labor for a total of \$3397.90. Product receipt is expected 6 weeks after order and Installation should take another 2 weeks to complete.

(attach additional sheets if necessary):

---

As Approved by the Town Commission on January 16, 2019

Previous editions obsolete

Page 1 of 9

[Please note that all proposed projects must be consistent with the Town of Lake Park's Comprehensive Plan (with regard to economic development projects) and all applicable zoning requirements, as well as all applicable building and safety codes, as set forth in the Lake Park Code of Ordinances and the Florida Fire Prevention Code with Palm Beach County Amendments. For further information regarding these requirements, please contact the Lake Park Department of Community Development at 561-881-3318.

### III. FUNDING INFORMATION

• Town of Lake Park

**Amount Requested**      \$ 1500.00

The maximum grant amount that shall be available through the Small Grant Program is \$500.00 for which no match is required. The maximum grant amount that shall be available through the Large Grant Program shall be \$500.01 to \$25,000.00.

• **Compilation of matching funds:**

**Volunteer Labor**      \$ 200.00

(Calculate at \$20/hr — Please complete Volunteer Labor Worksheet)

**Cash**      \$ 1497.90

(Please itemize in Contribution/Match Worksheet)

**Donated Professional Services**      \$ \_

(Not including Volunteer Labor—Please itemize in Contribution/Match Worksheet)

**Donated Materials/Supplies**      \$ \_

(Please itemize in Contribution/Match Worksheet)

**Other (please describe)**      \$ \_

(Matching funds which are not directly related to the project shall not be considered)

---

**Total Matching Funds:**      \$ 1697.90

### III. HOW WILL THIS PROJECT MEET THE ELIGIBILITY CRITERIA AS SET FORTH IN PARAGRAPH III OF THE APPLICATION INSTRUCTIONS?

(Attach additional sheets if necessary)

For Fiscal Year 2019, the deadline for submittal of all applications for funding is 5:00 p.m. Eastern Time on March 1, 2019. All applications must be submitted with an original signed in blue ink and three (3) copies in sealed envelopes/packages to the following address:

Town of Lake Park  
Office of the Town Clerk, Town of Lake Park  
Lake Park Town Hall  
535 Park Avenue  
Lake Park, Florida 33403

*As Approved by the Town Commission on January 16, 2019*

*Previous editions obsolete*

**NO APPLICATIONS WILL BE ACCEPTED BY FAX OR E-MAIL.**

Page 1 of 9

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	*****
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	*****
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	*****
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	*****

Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	*****
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	*****
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

OVER - (8)

CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (not volunteer hours) to be used as part of the grant project. If more than two donations are being received, additional worksheets must be provided.

A. 1) Grant Project Name: Bicycle Rack Installations for Beautification and Community Enhancement

Donation Type:  Cash  In-kind

*As Approved by the Town Commission on January 16, 2018*  
*(check all that apply)*  Services  Goods/Materials  
*Previous editions obsolete*

Other:

Page 1 of 9

Donor Information:

The Brewhouse Gallery  
Organization/Company/Individual Name

720 Park Ave, Lake Park, FL 33403

Address City/Zip Code

Telephone # E-mail

561-234-0989 ADUMPA@gmail or info@brewhousegallery

Itemized Description of Contribution/Match:

Provide \$500.00 cash for project

Total Value: \$ 500.00

(The value of in-kind contributions must be the donor, not the applicant.)

[Signature]  
Authorized Signature (Donor)

2/28/19  
Date determined by

B. 2) Grant Project Name: Bicycle Rack Installations for Beautification and Community Enhancement

Donation Type:  Cash  In-kind

(Check all that apply)  Services  Goods/Materials

Other:

Donor Information:

over

over (10)

RHONDA JO BROCKMAN REVOC  
(561)771-7641  
**2019**

TOWN OF LAKE PARK  
LOCAL BUSINESS TAX RECEIPT  
535 PARK AVENUE, LAKE PARK, FL. 33403  
THIS TAX RECEIPT EXPIRES SEPTEMBER 30, 2019

No: 06698  
Date: 9/24/18

Address: 720 PARK AVE  
LAKE PARK FL 33403  
Activity: BU040 BUSINESS OFFICE - UNCLASSIFIED

Tax 98.70  
Penalty  
Transfer

**Total Paid 98.70**

Issued to: THE BREWHOUSE GALLERY  
3566 COSMOS ST  
PALM BEACH GARDENS, FL 33410



*Ronda Davis*

A TAX RECEIPT MUST BE CONSPICUOUSLY DISPLAYED AT BUSINESS BUSINESS TAX OFFICIAL



**DERO**

A FLYING COFFIN Company

42 Northern Stacks Dr, Ste 100,  
MINNEAPOLIS, MN, 55421

Tax Registration No 26-303-0026  
www.dero.com

(612) 350-0690 • (800) 337-6720  
(612) 337-0007 • (800) 337-0123

Sales Representative - Natalia Mendez

Contact Name

Contact Phone

Est. Ship Date 2/13/2019  
Delivery terms FOB origin  
Payment terms CC

Delivery Contact

Delivery Phone

### Quotation

Page 1 of 2  
Number QTE-00056143-2  
Date 2/14/2019  
Customer PO  
Reference rolling racks  
Quote valid until 3/15/2019

**Sold to:**

Lake Park Town

LAKE PARK, FL 33403  
USA

**Ship to:**

Lake Park Town

LAKE PARK, FL 33403  
USA

Catalog No	Description	Ship date	Quantity	Unit	Net Unit	Amount
ROLLING RACK 3H	Surface Mount, Powder Coated, Wine Red RAL 3005	2/13/2019	2.00	EA	425.000	850.00
WEDGE-375- 3.000	Wedge Anchor .375 x 3.000	2/14/2019	28.00	EA	0.000	0.00
3/8X1 BOND WSHR GV	3/8X1 BONDED WASHER GV	2/14/2019	28.00	EA	0.000	0.00
FIXIT-H	Surface Mount, Powder Coated, Wine Red RAL 3005	2/14/2019	1.00	EA	732.000	732.00
ATD KIT 2-B AIR KIT 2-B	Powder Coated, Metal Pump Head, Wine Red RAL 3005	2/14/2019 2/14/2019	1.00 1.00	EA EA	104.000 104.000	104.00 104.00
ICON BIKE HITCH	Beer Mug, Powder Coated, No Color	2/14/2019	2.00	EA	304.000	608.00
ICON BIKE HITCH	Musical Note, Powder Coated, No Color	2/14/2019	1.00	EA	304.000	304.00

13



**DERO**

a PLAINCORE Company

42 Northern Stacks Dr, Ste 100,  
MINNEAPOLIS, MN, 55421

Tax Registration No 26-303-0026  
www.dero.com

(612) 350-0500 x1000 / 337-5770  
(012) 333-0000 / (000) 337-0123

Sales Representative - Natalia Mendez

Contact Name

Contact Phone

Est. Ship Date 2/13/2019  
Delivery terms FOB origin  
Payment terms CC

Delivery Contact

Delivery Phone

### Quotation

Page 2 of 2  
Number QTE-00000143-2  
Date 2/14/2019  
Customer PO  
Reference rolling racks  
Quote valid until 3/15/2019

**Sold to:**

Lake Park Town

LAKE PARK, FL 33403  
USA

**Ship to:**

Lake Park Town

LAKE PARK, FL 33403  
USA

To place the order, verify that all billing, shipping, and order information is correct. Then sign and date below and email back to your sales rep or to sales@dero.com. We will e-mail you an order confirmation once your order has been processed.

THE SHIP DATE IS AN ESTIMATE ONLY. We will do everything possible to ship by or before that date but do not guarantee shipment by that date.

PRICING: Quote is good for 30 days.

CANCELLATION: A 20% restocking fee will be assessed to all canceled orders.

TAXES: Sales tax is estimated based on current tax rates. Final sales tax is subject to tax rates at the time of shipment. Please notify us immediately if your order is exempt from sales tax.

Payments can be made by credit card, pre-payment, or Net 30 credit terms may be issued with credit approval.

Customer please specify desired ship date: \_\_\_\_\_

Signature & Date:

THIS SIGNED ORDER FORM IS ACCEPTED AS A BINDING PURCHASE

Sales Subtotals	Freight	Other Charges	Sales Tax
2,988.00	296.00	-298.80	212.70

Handwritten calculations:  
 2988.00  
 + 212.70  
 - 298.80  
 = 3197.90  
 (14)



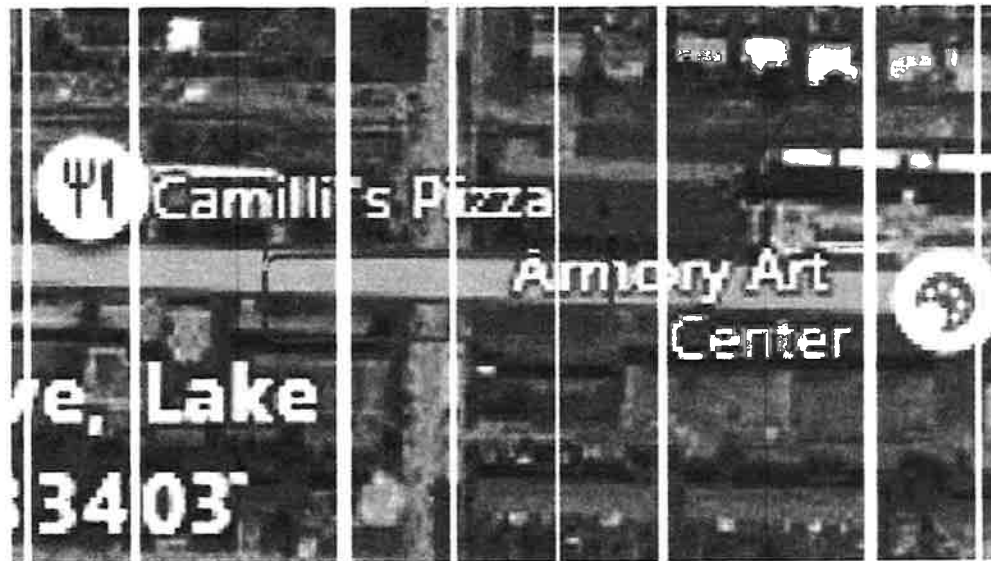
# Foresteria near Lake Shore Dr Park Ave

- Located in parking area of Park.
- One 5-bike Rack surface mounted into ground
  - Burgundy wine cabinet rack, 2 hump style.



