



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, August 21, 2019,
Immediately Following the
Commission Budget Workshop,
Lake Park Town Hall
535 Park Avenue

Michael O'Rourke	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
John Linden	—	Commissioner
Roger Michaud	—	Commissioner
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, MMC	—	Town Clerk

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

A. **CALL TO ORDER/ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **SPECIAL PRESENTATIONS/REPORTS**

None

D. **PUBLIC COMMENT:**

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

E. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal

sequence on the agenda. Any person wishing to speak on an agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

1. **Regular Commission Meeting Minutes of August 7, 2019.** **Tab 1**
2. **Resolution No. 61-08-19 Authorizing and Directing the Mayor to Execute the Grant Agreement for the Lake Park Town Hall Structural Condition Assessment and Report for the Town Clerk Ceiling and Exterior Doors.** **Tab 2**
3. **Proclamation Recognizing the Month of August 2019 as Florida Water Professionals Month.** **Tab 3**

F. PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:
None

G. PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:
None

H. NEW BUSINESS:
None

I. PUBLIC COMMENT:
This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

J. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

K. REQUEST FOR FUTURE AGENDA ITEMS:

L. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, September 4, 2019

Consent Agenda

TAB 1



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 21, 2019

Agenda Item No. Tab 1

Agenda Title: Regular Commission Meeting Minutes of August 7th, 2019.

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

Approved by Town Manager *[Signature]* **Date:** 8-13-19

[Signature]
Name/Title Shaquita Edwards, Deputy Town Clerk

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0.00 Funding Source: Acct.: <input type="checkbox"/> Finance _____	Attachments: - Minutes -Exhibits "A-D"
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <u>S.E.</u> Please initial one.

Recommended Motion: To approve the Regular Commission Meeting Minutes of August 7th, 2019.



**Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, August 7, 2019, 6:30 PM
Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, August 7, 2019 at 6:30 p.m. Present were Mayor Michael O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, John Linden. Commissioner Roger Michaud arrived at 6:34 p.m., Town Manager John O. D'Agostino, Assistant Town Attorney Jamie Gavigan, and Town Clerk Vivian Mendez.

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

SPECIAL PRESENTATIONS/REPORTS:

1. Proclamation in Honor of Willie Williams.

Mayor O'Rourke presented the proclamation to Mr. Williams. The Commission thanked Mr. Williams for his service to the Town of Lake Park. Mr. Williams accepted the proclamation and expressed his gratitude to the Town and his former colleagues.

2. Proclamation in Honor of Lake Park Elementary School Principal Michelle Fleming.

Mayor O'Rourke presented the proclamation to Ms. Fleming. Ms. Fleming accepted the proclamation and expressed her gratitude for the entire Lake Park Elementary staff, and the Town of Lake Park Commission.

3. Presentation by Children's Services Council of Palm Beach County.

Elizabeth Cason, Children's Services of Palm Beach County presented to the Commission (see Exhibit "A").

The Commission recessed to enjoy cake with the proclamation recipients from 7:00 p.m. -7:15 p.m.

PUBLIC COMMENT:

None

CONSENT AGENDA:

- 4. Commission Budget Meeting of July 17, 2019.**
- 5. Regular Commission Meeting Minutes of July 17, 2019.**
- 6. Approval of Stormwater Policy Committee Constitution.**
- 7. Revised Instructions and Application Form for Town of Lake Park Grant Making Program.**

Motion: Commissioner Flaherty moved to approve the Consent agenda; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC HEARING(S) – ORDINANCE ON FIRST READING:

None

PUBLIC HEARING(S) – ORDINANCE ON SECOND READING:

*****OPEN PUBLIC HEARINGS *****

8. Ordinance No. 04-2019 Creating Town Code Section 78-70(n)(20), Providing for Authorization to the Community Development Director to Approve up to a Twenty Percent Deviation from the Height of a Building to Facilitate Better Architecture and Appearances of Building in the Park Avenue Downtown District

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, CREATING TOWN CODE SECTION 78-70 (n)(20); PROVIDING FOR AUTHORIZATION TO THE COMMUNITY DEVELOPMENT DIRECTOR TO APPROVE UP TO A TWENTY PERCENT DEVIATION FROM THE HEIGHT OF A BUILDING TO FACILITATE BETTER ARCHITECTURE AND APPEARANCES OF BUILDING IN THE PARK AVENUE DOWNTOWN DISTRICT; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager D'Agostino provided a brief summary of the item on second reading.