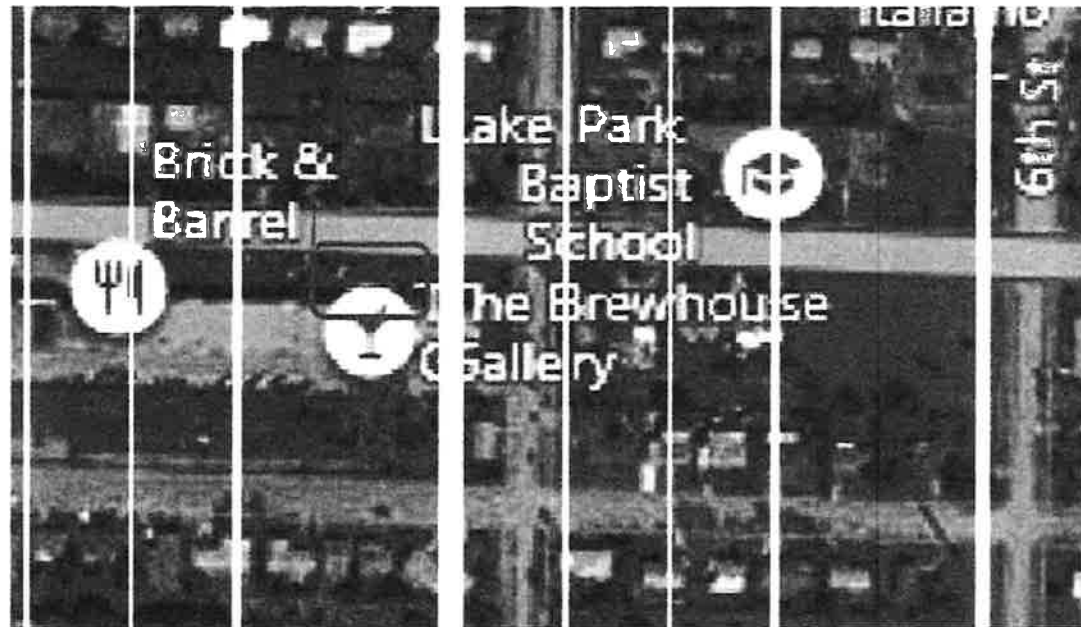
# 900 block Park Ave

- Vicinity of Post Office or western end of 800 block
- One 5-bike Rack surface mounted into ground
  - Burgundy wine colored rack, 2 hump style.



# 720 Park Ave

- 3 Icon Racks
  - Icons resemble Brewhouse theme
- 1 Fixit repair station with Pump
- All Surface mount, fitting into one parking space.



# Bicycle Racks near and along Park Ave



**2018 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT**

DOCUMENT# L14000000599

**Entity Name:** BREWHOUSE GALLERY, LLC

**Current Principal Place of Business:**

720 PARK AVENUE  
LAKE PARK, FL 33403

**Current Mailing Address:**

720 PARK AVENUE  
LAKE PARK, FL 33403 US

**FBI Number:** 40-4430532

**Name and Address of Current Registered Agent:**

HAILE, SHAW & PFAFFENBERGER, P.A.  
660 US HWY ONE  
THIRD FLOOR  
N PALM BEACH, FL 33408 US

**Certificate of Status Desired:** No

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:**

\_\_\_\_\_  
Electronic Signature of Registered Agent

\_\_\_\_\_  
Date

**Authorized Person(s) Detail :**

Title MGR  
Name BROCKMAN, RHONDA  
Address 3566 COSMOS ST  
City-State-Zip: PALM BEACH GARDENS FL 33410

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** RHONDA J BROCKMAN

**MANAGER**

**04/10/2018**

\_\_\_\_\_  
Electronic Signature of Signing Authorized Person(s) Detail

\_\_\_\_\_  
Date



Department of State / Division of Corporations / Search Records / Entity by Document Number

### Detail by Entity Name

Florida Limited Liability Company  
BREWHOUSE GALLERY, LLC

#### Filing Information

<b>Document Number</b>	L14000000599
<b>FCE/EM Number</b>	46-4450532
<b>FCE/EM Number</b>	40-4450532
<b>Date Filed</b>	01/02/2014
<b>State</b>	FL
<b>Status</b>	ACTIVE

#### Principal Address

720 Park Avenue  
lake park, FL 33403

Changed: 04/06/2017

#### Mailing Address

720 Park Avenue  
lake park, FL 33403

Changed: 04/06/2017

#### Registered Agent Name & Address

HAILE, SHAW & PFAFFENBERGER, P.A.  
660 US HWY ONE  
THIRD FLOOR  
N PALM BEACH, FL 33408

#### Authorized Person(s) Detail

##### Name & Address

Title MGR

BROCKMAN, RHONDA  
3566 COSMOS ST

PALM BEACH GARDENS, FL 33410

#### Annual Reports

Report Year	Filed Date
2016	04/14/2016

## Document Images

<a href="#">04/19/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/06/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/06/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/26/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/02/2014 -- Florida Limited Liability</a>	<a href="#">View image in PDF format</a>

**AMENDED AND RESTATED  
OPERATING AGREEMENT  
OF  
BREWHOUSE GALLERY, LLC**

THIS AMENDED AND RESTATED OPERATING AGREEMENT (this "Agreement") is made as of July \_\_, 2014 by and between HAROLD LEEVER, II ("Leever") and RHONDA JO BROCKMAN REVOCABLE TRUST ("Brockman"), as they are listed on Schedule A attached hereto. Such Schedule A may be amended from time to time. The Members listed on Schedule A may be referred to herein individually as a "Member," and collectively as the "Members."

WHEREAS, the Members have formed a limited liability company pursuant to the laws of the State of Florida and entered into the Operating Agreement of the Company as of January 2, 2014 (the "Original Agreement"); and

WHEREAS, the Members desire to amend and restate the Original Agreement, to set forth their respective rights and obligations as Members of the Company and to provide for the management of the Company and its affairs and for the conduct of the business of the Company.

NOW, THEREFORE, in consideration of the agreements and obligations set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Members hereby agree as follows:

**ARTICLE I  
Definitions**

As used in this Agreement, the following terms shall have the following meanings:

"Act" means the Florida Revised Limited Liability Company Act and any successor statute, as amended from time to time.

"Adjusted Capital Account Deficit" means, with respect to the Capital Account of any Member as of the end of any Fiscal Year, the amount by which the balance in such Capital Account is less than \$0.00, after giving effect to the following adjustments:

(i) Each Member's Capital Account shall be increased by the amount, if any, such Member is obligated to contribute or is treated as being obligated to contribute to the Company pursuant to Treasury Regulation Section 1.704-1(b)(2)(ii)(c) or Treasury Regulation Sections 1.704-2(g)(1) and 1.704-2(i); and



**U.S. Income Tax Return for an S Corporation**

OMB No. 1545-0123

**2017**

▶ Do not file this form unless the corporation has filed or is attaching Form 2553 to elect to be an S corporation.

▶ Go to [www.irs.gov/Form1120S](http://www.irs.gov/Form1120S) for instructions and the latest information.

For calendar year 2017 or tax year beginning 2017, ending 20

A S election effective date 01/01/2017	TYPE OR PRINT	Name BREWHOUSE GALLERY, LLC Number, street, and room or suite no. If a P.O. box, see instructions. 728 PARK AVENUE City or town, state or province, country, and ZIP or foreign postal code LAKE PARK FL 33403	D Employer identification number 46-4450532
B Business activity code number (see instructions) 722410 722410			E Date incorporated 01/02/2014
C Check if Sch. M-3 attached <input type="checkbox"/>			F Total assets (see instructions) \$ 59,320.

G Is the corporation electing to be an S corporation beginning with this tax year?  Yes  No If "Yes," attach Form 2553 if not already filed

H Check if: (1)  Final return (2)  Name change (3)  Address change (4)  Amended return (5)  S election termination or revocation

I Enter the number of shareholders who were shareholders during any part of the tax year 1

Caution: Include only trade or business income and expenses on lines 1a through 21. See the instructions for more information.

Income	1a	Gross receipts or sales	1a	629,537.	
	b	Returns and allowances	1b		
	c	Balance. Subtract line 1b from line 1a	1c	629,537.	
	2	Cost of goods sold (attach Form 1125-A)	2	120,597.	
	3	Gross profit. Subtract line 2 from line 1c	3	508,940.	
	4	Net gain (loss) from Form 4797, line 17 (attach Form 4797)	4		
Deductions (see instructions)	5	Other income (loss) (see instructions—attach statement)	5		
	6	<b>Total income (loss).</b> Add lines 3 through 5	6	508,940.	
	7	Compensation of officers (see instructions—attach Form 1125-E)	7	5,000.	
	8	Salaries and wages (less employment credits)	8	163,749.	
	9	Repairs and maintenance	9	2,497.	
	10	Bad debts	10		
	11	Rents	11	32,281.	
	12	Taxes and licenses	12	49,589.	
	13	Interest	13	7,211.	
	14	Depreciation not claimed on Form 1125-A or elsewhere on return (attach Form 4562)	14	2,007.	
	15	Depletion (Do not deduct oil and gas depletion.)	15		
Tax and Payments	16	Advertising	16	31,823.	
	17	Pension, profit-sharing, etc., plans	17		
	18	Employee benefit programs	18		
	19	Other deductions (attach statement) See Statement	19	101,350.	
	20	<b>Total deductions.</b> Add lines 7 through 19	20	483,507.	
	21	<b>Ordinary business income (loss).</b> Subtract line 20 from line 6	21	23,433.	
	22a	Excess net passive income or LIFO recapture tax (see instructions)	22a		
Tax and Payments	b	Tax from Schedule D (Form 1120S)	22b		
	c	Add lines 22a and 22b (see instructions for additional taxes)	22c		
	23a	2017 estimated tax payments and 2016 overpayment credited to 2017	23a		
	b	Tax deposited with Form 7004	23b	0.	
	c	Credit for federal tax paid on fuels (attach Form 4136)	23c		
23d	Add lines 23a through 23c	23d	0.		
24	Estimated tax penalty (see instructions). Check if Form 2220 is attached <input type="checkbox"/>	24			
25	<b>Amount owed.</b> If line 23d is smaller than the total of lines 22c and 24, enter amount owed	25	0.		
26	<b>Overpayment.</b> If line 23d is larger than the total of lines 22c and 24, enter amount overpaid	26			
27	Enter amount from line 26 Credited to 2018 estimated tax <input type="checkbox"/> Refunded <input type="checkbox"/>	27			

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer

Date

Title

PREPARED BY

May the IRS discuss this return with the preparer shown below (see instructions)?  Yes  No

Paid Preparer Use Only	Print/Type preparer's name ANTHONY MARINO JR., CPA	Preparer's signature ANTHONY MARINO JR., CPA	Date 08/14/2018	Check <input type="checkbox"/> if self-employed	PTIN P01227795
	Firm's name A MARINO JR CPA PA				Firm's EIN 20-3675997
	Firm's address 5114 GREECHOBEE BLVD STE 101 WEST PALM BEACH FL 33417-4504				Phone no. (561) 686-2799



**ANNE M. GANNON**  
 CONSTITUTIONAL TAX COLLECTOR  
*Serving Palm Beach County*

P.O. Box 3353, West Palm Beach, FL 33402-3353  
 www.pbctax.com Tel: (561) 355-2264

**\*\*LOCATED AT\*\***

**720 PARK AVENUE  
 LAKE PARK, FL 33403**

*Serving you.*

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
45-9053 MISC MERCHANDISE SALES	BREWHOUSE GALLERY LLC		B19 2184 - 09/30/18	\$33.00	B40158344

This document is valid only when receipted by the Tax Collector's Office.

**STATE OF FLORIDA  
 PALM BEACH COUNTY  
 2018/2019 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 201469735  
 EXPIRES: SEPTEMBER 30, 2019**

B2 - 1286

BREWHOUSE GALLERY LLC  
 BREWHOUSE GALLERY LLC  
 720 PARK AVENUE  
 LAKE PARK, FL 33403

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

# Florida Department of State

## Division of Corporations



Please print and return this page, along with your check or money order, to the Division of Corporations.

~~2019 Annual Report Payment Voucher~~

Name of Entity: BREWHOUSE GALLERY, LLC

For Office Use Only

Document Number: L1400000599

Tracking Number: 1103308706CC

Certificate of Status: Yes

Total Amount Due: \$143.75

- Please make check, or money order payable to: *Florida Department of State*
- Remove the check stub, if applicable
- Staple check in the top left hand corner of this voucher
- Mail to: *Division of Corporations, P.O. Box 6198, Tallahassee, FL 32314*

**This voucher and check must be received and processed by the Division of Corporations or postmarked by May 1, 2019 to avoid the \$400 late fee.**

**The document is not considered filed until the voucher and payment have been received and processed by this office.**

THE BREWHOUSE GALLERY  
720 Park Avenue  
Lake Park, FL 33499

PAY TO THE ORDER OF DIVISION OF CORPORATIONS \$ 143.75  
ONE HUNDRED FORTY THREE AND 75/100 DOLLARS

4600  
63-84100070

\*\*If mailing:

MAI

PNC  
Northlake Blvd  
Lake Park FL 33403

FOR ANIM PERMIT

Valid Signature Required  
[Signature]

⑆ 267084199⑆ 1204117184⑆

4600

**JETSETVF.C. Application for “Summer  
Soccer Camp” and completed Rating  
Criteria Sheets**

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	20
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	20
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	20
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	20
Baptist School in Lake Park has been educating children for years in Lake Park		
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	20
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	0
TOTAL RATING POINTS (Insert at the bottom of Column 3)	*****	100

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

Baptist Schooler  
PROGRAM

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John D. H. Austin

# JETSETVFC, Inc

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	***** 20
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	***** 20
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	***** 20
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	***** 20

## Volunteer Hours

Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	***** 15
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	***** 0
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	95

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

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X Carises

JETSETV.F.C. Inc.  
 Requested: \$17,000

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	***** 20
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	***** 20
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	***** 20
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	***** 20
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	***** 5
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	***** 0
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	85

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

*Notes:*  
 No certificate of status provided as required.  
 Volunteer Survey Worksheet not completed.

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*Bowling Green*

TOWN OF LAKE PARK

APPLICATION FOR GRANT ASSISTANCE  
(Please type or print clearly)

*Submitted as  
request*

**I. APPLICANT**

- A. Legal Name of Applicant: JETSETV F.C., Inc.
- B. Address: 625 Park Avenue  
City: Lake Park State: FL Zip Code: 33403
- C. Telephone No. 561-847-1889 FAX No.: n/a
- D. E-mail Address: contact@jetsetv.com
- E. Date the Organization Was Legally Established: 06/04/15 State: FL
- F. Legal Form of Organization (Please Check One Box):  Sole Proprietorship;  
 C or S Corporation;  Limited Liability Company;  Partnership or Limited Partnership;  Nonprofit 501(c)(3) Tax Exempt;  Public Entity
- G. Name of Principal Officer/Business Owner: Jonathan Marcella  
Title: President
- H. Contact Person for This Application: Jonathan Marcella
- I. Telephone No. (if different from above): 561-273-5796
- J. Nature of Organization (please list products/services provided): Soccer club with emphasis in moral values
- K. Palm Beach County Business Tax Receipt Number (if applicable): \_\_\_\_\_  
Expiration Date: \_\_\_\_\_
- L. Lake Park Business Tax Receipt Number (if applicable): \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

**II. DESCRIPTION OF PROPOSED PROJECT**

- A. Project/Organization Name: JETSETV Summer Soccer Camp
- B. Address: 311 7th St., Lake Park, FL
- C. Detailed Project Description Including Project Timelines and Estimated Completion Date (attach additional sheets if necessary):  
see attached sheet



**III. FUNDING INFORMATION**

Town of Lake Park

\$ 17,000

**Amount Requested**

*The maximum grant amount that shall be available through the Small Grant Program is \$500.00 for which no match is required. The maximum grant amount that shall be available through the Large Grant Program shall be \$500.01 to \$25,000.00.*

**Compilation of matching funds:**

**Volunteer Labor**

\$ 4,600

*(Calculate at \$20/hr  Please complete Volunteer Labor Worksheet)*

**Cash**

\$ 1,500

*(Please itemize in Contribution/Match Worksheet)*

**Donated Professional Services**

\$ \_\_\_\_\_

*(Not including Volunteer Labor  Please itemize in Contribution/Match Worksheet)*

**Donated Materials/Supplies**

\$ 500

*(Please itemize in Contribution/Match Worksheet)*

**Other (please describe)**

\$ 300

*(Matching funds which are not directly related to the project shall not be considered)*

awards ceremony venue rental

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total Matching Funds:**

\$ 6,900

**IV. HOW WILL THIS PROJECT MEET THE ELIGIBILITY CRITERIA AS SET FORTH IN PARAGRAPH III OF THE APPLICATION INSTRUCTIONS?**

*(Attach additional sheets if necessary)*

see attached sheet

\_\_\_\_\_  
\_\_\_\_\_

## VOLUNTEER LABOR WORKSHEET

*(NOTE: All volunteer labor hours must be allocated after 3/18/19. Preparation of the grant application cannot be considered part of the volunteer labor hours.)*

Type of Work	Volunteer Information				
	Name	Address	Phone #	# Hours	Signature
	Lindsey Thompson				
	Jonathan Marcella				
	Lorena Rios				
	Yeisson Tunarosa				
	Diane Wilson				
	Travis Tudor				
	Monica Burroughs				
	John Tountas				
	Ron Bogner				
	Renee Sloan				

## CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (*not volunteer hours*) to be used as part of the grant project. If more than two donations are being received, additional worksheets must be provided.

1) Grant Project Name: JETSETV Soccer Summer Camp

Donation Type:  Cash                       In-kind  
(Check all that apply)  Services                       Goods/Materials  
 Other: \_\_\_\_\_

**Donor Information:**

Concord Engineering  
Organization/Company/Individual Name

219 NE 35th St.                      Miami                      33137  
Address    City/Zip Code

305-576-1743    info@concordeng.com  
Telephone #    E-mail

**Itemized Description of Contribution/Match:**

cash donation  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Value: \$ 1,000 \_\_\_\_\_  
(The value of in-kind contributions must be determined by the donor, not the applicant.)                      Authorized Signature (Donor)                      Date

2) Grant Project Name: \_\_\_\_\_

Donation Type:  Cash                       In-kind  
(Check all that apply)  Services                       Goods/Materials  
 Other: \_\_\_\_\_

**Donor Information:**

\_\_\_\_\_  
Organization/Company/Individual Name

\_\_\_\_\_  
Address    City/Zip Code

\_\_\_\_\_  
Telephone #    E-mail

CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (not volunteer hours) to be used as part of the grant project. If more than two donations are being received, additional worksheets must be provided.

1) Grant Project Name: JETSETV Soccer Summer Camp

Donation Type:  Cash  In-kind  
(Check all that apply)  Services  Goods/Materials  
 Other: awards ceremony venue rental

Donor Information:

First Baptist Church of Lake Park  
Organization/Company/Individual Name  
625 Park Ave. Lake Park 33403  
Address City/Zip Code  
561-844-1609 john@fbclakepark.com  
Telephone # E-mail

Itemized Description of Contribution/Match:

cash donation, food for participants after awards ceremony, awards ceremony venue rental

Total Value: \$ 1,300  
(The value of in-kind contributions must be determined by the donor, not the applicant.)

Authorized Signature (Donor)

Date

2) Grant Project Name: \_\_\_\_\_

Donation Type:  Cash  In-kind  
(Check all that apply)  Services  Goods/Materials  
 Other: \_\_\_\_\_

Donor Information:

\_\_\_\_\_  
Organization/Company/Individual Name  
\_\_\_\_\_  
Address City/Zip Code  
\_\_\_\_\_  
Telephone # E-mail

2019 FLORIDA NOT FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# N15000005631

Entity Name: JETSETV F.C., INC.

**Current Principal Place of Business:**

625 PARK AVENUE  
LAKE PARK, FL 33403

**Current Mailing Address:**

625 PARK AVENUE  
LAKE PARK, FL 33403

FEI Number: 47-4239966

Certificate of Status Desired: No

**Name and Address of Current Registered Agent:**

UNITED STATES CORPORATION AGENTS, INC.  
13302 WINDING OAKS BLVD., SUITE A  
TAMPA, FL 33612 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

SIGNATURE: \_\_\_\_\_

Electronic Signature of Registered Agent

Date

**Officer/Director Detail :**

Title PD  
Name MARCELLA ROLDAN, JONATHAN ALEXANDER  
Address 625 PARK AVENUE  
City-State-Zip: LAKE PARK FL 33403

Title TD  
Name LETICIA DE CARVALHO VALIM, MAGDA  
Address 625 PARK AVENUE  
City-State-Zip: LAKE PARK FL 33403

Title D  
Name MARCELLA CORONADO, YINHO ALEXANDER  
Address 625 PARK AVENUE  
City-State-Zip: LAKE PARK FL 33403

Title D  
Name THOMPSON, LINDSEY D  
Address 625 PARK AVENUE  
City-State-Zip: LAKE PARK FL 33403

Title D  
Name DE JESUS MARTINEZ ALCALA, ARCELYS  
Address 625 PARK AVENUE  
City-State-Zip: LAKE PARK FL 33403

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

SIGNATURE: JONATHAN MARCELLA

PRESIDENT

02/11/2019

Electronic Signature of Signing Officer/Director Detail

Date

- Description of the project

JETSETV Summer Soccer Camp will be a 5-day camp and 2-day tournament June 3<sup>rd</sup> through 9<sup>th</sup>. We expect to host 120 players that will be divided in 3 different ages, U-6 (under 6 years old), U-9 (under 9 years old), U-12 (under 12 years old), 40 per age bracket. Every day we will have a 2-hour session of soccer training and games, and we will close the week with a tournament.