Motion: Commissioner Michaud moved to approve Ordinance 04-2019 on second reading; Commissioner Linden seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

Assistant Town Attorney Gavigan read the Ordinance by title only.

9. Ordinance No. 05-2019 Amending Chapter 28 of the Town Code Repealing Article V Entitled “Economic Development Ad Valorem Tax Exemptions”.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 28 OF THE CODE OF ORDINANCES BY REPEALING ARTICLE V ENTITLED “ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTIONS; AND SECTIONS 28-251 TO 28-260 AS CODIFIED THEREIN; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager D’Agostino provided a brief summary of the item on second reading.

Motion: Commissioner Linden moved to approve Ordinance 05-2019 on second reading; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

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

- **The Commission to Disclose any Ex-Parte Communication at this time.**

Commissioner Flaherty had no Ex-parte Communication to disclose.

Vice-Mayor Glas-Castro had no Ex-parte Communication to disclose.

Commissioner Michaud had no Ex-parte Communication to disclose.

Commissioner Linden had no Ex-parte Communication to disclose.

Mayor O’Rourke disclosed that he has cordial communication with the applicant.

- **All Witnesses to be Sworn-in at this time.**

Assistant Town Attorney Gavigan swore-in all witnesses.

10. Resolution No. 57-08-19 Development Order for 754 Park Avenue LLC.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING RESOLUTION 93-11-17 WHICH APPROVED A CONDITIONAL USE AND SITE PLAN FOR THE PROPERTY LOCATED AT 754 PARK AVENUE; PROVIDING FOR THE ELIMINATION OF THE SQUARE FOOTAGE ALLOCATED FOR A RESTAURANT AND INCREASING THE SQUARE FOOTAGE FOR THE BUSINESS OFFICE USE TO 5,205; PROVIDING FOR THE ALLOCATION OF 6,690 SQUARE FEET OF THE PROPERTY FOR A MICROBREWERY USE, WHICH INCLUDES A ROOF-TOP OPEN AIR PATIO AND TASTING ROOM; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director DiTommaso explained the item (see Exhibit “B”). Jessica Dornblaser of the Everglades Architecture Group presented to the Commission the changes that were made to the original site plan. Commissioner Linden expressed concerns regarding hours of operation and possible noise complaints. Discussion ensued regarding possible noise nuisance complaints, and changes to the hours of operation. Assistant Town Attorney Gavigan swore-in an additional witness Tim Dornblaser. Mr. Dornblaser asked the Commission for consideration of modified hours of operation for Thursday-Saturday. Mayor O’Rourke asked that the modifications to the hours of operation be reflected in the final agreement. Vice-Mayor Glas-Castro asked if permit applications were previously submitted. Community Development Director DiTommaso explained that the permit application was under review, and that permits had not been issued. Vice-Mayor Glas-Castro asked if Mr. Dornblaser had an anticipated deadline. Mr. Dornblaser explained the permitting process with Palm Beach County Fire Rescue, and Seacoast Utility Authority. Commissioner Linden expressed concern regarding condition number 15. He explained that the condition did not include specific start and end dates. Town Manager D’Agostino suggested to set the start date as the date of opening and or issuance of certificate of occupancy.

Motion: Commissioner Linden moved to approve Resolution 57-08-19 with modifications to condition 15 and 16; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

Mayor O’Rourke and the Commission thanked Mrs. Dornblaser for her presentation.

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

NEW BUSINESS:

11. Resolution No. 58-08-19 Second Amendment to the Palm Beach County Interlocal Agreement for the parking area located on the northeast corner of US-1 and Silver Beach Road.

Town Manager D’Agostino explained the item.

Motion: Vice-Mayor Glas-Castro moved to approve Resolution No. 58-08-19; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

12. Resolution No. 59-08-19 Approve Work Authorization with Water Resource Management Associates (WRMA) for the Planning of 10th Street Green Infrastructure Project.

Town Manager D’Agostino explained the item. Public Works Director Richard Scherle and Raul Mercado of WRMA presented to the Commission (see Exhibit “C”). Mr. Mercado explained that importance of Green Infrastructure Project and the associated funding. Mayor O’Rourke questioned if the project would include open green spaces. Mr. Mercado answered, “Yes.” and explained the incorporation of open green spaces as related to the project.

Motion: Commissioner Flaherty moved to approve Resolution No. 59-08-19; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

13. Intergovernmental Coordination Program – Commission to Appoint Representative.

Town Manager D’Agostino explained the item. Discussion ensued, Mayor O’Rourke volunteered to serve as the representative and Commissioner Linden volunteered to serve as the alternate representative for the Town of Lake Park.