### **Monday through Friday**

Each session includes:

1. Development of sports skills like speed, agility, strength, balance and control
2. Teaching of moral values like teamwork, respect, responsibility and service
3. Soccer technique

### **Saturday**

We will hold a tournament with the kids that participated in camp during the week.

### **Sunday**

We will hold the finals with an award ceremony and food provided by one of the organizations supporting the event

- Timeline

March 1<sup>st</sup> Funds release

March 18<sup>th</sup> Beginning purchase of supplies

April 29<sup>th</sup> Beginning advertisement of event

May 1<sup>st</sup> Finalizing purchase of supplies

May 15<sup>th</sup> Progress report meeting

May 20<sup>th</sup> Beginning of Registration

June 3<sup>rd</sup> First practice

June 9<sup>th</sup> Finals, awards ceremony and food at First Baptist Church of Lake Park

June 17<sup>th</sup> Results report

- Goals and Community Need

One of JETSETV's goals has been reinvigorating sports programs in Lake Park and the flow of people in Bert Bostrom recreational center. Our programs encourage kids in the area to trade in poor uses of their free time for productive activities with life lessons. We believe the increase in activities in the area will drive down crime and illegal activities, encourage neighbors to inquire about more town activities, and bring awareness of our town for new families to potentially move there.

We want to encourage kids and youth to participate in outdoor activities and healthy initiatives. Soccer is a great physical activity that helps children develop motor skills, endurance, strength, coordination among other skills. This event would ensure our kids have more options to participate in active physical activities creating healthier individuals.

- Potential to Strengthen the Overall Neighborhood and Applicant

By running this summer camp, we will strengthen the town's soccer program, and we will be more competitive against the neighbor town's soccer programs and activities.

Teaching moral values to kids will help form exemplary generations for the future, positively affecting the future of our town.

We will strengthen family relationships by creating an opportunity for parents and relatives to encourage their kids in healthy competition, helping to create families in unity.

- Community Support, Consensus and Resident Involvement in the Implementation

Residents of the town have asked us for a program like this for the past 2 years. For this particular event, we will partner with 2 organizations based in Lake Park. First Baptist Church of Lake Park and Bethlehem Haitian Baptist Church as well as having volunteers with residence in Lake Park. Families residing in our town can register their kids to participate for free.

- Proposed Budget

We estimate the total cost to hold this camp and tournament is 17,000 dollars divided as follows:

PRODUCT	Quantity	Each	Total
Soccer balls size 3	40	\$20	\$800
Soccer balls size 4	40	\$17.45	\$698
Soccer balls size 5	40	\$18.88	\$755
Uniforms (includes shirt, shorts and socks)	120	\$40	\$4,800
Volunteers and staff uniforms (includes shirt and hat)	30	\$15	\$450
Practice cones (set of 50)	3	\$19.95	\$60
Goals 12ft x 6ft	4	\$429.99	\$1,720
Corner flags (set of 4)	3	\$71.99	\$216
Boxes marking spray paint white	10	\$26.89	\$269
Boxes marking spray paint yellow	10	\$24.98	\$250
Tents 12ft x 12ft	3	\$86.10	\$258
Agility ladders	3	\$11.99	\$36
Hula hoops (set of 12)	2	\$38.42	\$77
Goal target sheets	2	\$324.99	\$650
Agility training poles (set of 12)	1	\$89.95	\$90
Multi-sport speed radar detector	1	\$89.10	\$89
Practice vests (set of 12)	10	\$39.99	\$400

Advertising	1	\$600.00	\$600
1 <sup>st</sup> place trophies	3	\$32.97	\$99
2 <sup>nd</sup> place trophies	3	\$32.97	\$99
3 <sup>rd</sup> place trophies	3	\$32.97	\$99
Best striker trophies	3	\$12.00	\$36
Best goalkeeper trophies	3	\$13.00	\$39
Medals (set of 12)	10	\$15.00	\$150
Bottles of hydrating drink (3 per practice {at the beginning, during and after practice} for 7 days)	2650	\$1.00	\$2,650
Insurance	1	\$1,000.00	\$1,000
Transportation	7	\$50.00	\$350
Trash bins (3 black, 3 yellow, 3 blue) for recycling purposes	9	\$29.00	\$261
	<b>TOTAL</b>	<b>\$3,185</b>	<b>\$17,000</b>

- Green initiatives

We will have recycling bins to encourage all participants and spectators to recycle, along with a volunteer designated to help people throw their trash away in the correct bin.



# JETSETV F.C.

## BALANCE SHEET

As of December 31, 2018

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Chase Checking	4,821.73
Wells Fargo Business Checking	722.66
<b>Total Bank Accounts</b>	<b>\$5,544.39</b>
Other Current Assets	
Uncategorized Asset	-612.00
<b>Total Other Current Assets</b>	<b>\$ -612.00</b>
<b>Total Current Assets</b>	<b>\$4,932.39</b>
<b>TOTAL ASSETS</b>	<b>\$4,932.39</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Credit Cards	
Chase Credit Card	7,890.42
<b>Total Credit Cards</b>	<b>\$7,890.42</b>
<b>Total Current Liabilities</b>	<b>\$7,890.42</b>
<b>Total Liabilities</b>	<b>\$7,890.42</b>
Equity	
Opening Balance Equity	7,364.36
Retained Earnings	-758.11
Net Income	-9,564.28
<b>Total Equity</b>	<b>\$ -2,958.03</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$4,932.39</b>

# ARTICLES OF INCORPORATION

In compliance with Chapter 617, F.S., (Not for Profit)

## ARTICLE I            NAME

The official name of our corporation shall be JETSETV F.C. Inc.

## ARTICLE II            PRINCIPAL OFFICE

The principal street address will be located on 625 Park Ave., Lake Park, Florida 33403. The mailing address will be the same address.

## ARTICLE III            PURPOSE

JETSETV F.C. Inc. is filing as a future 501(c)(3) tax-exempt organization with the specific purpose of using sports as a vehicle to promote partnership among organizations and influence the lives of children and youth through moral values. We are committed to using and supporting soccer clubs, intern programs, tournaments and conferences to connect ministries internationally through sports, giving athletes the physical and moral development needed to make a difference in their society.

## ARTICLE IV            MANNER OF ELECTION

The initial Board of Directors will be elected by the founders of the corporation based on qualifications of each position in conjunction with state requirements. Thereafter, directors will be elected by Two-thirds majority rule (67% of all directors and board members) based on the following qualifications and restrictions. The elected director must be an active affiliate of the corporation prior to election, be of legal age, have acceptable knowledge of the statutes of the organization, and have training and experience for the assumed position prior to his election. The candidate may not be serving as an elected officer in any other sports organization nor has a current or pending judicial record. All of the requirements for election are also included in our bylaws of the corporation.

## ARTICLE V            INITIAL OFFICERS AND/OR DIRECTORS

Chair (Executive director)	Jonathan Marcella
Vice Chair	Lindsey Thompson
Secretary	Leticia de Carvalho Valim
Treasurer	Arcelys Martinez
Other board members	Yinho Marcella

## ARTICLE VI            REGISTERED AGENT

UNITED STATES CORPORATION AGENTS, INC.

13302 WINDING OAKS BLVD., SUITE A  
TAMPA, FL 33612

## ARTICLE VII INCORPORATOR

The name and address of the Incorporator is:  
Jonathan Marcella Roldan  
2685 conroy dr, North Palm Beach, Florida 33403

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 12 2017

JETSETV FC INC  
C/O JONATHAN ALEXANDER MARCELLA ROLDA  
625 PARK AVE  
LAKE PARK, FL 33403

Employer Identification Number:  
47-4239966  
DLN:  
17053241331047  
Contact Person: JOSEPH LAUX ID# 31077  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 4, 2015  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

JETSETV FC INC

Sincerely,

A handwritten signature in cursive script, appearing to read "Stephen A. Martin".

Director, Exempt Organizations  
Rulings and Agreements

**Kelsey Cares Application for “Back Alley  
Mural Project” and completed Rating  
Criteria Sheets**

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	10
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	10
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	10
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	20

Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	10
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	0
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	60

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

Kelsey Care Non-Profit.

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J D Agosto

# Kelsey Cares

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	***** 15
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	***** 10
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	***** 15
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	***** 15
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	***** 10
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	***** 0
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	65

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

Balance of this page intentionally left blank.



*Rely Case \$20,000*

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	***** <i>25</i>
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	***** <i>10</i>
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	***** <i>18</i>
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation? <i>↳ Evidence by list of volunteers.</i>	20	***** <i>20</i>
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	***** <i>10</i>
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	***** <i>—</i>
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	<i>70</i>

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

*Note: 501(c)(3) top appl certification letter not provided. Copy of 6/30/2017 letter was an assign of an employee ID number not a part of top appl status. Balance of this page intentionally left blank. No Certificate of State provided as req'd.*

*Brenda M. Kibben-Sera*



GRANT REQUEST.

KELSEY CARES,  
NON PROFIT.

03-01-19P02:55 RCVD

AT BROCKMAN.  
561.234-0989  
484-336-5675

**TOWN OF LAKE PARK  
GRANT APPLICATION INSTRUCTIONS AND FORM**

**I. GRANT PROCESS**

The following process has been established by the Commission of the Town of Lake Park to assist groups seeking financial support in the form of a matching grant from the Town of Lake Park. For each Fiscal Year (commencing October 1<sup>st</sup> and ending September 30<sup>th</sup>, grants are available from the Town of Lake Park (Town). The maximum grant is 50 percent of the total monetary cost of a proposed project up to the maximum amount budgeted for this purpose.] The maximum amount available shall be subject to the Commission's annual appropriation as part of its fiscal year budget. **No grant funding shall be recommended to the Commission for award either on a grant or reimbursement basis unless the Finance Director has certified to the Commission that such funding has been budgeted for and appropriated during the regular fiscal year budget process.**

The grant amounts will be available on the following basis:

- **Small Grant Program:** The maximum grant amount that shall be available through this program shall be \$500.00 (which are approved by the Town Manager. Grant applications for funding through the Small Grant Program must be approved by the Town Manager following written confirmation by the Town's Finance Director of the availability of funds prior to approval and after notice of intent to award has been provided by the Town Manager to the Commission. The total amount needed is to be used in determining the grant award. There shall be no artificial division of needed grant funding in order to qualify for the Small Grant Program. No match is required for the Small Grant Program.
- **Large Grant Program:** The grant amount that shall be available through this program shall be \$500.01 to a maximum of \$ 20,000.00 budgeted for Fiscal Year 2019 (which must be approved by the Town Commission at a regularly scheduled Town Commission meeting). A 50 percent match is required for the Large Grant Program, which may be provided in the form of volunteer labor (which is valued at \$20/hr for the purpose of this grant program), donated services, goods/materials, in-kind contributions, and/or cash from another organization or business. The match must be substantiated with a signed Contribution/Match Worksheet as part of the application. **Town resources may NOT be used as matching funds. Matching funds are not transferable to other projects.**
- Grant funds are to be disbursed as either direct payments to vendors or reimbursements to applicants with a valid checking account. In order to reimburse an applicant, the following items must be submitted to the Town: 1) Invoice from the applicant to the Town; 2) Vendor receipts marked "paid" and/or credit card receipts; 3) Copy of front/back of cancelled checks if vendor was paid by check. All vendors receiving direct payment from the Town must complete a W-9 (and any other necessary paperwork) and file with the Town Finance Department. Applicants without a valid checking account will be limited only to direct payments to vendors.

All grants are dependent upon the availability of the Commission's appropriation of funding. Funds are expected to be available for release by the Town by March 1, 2019. No expenses may be incurred before Town approval of the application. Payments to contractor, vendors or distributors that are in excess or outside of the grant award and arranged by the applicant are the responsibility of the applicant. **The Town shall not be held responsible for arrangements of services made by the applicant. As part of its application, applicant shall demonstrate the ability to complete the proposed project and expend all grant funds no later than September 30, 2019.**

## II. APPLICATION DEADLINE

Only one grant application per applicant shall be considered for funding each fiscal year. There is one funding round per fiscal year. For Fiscal Year 2019, the deadline for submittal of all applications for funding is 5:00 p.m. Eastern Time on March 1, 2019. All applications must be submitted with an original signed in blue ink and three (3) copies in sealed envelopes/packages to the following address:

Town of Lake Park  
Office of the Town Clerk, Town of Lake Park  
Lake Park Town Hall  
535 Park Avenue  
Lake Park, Florida 33403

### ***NO APPLICATIONS WILL BE ACCEPTED BY FAX OR E-MAIL.***

All required back-up material (quotes, meeting minutes, etc.) must be attached to the application at the time of submittal, and applications must typed and must be provided on 8½" x 11" paper.

Applications received after the above-stated deadline shall be returned unopened. Receipt of an Application by any Town office, receptionist, or personnel, other than the Office of the Town Clerk shall not constitute "submittal". The Town Clerk's time stamp shall be conclusive as to the timeliness of each submittal.

## III. ELIGIBILITY CRITERIA

With the exception of public entities, eligible applicants must be located within the municipal boundaries of the Town of Lake Park. Eligible applicants include legally established 501(c)(3) nonprofit tax exempt organizations; for profit-businesses; or, public entities. Eligible projects must, in the opinion of the Town Manager (for the Small Grant Program) and the Town Commission (for the Large Grant Program) directly benefit citizens of the Town of Lake Park. Grants will not be made to individuals or to organizations or businesses that have not been in existence for three (3) years prior to the date of application; however, new start-up 501(c)(3) nonprofit tax exempt organizations are eligible to apply.

Examples of projects or programs that are eligible for consideration are as follows (to the extent that such proposed projects or events are consistent with the Eligibility Criteria set forth above):

- **Beautification** – community clean-ups, landscaping in public rights-of-way, minor park improvements, public art.
- **Children/Youth** – short-term neighborhood operated programs which would benefit children (after-school/summer program, tutoring/mentoring), neighborhood-based sporting events.
- **Communication/Membership** – web sites, newsletters, advertising, membership drives, directories.
- **Crime** – signage, newsletters and items associated with neighborhood crime watch operations. Video devices may be considered, as long as they can be affixed in a secure location.
- **\*Events** – supplies, notices, entertainment, rentals for festivals/cclcbrations. *\*Special events must obtain applicable Town Special Event Permits*
- **Identity** – signage, logo design, membership t-shirts.

Eligible projects must comply with the Town's Comprehensive Plan (with regard to economic development projects) as well as all applicable land development codes, including the Florida Fire Prevention Code with Palm Beach County Amendments if applicable. Such compliance must be evidenced by a review by the Town's Department of Community Development and the Palm Beach County Fire Inspector, and the compliance noted on the application form by the Town staff.

**Examples of projects or programs that are NOT eligible for funding are as follows:**

- **Capital Items** – any individual item over \$500 that would require tracking by City property control, excluding signage/ surveillance camera equipment.
- **Computer Hardware/Software** – and other electronic devices and related equipment.
- **Food and/or Provisions** – for festivals/celebrations.
- **Ongoing Multi-year Projects**
- **Ongoing or Operational Costs** – including salaries/personnel
- **Projects/Programs already funded from another source (including current operating budgets)**
- **Projects/Programs that have already been completed**
- **Projects typically funded under other sources such as the Town (or Palm Beach County) department operating budgets, Capital Improvement Program, Community Development Block Grant Program**
- **Political causes or candidates, or religious organizations**
- **Grants from the Town cannot be used to meet the applicant's matching requirement under the Lake Park Community Improvement Beautification Fund or the Community Redevelopment Agency program funding or to pay the Town's rental fees or deposits or for payment of the Town's Special Event Permit Application fee**

**IV. MANDATORY PRE-APPLICATION CONFERENCE**

**A mandatory pre-application conference will be held at 2:00 p.m. Eastern Time on February 13, 2019 in the Commission Chamber, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Only those entities that have attended this mandatory pre-application conference will be eligible to submit applications to this program.**

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TOWN OF LAKE PARK

APPLICATION FOR GRANT ASSISTANCE  
(Please type or print clearly)

I. APPLICANT

- A. Legal Name of Applicant: Kelsey Cares  
~~Brooklyn Adams~~
- B. Address: 3526 700 Park Ave  
City: Lake Park State: FL Zip Code: 33403
- C. Telephone No. (484) 336-5625 FAX No.: \_\_\_\_\_
- D. E-mail Address: info@kelseycares.org
- E. Date the Organization Was Legally Established: 7/27/17 State: FL
- F. Legal Form of Organization (Please Check One Box):  Sole Proprietorship;  
 C or S Corporation;  Limited Liability Company;  Partnership or Limited Partnership;  Nonprofit 501(c)(3) Tax Exempt;  Public Entity
- G. Name of Principal Officer/Business Owner: Rhonda Brockman  
Title: Founder
- H. Contact Person for This Application: Adam Brockman
- I. Telephone No. (if different from above): \_\_\_\_\_
- J. Nature of Organization (please list products/services provided):  
Funding art in Lake Park
- K. Palm Beach County Business Tax Receipt Number (if applicable): \_\_\_\_\_  
Expiration Date: \_\_\_\_\_
- L. Lake Park Business Tax Receipt Number (if applicable): \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

II. DESCRIPTION OF PROPOSED PROJECT

- A. Project/Organization Name: Back Alley Mural Project
- B. Address: 700 Park Ave Lake Park FL 33403
- C. Detailed Project Description Including Project Timelines and Estimated Completion Date (attach additional sheets if necessary):  
See Attachment

*[Please note that all proposed projects must be consistent with the Town of Lake Park's Comprehensive Plan (with regard to economic development projects)] and all applicable zoning requirements, as well as all applicable building and safety codes, as set forth in the Lake Park Code of Ordinances and the Florida Fire Prevention Code with Palm Beach County Amendments. For further information regarding these requirements, please contact the Lake Park Department of Community Development at 561-881-3318.*

**III. FUNDING INFORMATION**

- Town of Lake Park  
**Amount Requested**

\$ 20,000.00

*The maximum grant amount that shall be available through the Small Grant Program is \$500.00 for which no match is required. The maximum grant amount that shall be available through the Large Grant Program shall be \$500.01 to \$25,000.00.*

- **Compilation of matching funds:**

**Volunteer Labor** \$ 10,500.00  
*(Calculate at \$20/hr — Please complete Volunteer Labor Worksheet)*

**Cash** \$ \_\_\_\_\_  
*(Please itemize in Contribution/Match Worksheet)*

**Donated Professional Services** \$ \_\_\_\_\_  
*(Not including Volunteer Labor—Please itemize in Contribution/Match Worksheet)*

**Donated Materials/Supplies** \$ \_\_\_\_\_  
*(Please itemize in Contribution/Match Worksheet)*

**Other (please describe)** \$ \_\_\_\_\_  
*(Matching funds which are not directly related to the project shall not be considered)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total Matching Funds:** \$ 10,000.00

**IV. HOW WILL THIS PROJECT MEET THE ELIGIBILITY CRITERIA AS SET FORTH IN PARAGRAPH III OF THE APPLICATION INSTRUCTIONS?**

*(Attach additional sheets if necessary)*

See Attachment  
\_\_\_\_\_  
\_\_\_\_\_

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**V. REQUIRED DOCUMENTATION**

The applicant shall submit the following documentation:

**For all organizations –**

**For the Small Grant Program:**

- A copy of current official Certificate of Status from the Florida Department of State (which corporations, for example, can request each year at the time that they file their annual Uniform Business Reports with the Florida Department of State) (*if applicable*) – PLEASE NOTE THAT A PRINT-OUT OF CORPORATE INFORMATION FROM THE DEPARTMENT OF STATE CORPORATIONS ONLINE PUBLIC INQUIRY WEB PAGE DOES NOT MEET THIS REQUIREMENT.
- A copy of **current** Certificate of Status of Fictitious Name Registration from the Florida Department of State (*if applicable*)
- A copy of current Palm Beach County Business Tax Receipt (*if applicable*)
- A copy of current Town of Lake Park Business Tax Receipt (*if applicable*)
- A summary of how the applicant proposes to spend the grant.

**For the Large Grant Program (in addition to the documentation listed above):**

- A copy of applicant's current financial statements covering one fiscal year (prepared within 90 days of submittal of this application); or
- Copies of written estimates

**For nonprofit organizations or public entities, in addition to the documentation required for the Small and Large Grant Programs:**

- A copy of the history of the organization, its adopted mission statement and/ or goals, if any
- A complete copy of the applicant's Internal Revenue Service 501(c)(3) tax exempt certification letter
- A copy of the applicant's registration with the Florida Department of Agriculture and Consumer Services (*for nonprofit organizations only*)
- A list of the applicant's governing board (e.g., Board of Directors) and a brief bio on each individual

**VI. REPORT AND REIMBURSEMENT**

- After the project which is the subject of this application is completed, a report shall be submitted to the Town Manager for his review.
- Following Town Manager review, reimbursement will be processed upon receipt of documentation of all approved expenses paid by the grantee and the receipt by the Finance Department of a Request for Disbursement approved by the Town Manager.