Motion: Commissioner Michaud moved to appoint Mayor O’Rourke as the representative and Commissioner Linden as the alternate member of the Intergovernmental Coordination Program; Vice-Mayor Glas-Castro seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

14. A Request from Bridges of Lake Park to Allow the Town to be an Event Co-Sponsor for the Upcoming Community Baby Shower to be Held on Saturday, October 19, 2019 in the Mirror Ballroom.

Anishka Hepburn, Director of Bridges of Lake Park, presented to the Commission. She explained that the goal of the Community Baby Shower was to provide educational awareness to expectant mothers and families.

Motion: Commissioner Linden moved to approve the Town of Lake Park as a Co-Sponsor of the Community Baby Shower and requests made by the event organizer; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

15. Setting the Date for the US-1 Streetscape/Medians Workshop as Wednesday, August 28, 2019 at 6:00 p.m., immediately following the Marina Visioning Workshop.

Motion: Commissioner Michaud moved to schedule the US-1 Streetscape/Medians Workshop for August 28, 2019 at 6:00 p.m. immediately followed by the Marina Visioning Workshop; Vice-Mayor Glas-Castro seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC COMMENT: None

FUTURE AGENDA SUGGESTIONS: None

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Assistant Town Attorney Gavigan had no comments.

Town Manager D'Agostino see attached (Exhibit "D").

Commissioner Linden announced that he attended Christmas in July Talent Show at the Tropical Sands Christian Church in Palm Beach Gardens, Florida. He announced that he attended the City of Riviera Beach Back to School event, he explained that vendors were also in attendance to provide educational material to the community.

Commissioner Michaud looked forward to attending the Annual Florida League of Cities Conference in Orlando, Florida. He congratulated his children on their accomplishments. He announced that his daughter would begin her junior year of college at the University of Central Florida and that his son had received his Driver License.

Commissioner Flaherty recognized Ms. Michelle Fleming and the Children's Services Council of Palm Beach County. He announced that he also looked forward to the Annual Florida League of Cities Conference.

Vice-Mayor Glas-Castro had no announcements.

Mayor O'Rourke announced the Town of Lake Park Back to School Extravaganza was scheduled for Saturday, August 10, 2019, 10:00 a.m. until 1:00 p.m. He announced that he attended a presentation at Town of Palm Beach Shores on Monday, August 5, 2019.

ADJOURNMENT

There being no further business to come before the Commission, and by unanimous decision, the meeting adjourned at 8:30 p.m.

Mayor Michael O'Rourke

Town Clerk, Vivian Mendez, MMC

Deputy Town Clerk, Shaquita Edwards, MPA, CMC

Town Seal

Approved on this _____ of _____, 2019

Exhibit "A"

**So
Our
Children**



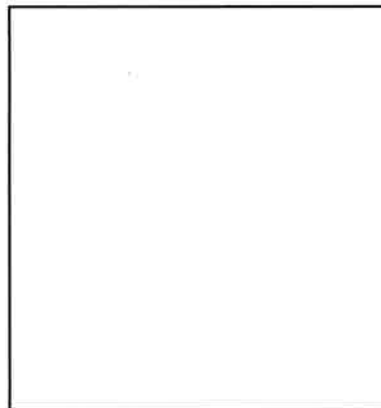
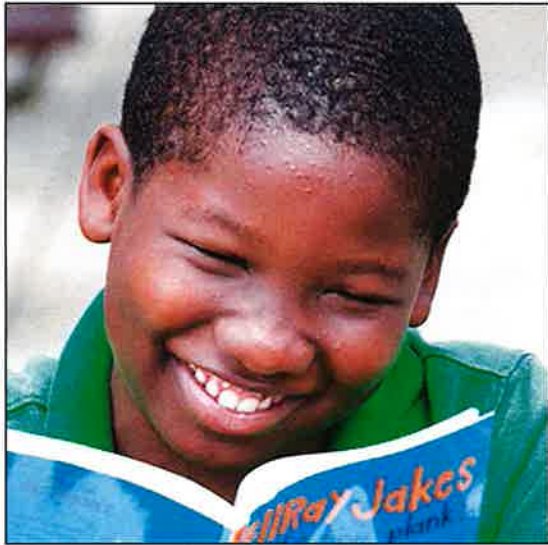
**Grow
Up . . .**

Healthy. Safe. Strong.