**For Fiscal Year 2019, the deadline for submittal of all applications for funding is 5:00 p.m. Eastern Time on March 1, 2019. All applications must be submitted with an original signed in blue ink and three (3) copies in sealed envelopes/packages to the following address:**

**Town of Lake Park  
Office of the Town Clerk, Town of Lake Park  
Lake Park Town Hall  
535 Park Avenue  
Lake Park, Florida 33403**

**NO APPLICATIONS WILL BE ACCEPTED BY FAX OR E-MAIL.**

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	*****
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	*****
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	*****
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	*****
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	*****
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	*****
TOTAL RATING POINTS (Insert at the bottom of Column 3)	*****	

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

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### VOLUNTEER LABOR WORKSHEET

(NOTE: All volunteer labor hours must be allocated after 3/18/19. Preparation of the grant application cannot be considered part of the volunteer labor hours.)

Type of Work	Volunteer Information				
	Name	Address	Phone #	# Hours	Signature
Art Director / Planner	Craig Meinnis	1110 23rd St West Palm Beach FL 33407	561 389 4800	95	
Administration	Stephanie Eckert	700 Texas Ct Ft. Pierce FL 34950	484 830 5675	80	
Planning	Alexandra Eckert	1128 Boston Ave Eft. Prec FL 34950	772 877 1226	55	
Planning	Julie Swanson	700 <del>Frank</del> Texas Ct Ft. Pierce 34950	484 330 5601	60	
Vendor Relations	Daniel Hisey	1699 Barbara Lane WAB FL 33417	561 215 3087	60	
Vendor Relations	John Gruber	<del>516</del> 516 W 13th Malcolm Chandler Ln	918 703 5379	60	
Planning	Tessa Wines	5205 NN Wisk Fern Cr. PSL 34986	772 332 6492	95	
Production	Keith Peters	6491 SW 42nd St	772 634 1910	45	
Production	Seth Johnston	2144 SE meadowbrook RD Stuart FL	772 245 0869	45	
<b>Total Hours:</b>				525	If necessary, additional Volunteer Labor Worksheets may be attached.
<b>Rate:</b>				\$ 20/hr	
<b>Total Volunteer Labor Value:</b>				\$ 10,500	

As Approved by the Town Commission on January 16, 2019  
Previous editions obsolete

CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (not volunteer hours) to be used as part of the grant project. If more than two donations are being received, additional worksheets must be provided.

1) Grant Project Name: \_\_\_\_\_

Donation Type:  Cash  In-kind  
(Check all that apply)  Services  Goods/Materials  
 Other: \_\_\_\_\_

Donor Information:

\_\_\_\_\_  
Organization/Company/Individual Name

\_\_\_\_\_  
Address City/Zip Code

\_\_\_\_\_  
Telephone # E-mail

Itemized Description of Contribution/Match:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Value: \$ \_\_\_\_\_  
(The value of in-kind contributions must be determined by the donor, not the applicant.) \_\_\_\_\_  
Authorized Signature (Donor) \_\_\_\_\_ Date \_\_\_\_\_

2) Grant Project Name: \_\_\_\_\_

Donation Type:  Cash  In-kind  
(Check all that apply)  Services  Goods/Materials  
 Other: \_\_\_\_\_

Donor Information:

\_\_\_\_\_  
Organization/Company/Individual Name

\_\_\_\_\_  
Address City/Zip Code

\_\_\_\_\_  
Telephone # E-mail

Itemized Description of Contribution/Match:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Value: \$ \_\_\_\_\_  
(The value of in-kind contributions must be determined by the donor, not the applicant.) \_\_\_\_\_  
Authorized Signature (Donor) \_\_\_\_\_ Date \_\_\_\_\_

- **Eligibility :** The Back Alley Art Festival will be an event unveiling a new section of mural on the back of the 700 Park Ave. building. This will beautify the surrounding areas and provide public art to all downtown visitors. Not only will this event bring revenue to surrounding businesses but it will also give an opportunity to children in the area to participate in painting with the artists, leading up to the event.
- **Detailed project description :** The festival itself will be taking place on September 28, Saturday. We will have a week long of programming leading up to the event including watching the artists work, community involvement painting with the artists, lectures and more. Work will begin on approximately September 21 and continue until the unveiling event. Artists will be working many different hours including day and night hours to showcase the progression. The festival will feature the mural unveiling, live music, food and drink vendors, and highlight our areas most talented artists with booths of their own selling their artwork.
- **Spending summary :** The money that is granted will be paid to each individual artist (\$1000-\$2000) for their time and original mural creation. We are looking at between five and seven artists depending on what the budget allows. The remainder will be spent on supplies including paint and other materials to accomplish the mural (approximately \$5000). All supplies will be purchased from local businesses supporting the local economy. We will be doing a separate fund-raising campaign to pay for any other expenses related to the festival itself and will be collecting outside sponsorships not associated with this grant.

# OUR MISSION

*"Funding art, theater, music, film, and cultural development through community outreach by providing subsidies for productions, events, artists and musicians to carry out their mission."*

**After multiple community projects to revitalize the Town of Lake Park through the arts, specifically our renowned mural projects, we are now furthering our efforts through receiving our 501(c)(3) nonprofit status. Founded in 1919, the original Kelsey City (now Lake Park) was a cultural hub and we are continuing Harry Kelsey's vision by cultivating The Lake Park Arts District.**



# DONATE

Your tax-deductible donation goes directly to making these **projects** a reality. 100% of the money collected goes directly to material costs (supporting local business in our area) and paying the artists/performers involved. All of the artists are professionals, people who make their living from their art. In turn, we feel it's very important to pay them rather than asking for the work in exchange for "exposure".

We also have grant programs that help subsidize projects in theater, film, music, dance, and other art related projects that might not otherwise be possible due to financial barriers. All of these projects must benefit the local community, as well as incorporating special programming that targets our areas under invited youth.

We have multiple ways you can help! Make a direct donation, sign up for monthly contributions, purchase one of our commemorative bricks, or volunteer your time and/or services.

## CLICK BELOW TO CONTRIBUTE

*you will be taken to our secure PayPal page to confirm your donation.*

**SINGLE  
AMOUNT**

**Donate**



**MONTHLY**

**★ SUBSCRIPTION ★**

Donate : \$25.00 USD - monthly ▼

**Subscribe**



*All donations collected will go towards the greatest need. If you would like your contribution to go to a specific project please specify in the notes section when submitting your donation.*

Recently named 2017 Young Professional of the Year, Brockman is a highly esteemed entrepreneur and visionary in the Town of Lake Park. He is an award winning digital artist who has been wheelchair-bound since the age of two due to Spinal Muscular Atrophy. In 2012 he had the honor of painting a family portrait of former President Barack Obama. AJ has always viewed himself as being "differently abled" rather than "disabled" and lives life to the fullest every day.

Currently serving as the co-owner of The Brewhouse Gallery & The Kelsey Theater, he has revitalized an entire community through art with the birth of The Lake Park Arts District. His crowning achievement is the over 900-foot continuous mural (taking up an entire city block) which is one of the largest mural projects in South Florida.

Brockman is no stranger to the nonprofit world and spent most of his childhood, raising money for the Muscular Dystrophy Association and countless other organizations. **Kelsey Cares** was the natural progression, to create a legitimate 501(c)(3) to further his vision. He has already raised over \$75,000 without any subsidies or government incentives (with average donation levels of less than \$100), which just shows the number of people that have been impacted. See those **projects** continue to come to life and continue to support our efforts by **donating**.



DEPARTMENT OF THE TREASURY  
INTERNAL REVENUE SERVICE  
CINCINNATI OH 45999-0023

Date of this notice: 06-30-2017

Employer Identification Number:  
82-2030991

Form: SS-4

Number of this notice: CP 575 E

KELSEY CARES INC  
700 PARK AVE  
LAKE PARK, FL 33403

For assistance you may call us at:  
1-800-829-4933

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 82-2030991. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

When you submitted your application for an EIN, you checked the box indicating you are a non-profit organization. Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax-Exempt Status for Your Organization, has details on the application process, as well as information on returns you may need to file. To apply for recognition of tax-exempt status under Internal Revenue Code Section 501(c)(3), organizations must complete a Form 1023-series application for recognition. All other entities should file Form 1024 if they want to request recognition under Section 501(a).

Nearly all organizations claiming tax-exempt status must file a Form 990-series annual information return (Form 990, 990-EZ, or 990-PF) or notice (Form 990-N) beginning with the year they legally form, even if they have not yet applied for or received recognition of tax-exempt status.

Unless a filing exception applies to you (search [www.irs.gov](http://www.irs.gov) for Annual Exempt Organization Return: Who Must File), you will lose your tax-exempt status if you fail to file a required return or notice for three consecutive years. We start calculating this three-year period from the tax year we assigned the EIN to you. If that first tax year isn't a full twelve months, you're still responsible for submitting a return for that year. If you didn't legally form in the same tax year in which you obtained your EIN, contact us at the phone number or address listed at the top of this letter.

For the most current information on your filing requirements and other important information, visit [www.irs.gov/charities](http://www.irs.gov/charities).



Department of the Treasury  
Internal Revenue Service  
Ogden UT 84201-0038

Notice	CP299
Notice date	August 14, 2017
Employer ID number	82-2030991
To contact us	Phone 1-877-829-5500 FAX 1-855-214-7520

Page 1 of 2

150868.780079.293143.14480 1 AB 0.403 370



KELSEY CARES INC  
700 PARK AVE  
LAKE PARK FL 33403-2504

17000006670



150868

Message about Form 990-N (e-Postcard)

## Your organization may be required to file a Form 990-N

Our records show that your organization may be required to file an annual electronic notice (e-Postcard), Form 990-N.

### What you must do immediately

If your organization already filed its annual information return (Form 990, 990-PF, or 990-EZ) or e-Postcard, you don't need to do anything right now. You should continue to file a return or e-Postcard every year.

If your organization hasn't filed its annual information return or e-Postcard, it must file as soon as possible.

The annual information return or e-Postcard is due by the 15th day of the fifth month after the close of your tax period. For example, if your tax period ends December 31 and you are filing Form 990-N, your due date is May 15.

### Who can file the e-Postcard Form 990-N?

- A tax-exempt organization other than a private foundation or political or foreign organization whose gross receipts are normally \$50,000 or less
- A Section 509(a)(3) supporting organization of a religious organization whose gross receipts are normally \$5,000 or less

All other supporting organizations generally must file Forms 990 or 990-EZ, even if gross receipts are normally \$50,000 or less.

### To e-file your organization's e-Postcard:

- Go to [irs.gov/charities](http://irs.gov/charities).
- Type 990-N in the search box.
- Click on the link for the Form 990-N.

Continued on back...



# Florida Department of S

## Division of Corporations



Please print and return this page, along with your check or money order, to the  
2018 Annual Report Payment Voucher

Name of Entity: **KELSEY CARES, INC.**

Document Number: **N17000006670**

Tracking Number: **CC6239761168**

Certificate of Status: **No**

Total Amount Due: **\$61.25**

- Please make check, or money order payable to: *Florida Department of State*
- Remove the check stub, if applicable
- Staple check in the top left hand corner of this voucher
- Mail to: *Division of Corporations, P.O. Box 6198, Tallahassee, FL 32314*

**This voucher and check must be received and processed by the Division of Corporations or postmarked by September 21, 2018 to avoid administrative dissolution/revocation.**

**The document is not considered filed until the voucher and payment have been received and processed by this office.**

Daytime telephone number for possible processing questions:

*561-234-0989*

**\*\*If mailing address has changed, please list below\*\***

**MAILING ADDRESS**

**CITY**

**ST**

**ZIPCODE**

**KELSEY CARES**  
700 Park Avenue  
Lake Park, FL 33403

FOR *AMMELBERT*

2670841991 1219203667

Valid Signature Required

7/1 2018

ORDER OF **DIVISION OF CORPORATIONS** \$ **61.25**

SIXTY ONE DOLLARS & *no/100*

PAID TO THE ORDER OF **DIVISION OF CORPORATIONS**

1023  
63-94192670



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

## Detail by Entity Name

Florida Not For Profit Corporation  
KELSEY CARES, INC.

### Filing Information

**Document Number** N17000006670  
**FE/EIN Number** 82-2030991  
**Date Filed** 06/26/2017  
**State** FL  
**Status** ACTIVE

### Principal Address

700 PARK AVE.  
LAKE PARK, FL 33403

### Mailing Address

700 PARK AVE.  
LAKE PARK, FL 33403

### Registered Agent Name & Address

BROCKMAN, ADAM  
700 PARK AVE.  
LAKE PARK, FL 33403

### Officer/Director Detail

#### **Name & Address**

#### **Title PD**

BROCKMAN, ADAM  
3566 COSMOS ST.  
PALM BEACH GARDENS, FL 33410

#### **Title SD**

FELBER, SHARON  
128 LEHANE TER. #103  
NORTH PALM BEACH, FL 33408

#### **Title TD**

OLIASON, BRANDON  
2086 BONISLE CIR.  
RIVIERA BEACH, FL 33418

**Title D**

**ADAMS, ANGEL  
498 W. DREW ST. #B  
LANTANA, FL 33462**

**Title D**

**DODD, DOUG  
13010 60TH ST. NORTH  
WEST PALM BEACH, FL 33411**

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
<b>2018</b>	<b>07/03/2018</b>

**Document Images**

[07/03/2018 -- ANNUAL REPORT](#) [View image in PDF format](#)

[06/26/2017 -- Domestic Non-Profit](#) [View image in PDF format](#)

**Town of Lake Park Grant Application  
Instructions and Form**

**TOWN OF LAKE PARK  
GRANT APPLICATION INSTRUCTIONS AND FORM**

**I. GRANT PROCESS**

The following process has been established by the Commission of the Town of Lake Park to assist groups seeking financial support in the form of a matching grant from the Town of Lake Park. For each Fiscal Year (commencing October 1<sup>st</sup> and ending September 30<sup>th</sup>, grants are available from the Town of Lake Park (Town). The maximum grant is 50 percent of the total monetary cost of a proposed project up to the maximum amount budgeted for this purpose.] The maximum amount available shall be subject to the Commission's annual appropriation as part of its fiscal year budget. **No grant funding shall be recommended to the Commission for award either on a grant or reimbursement basis unless the Finance Director has certified to the Commission that such funding has been budgeted for and appropriated during the regular fiscal year budget process.**

The grant amounts will be available on the following basis:

- **Small Grant Program:** The maximum grant amount that shall be available through this program shall be \$500.00 (which are approved by the Town Manager. Grant applications for funding through the Small Grant Program must be approved by the Town Manager following written confirmation by the Town's Finance Director of the availability of funds prior to approval and after notice of intent to award has been provided by the Town Manager to the Commission. The total amount needed is to be used in determining the grant award. There shall be no artificial division of needed grant funding in order to qualify for the Small Grant Program. No match is required for the Small Grant Program.
- **Large Grant Program:** The grant amount that shall be available through this program shall be \$500.01 to a maximum of \$ 20,000.00 budgeted for Fiscal Year 2019 (which must be approved by the Town Commission at a regularly scheduled Town Commission meeting). A 50 percent match is required for the Large Grant Program, which may be provided in the form of volunteer labor (which is valued at \$20/hr for the purpose of this grant program), donated services, goods/materials, in-kind contributions, and/or cash from another organization or business. The match must be substantiated with a signed Contribution/Match Worksheet as part of the application. **Town resources may NOT be used as matching funds. Matching funds are not transferable to other projects.**
- **Grant funds are to be disbursed as either direct payments to vendors or reimbursements to applicants with a valid checking account. In order to reimburse an applicant, the following items must be submitted to the Town: 1) Invoice from the applicant to the Town; 2) Vendor receipts marked "paid" and/or credit card receipts; 3) Copy of front/back of cancelled checks if vendor was paid by check. All vendors receiving direct payment from the Town must complete a W-9 (and any other necessary paperwork) and file with the Town Finance Department. Applicants without a valid checking account will be limited only to direct payments to vendors.**

All grants are dependent upon the availability of the Commission's appropriation of funding. Funds are expected to be available for release by the Town by March 1, 2019. No expenses may be incurred before Town approval of the application. Payments to contractor, vendors or distributors that are in excess or outside of the grant award and arranged by the applicant are the responsibility of the applicant. **The Town shall not be held responsible for arrangements of services made by the applicant. As part of its application, applicant shall demonstrate the ability to complete the proposed project and expend all grant funds no later than September 30, 2019.**

## II. APPLICATION DEADLINE

Only one grant application per applicant shall be considered for funding each fiscal year. There is one funding round per fiscal year. For Fiscal Year 2019, the deadline for submittal of all applications for funding is 5:00 p.m. Eastern Time on March 1, 2019. All applications must be submitted with an original signed in blue ink and three (3) copies in sealed envelopes/packages to the following address:

Town of Lake Park  
Office of the Town Clerk, Town of Lake Park  
Lake Park Town Hall  
535 Park Avenue  
Lake Park, Florida 33403

### ***NO APPLICATIONS WILL BE ACCEPTED BY FAX OR E-MAIL.***

All required back-up material (quotes, meeting minutes, etc.) must be attached to the application at the time of submittal, and applications must typed and must be provided on 8½" x 11" paper.

Applications received after the above-stated deadline shall be returned unopened. Receipt of an Application by any Town office, receptionist, or personnel, other than the Office of the Town Clerk shall not constitute "submittal". The Town Clerk's time stamp shall be conclusive as to the timeliness of each submittal.

## III. ELIGIBILITY CRITERIA

With the exception of public entities, eligible applicants must be located within the municipal boundaries of the Town of Lake Park. Eligible applicants include legally established 501(c)(3) nonprofit tax exempt organizations; for profit-businesses; or, public entities. Eligible projects must, in the opinion of the Town Manager (for the Small Grant Program) and the Town Commission (for the Large Grant Program) directly benefit citizens of the Town of Lake Park. Grants will not be made to individuals or to organizations or businesses that have not been in existence for three (3) years prior to the date of application; however, new start-up 501(c)(3) nonprofit tax exempt organizations are eligible to apply.

Examples of projects or programs that are eligible for consideration are as follows (to the extent that such proposed projects or events are consistent with the Eligibility Criteria set forth above):

- **Beautification** – community clean-ups, landscaping in public rights-of-way, minor park improvements, public art.
- **Children/Youth** – short-term neighborhood operated programs which would benefit children (after-school/summer program, tutoring/mentoring), neighborhood-based sporting events.
- **Communication/Membership** – web sites, newsletters, advertising, membership drives, directories.
- **Crime** – signage, newsletters and items associated with neighborhood crime watch operations. Video devices may be considered, as long as they can be affixed in a secure location.
- **\*Events** – supplies, notices, entertainment, rentals for festivals/celebrations. *\*Special events must obtain applicable Town Special Event Permits*
- **Identity** – signage, logo design, membership t-shirts.

Eligible projects must comply with the Town's Comprehensive Plan (with regard to economic development projects) as well as all applicable land development codes, including the Florida Fire Prevention Code with Palm Beach County Amendments if applicable. Such compliance must be evidenced by a review by the Town's Department of Community Development and the Palm Beach County Fire Inspector, and the compliance noted on the application form by the Town staff.

Examples of projects or programs that are NOT eligible for funding are as follows:

- **Capital Items** – any individual item over \$500 that would require tracking by City property control, excluding signage/ surveillance camera equipment.
- **Computer Hardware/Software** – and other electronic devices and related equipment.
- **Food and/or Provisions** – for festivals/celebrations.
- **Ongoing Multi-year Projects**
- **Ongoing or Operational Costs** – including salaries/personnel
- **Projects/Programs already funded from another source (including current operating budgets)**
- **Projects/Programs that have already been completed**
- **Projects typically funded under other sources such as the Town (or Palm Beach County) department operating budgets, Capital Improvement Program, Community Development Block Grant Program**
- **Political causes or candidates, or religious organizations**
- **Grants from the Town cannot be used to meet the applicant’s matching requirement under the Lake Park Community Improvement Beautification Fund or the Community Redevelopment Agency program funding or to pay the Town’s rental fees or deposits or for payment of the Town’s Special Event Permit Application fee**

IV. MANDATORY PRE-APPLICATION CONFERENCE

**A mandatory pre-application conference will be held at 2:00 p.m. Eastern Time on February 13, 2019 in the Commission Chamber, Lake Park Town Hall, 535 Park Avenue, Lake Park, Florida 33403. Only those entities that have attended this mandatory pre-application conference will be eligible to submit applications to this program.**

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TOWN OF LAKE PARK

APPLICATION FOR GRANT ASSISTANCE  
(Please type or print clearly)

I. APPLICANT

- A. Legal Name of Applicant: \_\_\_\_\_
- B. Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
- C. Telephone No. \_\_\_\_\_ FAX No.: \_\_\_\_\_
- D. E-mail Address: \_\_\_\_\_
- E. Date the Organization Was Legally Established: \_\_\_\_\_ State: \_\_\_\_\_
- F. Legal Form of Organization (Please Check One Box):  Sole Proprietorship;  
 C or S Corporation;  Limited Liability Company;  Partnership or Limited  
Partnership;  Nonprofit 501(c)(3) Tax Exempt;  Public Entity
- G. Name of Principal Officer/Business Owner: \_\_\_\_\_  
\_\_\_\_\_ Title: \_\_\_\_\_
- H. Contact Person for This Application: \_\_\_\_\_
- I. Telephone No. (if different from above): \_\_\_\_\_
- J. Nature of Organization (please list products/services provided): \_\_\_\_\_  
\_\_\_\_\_
- K. Palm Beach County Business Tax Receipt Number (if applicable): \_\_\_\_\_  
Expiration Date: \_\_\_\_\_
- L. Lake Park Business Tax Receipt Number (if applicable): \_\_\_\_\_  
Expiration Date: \_\_\_\_\_