**Children's
Services Council**
PALM BEACH COUNTY
Healthy. Safe. Strong.

Who We Serve



What is a Children's Services Council?



- Florida is the only state where each county is allowed to create its own Children's Services Council, designed to fund children's programs.
- Children's Services Council of Palm Beach County is one of eight CSCs in the state.
- Children's Services Council of Palm Beach County has been serving the county since 1986.



Who We Are



- Children's Services Council:
 - Funds 55 programs in Palm Beach County.
 - Serves more than 70,000 children and families through outreach and special initiatives annually.
 - Provides funding for more than 18,000 scholarships for child care and afterschool care.
 - Funds educational enhancements for 200+ afterschool programs last year.



www.cscpb.org



Our Goals for the Community

- Children's Services Council of Palm Beach County is dedicated to ensuring our children are:
 - Born healthy
 - Safe from abuse and neglect
 - Ready to learn when they enter kindergarten
 - Have access to quality afterschool and summer programs



Agencies Receiving CSC Funds

- Early Learning Coalition of Palm Beach County
- Literacy Coalition of Palm Beach County
- Pathways to Prosperity
- United Way of Palm Beach County
- Healthy Mothers, Healthy Babies Coalition of PBC
- Legal Aid Society of Palm Beach County
- Prime Time Palm Beach County
- HomeSafe
- Children's Home Society of Florida
- Sickle Cell Foundation of Palm Beach County & Treasure Coast

and many others ...



Healthy Beginnings

32 programs that are:

- All local
- All free or low cost for families
- All for pregnant women and families with children 0-5 years old

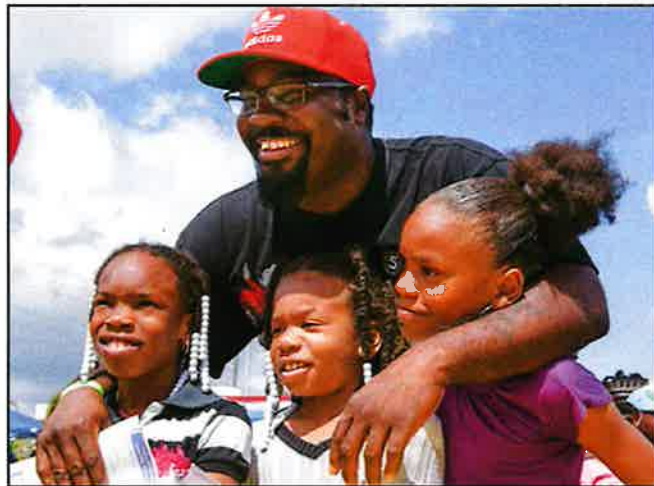


Strong Minds Network

More than 240 child care providers in our county are part of the Strong Minds network.



BRIDGES



Locations

Belle Glade

Boynton Beach

Highland

Lake Park

Lake Worth

Lake Worth West

Northwood

Pahokee

Riviera Beach

West Palm Beach



A Book for EveryChild



Child Safety

Children's Services Council funds Safe Kids Palm Beach County and the Drowning Prevention Coalition of Palm Beach County.



EveryParentPBC.org and EveryParent Apps

- Available for iPhone and Android



- Timely, relevant push notifications
- Ability to save personal memories/milestones

Get personalized, parenting info based on your child's age - 0 to 18.



www.cscpbc.org



Town of Lake Park



\$620,292
Healthy Beginnings
spending in 2018

276
2018 Healthy
Beginnings families



\$34,124
Triple P spending
in 2018

21 2018
Triple P
families



\$404,335
BRIDGES spending in 2018

434
2018 BRIDGES families

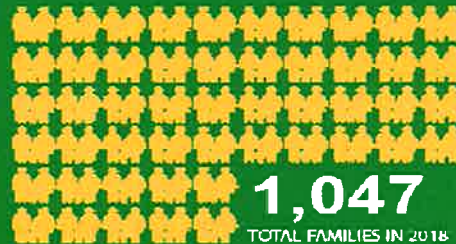
LAKE PARK

AT A GLANCE

Children's Services Council funds more than 50 programs in Palm Beach County to ensure children are born healthy, safe from abuse and neglect, ready to learn when they enter kindergarten, and have access to quality afterschool and summer programs.