II. DESCRIPTION OF PROPOSED PROJECT

- A. Project/Organization Name: \_\_\_\_\_
- B. Address: \_\_\_\_\_
- C. Detailed Project Description Including Project Timelines and Estimated Completion Date  
(attach additional sheets if necessary):  
\_\_\_\_\_  
\_\_\_\_\_

*[Please note that all proposed projects must be consistent with the Town of Lake Park's Comprehensive Plan (with regard to economic development projects)] and all applicable zoning requirements, as well as all applicable building and safety codes, as set forth in the Lake Park Code of Ordinances and the Florida Fire Prevention Code with Palm Beach County Amendments. For further information regarding these requirements, please contact the Lake Park Department of Community Development at 561-881-3318.*



**III. FUNDING INFORMATION**

- Town of Lake Park

**Amount Requested** \$ \_\_\_\_\_

*The maximum grant amount that shall be available through the Small Grant Program is \$500.00 for which no match is required. The maximum grant amount that shall be available through the Large Grant Program shall be \$500.01 to \$25,000.00.*

▪ **Compilation of matching funds:**

**Volunteer Labor** \$ \_\_\_\_\_  
*(Calculate at \$20/hr — Please complete Volunteer Labor Worksheet)*

**Cash** \$ \_\_\_\_\_  
*(Please itemize in Contribution/Match Worksheet)*

**Donated Professional Services** \$ \_\_\_\_\_  
*(Not including Volunteer Labor - Please itemize in Contribution/Match Worksheet)*

**Donated Materials/Supplies** \$ \_\_\_\_\_  
*(Please itemize in Contribution/Match Worksheet)*

**Other (please describe)** \$ \_\_\_\_\_  
*(Matching funds which are not directly related to the project shall not be considered)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Total Matching Funds:** \$ \_\_\_\_\_

**IV. HOW WILL THIS PROJECT MEET THE ELIGIBILITY CRITERIA AS SET FORTH IN PARAGRAPH III OF THE APPLICATION INSTRUCTIONS?**

*(Attach additional sheets if necessary)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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V. **REQUIRED DOCUMENTATION**

The applicant shall submit the following documentation:

**For all organizations –**

**For the Small Grant Program:**

- A copy of current official Certificate of Status from the Florida Department of State (which corporations, for example, can request each year at the time that they file their annual Uniform Business Reports with the Florida Department of State) (*if applicable*) – PLEASE NOTE THAT A PRINT-OUT OF CORPORATE INFORMATION FROM THE DEPARTMENT OF STATE CORPORATIONS ONLINE PUBLIC INQUIRY WEB PAGE DOES NOT MEET THIS REQUIREMENT.
- A copy of **current** Certificate of Status of Fictitious Name Registration from the Florida Department of State (*if applicable*)
- A copy of current Palm Beach County Business Tax Receipt (*if applicable*)
- A copy of current Town of Lake Park Business Tax Receipt (*if applicable*)
- A summary of how the applicant proposes to spend the grant.

**For the Large Grant Program (in addition to the documentation listed above):**

- A copy of applicant's current financial statements covering one fiscal year (prepared within 90 days of submittal of this application); or
- Copies of written estimates

**For nonprofit organizations or public entities, in addition to the documentation required for the Small and Large Grant Programs:**

- A copy of the history of the organization, its adopted mission statement and/ or goals, if any
- A complete copy of the applicant's Internal Revenue Service 501(c)(3) tax exempt certification letter
- A copy of the applicant's registration with the Florida Department of Agriculture and Consumer Services (*for nonprofit organizations only*)
- A list of the applicant's governing board (e.g., Board of Directors) and a brief bio on each individual

VI. **REPORT AND REIMBURSEMENT**

- After the project which is the subject of this application is completed, a report shall be submitted to the Town Manager for his review.
- Following Town Manager review, reimbursement will be processed upon receipt of documentation of all approved expenses paid by the grantee and the receipt by the Finance Department of a Request for Disbursement approved by the Town Manager.

**For Fiscal Year 2019, the deadline for submittal of all applications for funding is 5:00 p.m. Eastern Time on March 1, 2019. All applications must be submitted with an original signed in blue ink and three (3) copies in sealed envelopes/packages to the following address:**

Town of Lake Park  
Office of the Town Clerk, Town of Lake Park  
Lake Park Town Hall  
535 Park Avenue  
Lake Park, Florida 33403

**NO APPLICATIONS WILL BE ACCEPTED BY FAX OR E-MAIL.**

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	*****
Demonstration of Community Need - How well does the application describe, communicate/address a community need?	20	*****
Evidence of Community/Applicant Strengthening - Does the project have the potential to strengthen the overall neighborhood and applicant?	20	*****
Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	*****

Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	*****
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	*****
<b>TOTAL RATING POINTS (Insert at the bottom of Column 3)</b>	*****	

The "average score" derived from the Grant Review Committee will be determined by dividing the total points given to an application by the number of scores. The highest scoring applications will be considered first. Funds will be allocated based on application average scores in descending order until funds are depleted. Funds will not be allocated to any application with an average score less than 65.

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## VOLUNTEER LABOR WORKSHEET

*(NOTE: All volunteer labor hours must be allocated after 3/18/19. Preparation of the grant application cannot be considered part of the volunteer labor hours.)*

Type of Work	Volunteer Information				
	Name	Address	Phone #	# Hours	Signature
<b>Total Hours:</b>					If necessary, additional Volunteer Labor Worksheets may be attached.
<b>Rate:</b>				\$ 20/hr	
<b>Total Volunteer Labor Value:</b>				\$	

CONTRIBUTION/MATCH WORKSHEET

Please provide information for each donation (not volunteer hours) to be used as part of the grant project. If more than two donations are being received, additional worksheets must be provided.

1) Grant Project Name: \_\_\_\_\_

Donation Type:  Cash  In-kind
 Services  Goods/Materials
 Other: \_\_\_\_\_

Donor Information:

Organization/Company/Individual Name

Address City/Zip Code

Telephone # E-mail

Itemized Description of Contribution/Match:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Value: \$ \_\_\_\_\_ Authorized Signature (Donor) \_\_\_\_\_ Date \_\_\_\_\_
(The value of in-kind contributions must be determined by the donor, not the applicant.)

2) Grant Project Name: \_\_\_\_\_

Donation Type:  Cash  In-kind
 Services  Goods/Materials
 Other: \_\_\_\_\_

Donor Information:

Organization/Company/Individual Name

Address City/Zip Code

Telephone # E-mail

Itemized Description of Contribution/Match:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Value: \$ \_\_\_\_\_ Authorized Signature (Donor) \_\_\_\_\_ Date \_\_\_\_\_
(The value of in-kind contributions must be determined by the donor, not the applicant.)

**Sign-in Sheet from February 13, 2019  
Mandatory Pre-application Conference**



BID #

PROJECT: Town Grant Making Program

CLOSING DATE/TIME:

March 1, 2019 5:00 p.m.

**MANDATORY PRE-APPLICATION CONFERENCE February 13, 2019 2:00 p.m.**

	CONTACT NAME & COMPANY	ADDRESS	PHONE	FAX	EMAIL ADDRESS
1	Mrs. potent with re Arch ministry Pastor Martina Tate WALKER	3208 N. <del>W. 1st St</del> 2916 East Samaritan Church, W.P.A., FL 33407	561-379-4782	561-577-5994	dmrnpotent1948@a yahoo.com
2	Marsha Merington - Unique Isack DBA Lombard & Merington Holdings LLC. W.P.A., FL 33407	848 Park Ave	561-202-7889	-	marshamerington@gmail.com
3	JOHN Linber W/A	568 N. Redwood DR	312-560-0110	NA	MASCARO @ AOL. COM contact@jetsetv.com jetsetv@
4	JETSETV F.C. Inc.	625 Park Av.	561-847-1889	-	jetsetv@
5	Daniel Newcoms Vintage Iron	3035 E Community Dr	561-523-5666	-	VintageIronClub.org
6	Bob Gilbert	50 East Riverside Dr. Jupiter FL 33469	561-385-7425	-	Vintage Iron Club.org
7	Michael O'Rourke Diversity Council	501 Lake Shore Dr. # 701 LP 33403	561-252-8648	-	morsstar150@gmail.com
8	Chondra-Ja Brockman 700 PARK AVE HOLDINGS, LLC	700 PARK AVENUE LAKE PARK, FL 33403	561-234-0989	561-328-7482	AJOMAMA@gmail.com
9	Adam AJ Brockman KELSEY CARES NOW PEOPLE	722 PARK AVE LAKE PARK 33403	561-412-5214	561-328-7482	info@brewhouse cyltery.com
10	Joseph Rice Parent 2 Parent Group Inc	315 Evergreen Drive Lake Park FL	561-595-3067		p2p4us@gmail.com



**BID #**

**PROJECT:** Town Grant Making Program

**CLOSING DATE/TIME:**

March 1, 2019 5:00 p.m.

**MANDATORY PRE-APPLICATION CONFERENCE February 13, 2019 2:00 p.m.**

	CONTACT NAME & COMPANY	ADDRESS	PHONE	FAX	EMAIL ADDRESS
11	Johnny or Kennedy Johnson Soccer Shots Northern Palm Beach	920 Poplar Drive Lake Park FL 33403	561-805-0036		kennedy@soccershots.org
12	Board Member Carole Pichney, ARTISTS of PALM BEACH COUNTY	900 Park Avenue L.K. Park	561-345-2842		CPICHNEY@GMAIL.COM
13	Maxine Schreiber, Artists of Palm Beach County	800 Park Ave,	561-345-2842		maxine@schreiberstudio.com Artistofpbc@gmail.com
14					
15					
16					
17					
18					
19					
20					



# **Blank Rating Criteria Sheets**

1. RATING CRITERIA	2. RATING POINTS	3. TOTAL RATING POINTS
Each application may be given a maximum of 110 points as follows:	*****	*****
Project Description - How well does the application clearly describe the project and its goals?	20	
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Community Support - Does the application show evidence of community consensus for the project and resident involvement in the implementation?	20	
Appropriateness of Proposed Budget - Are the budget revenues and expenses clear and justifiable, funding source(s) appropriate?	20	
Bonus - Up to ten additional bonus points may be allocated through the incorporation of sustainable/"green" initiatives that are directly related to the project and documented in the grant application.	10	
TOTAL RATING POINTS (Insert at the bottom of Column 3)	*****	

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