\$2.13 million GRAND TOTAL



1,047
TOTAL FAMILIES IN 2018



\$406,188
Afterschool spending
in 2018

313
2018 Afterschool
children



\$611,542
Early Education
spending in 2018

283
2018 Early
Education children



www.cscpbc.org



Follow, Like and Share on Social Media



Facebook.com/cscpbcb

#cscpbcb

#EveryParent

Link to [EveryParentPBC.org](https://www.EveryParentPBC.org)



@cscpbcb

#cscpbcb

#EveryParent

Link to [EveryParentPBC.org](https://www.EveryParentPBC.org)



@cscpbcb

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#EveryParent

Link to [EveryParentPBC.org](https://www.EveryParentPBC.org)



YouTube.com/cscpbcb

Share our videos and
subscribe to our channel:
Children's Services Council
of Palm Beach County

Programs Making a Difference

- Programs funded by Children's Services Council:
 - Keep children learning
 - Help keep medical costs down through education and prevention
 - Allow parents to work by providing quality child care
 - Make neighborhoods safer



Questions?

- To learn more about the services available to children and families, call **561.740.7000** or visit: **www.cscpbc.org**.





Exhibit "B"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 7, 2019

Agenda Item No. Tab 10

Agenda Title: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING RESOLUTION 93-11-17 WHICH APPROVED A CONDITIONAL USE AND SITE PLAN FOR THE PROPERTY LOCATED AT 754 PARK AVENUE; PROVIDING FOR THE ELIMINATION OF THE SQUARE FOOTAGE ALLOCATED FOR A RESTAURANT AND INCREASING THE SQUARE FOOTAGE FOR THE BUSINESS OFFICE USE TO 5,205; PROVIDING FOR THE ALLOCATION OF 6,690 SQUARE FEET OF THE PROPERTY FOR A MICROBREWERY USE, WHICH INCLUDES A ROOF-TOP OPEN AIR PATIO AND TASTING ROOM; AND PROVIDING FOR AN EFFECTIVE DATE.

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- ORDINANCE ON 1st READING
- NEW BUSINESS – Quasi-Judicial Public Hearing Resolution**
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager

[Signature]

Date:

7-31-19

Nadia Di Tommaso / Community Development Director

Name/Title

<p>Originating Department:</p> <p>Community Development</p>	<p>Costs: \$ Certified Mail/Notices/Legal Review</p> <p>Funding Source: Applicant Escrow Account</p> <p>Acct. # 5083</p> <p><input type="checkbox"/> Finance <i>[Signature]</i></p>	<p>Attachments:</p> <ul style="list-style-type: none"> → Resolution 57-08-19 → Applicant application and associated documents → Original Resolution 93-11-17 → Legal Ad and Certified Letter → PLANS - in the Dropbox
<p>Advertised:</p> <p>Date: 07/28/2019 and Certified Mail on 07/26/19</p> <p>Paper: Palm Beach Post and Mail</p> <p><input type="checkbox"/> Not Required</p>	<p>All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.</p>	<p>Yes I have notified everyone <u>ND</u></p> <p>OR</p> <p>Not applicable in this case</p> <p>Please initial one.</p>

Summary Explanation/Background:

On behalf of 754 Park Ave, LLC (the Owner), the Everglades Architecture Group, acting as the Owner's authorized agent (the Applicant) has submitted an application to amend the site plan approved for the property located at 754 Park Avenue (the Site). The Owner's application proposes a reallocation of the square footage of the uses on the Site and some minor exterior architectural modifications. The revised site plan proposes a combined 6,690 square foot microbrewery conditional use (previously approved) inclusive of a roof-top open air patio and tasting room, and a 5,205 square foot business office, with common area and the total number of maximum rooftop seats (270) not changing (the Application), at 754 Park Ave (the Site). The Site proposed for development has a future land use designation of "Downtown" and with a Park Avenue Downtown District (PADD) zoning district designation. While these amendments appear to be minor, they must be reflected on the Development Order (i.e. a revised Resolution) and consequently require a Site Plan amendment which is being presented to the Town Commission for approval. The enclosed plans reflect the new square footage allocation of uses; the elimination of the restaurant; and minor exterior elevation changes.

Recommended Motion: I move to APPROVE Resolution 57-08-19 with the conditions proposed by Staff.

RESOLUTION NO. 57-08-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING RESOLUTION 93-11-17 WHICH APPROVED A CONDITIONAL USE AND SITE PLAN FOR THE PROPERTY LOCATED AT 754 PARK AVENUE; PROVIDING FOR THE ELIMINATION OF THE SQUARE FOOTAGE ALLOCATED FOR A RESTAURANT AND INCREASING THE SQUARE FOOTAGE FOR THE BUSINESS OFFICE USE TO 5,205; PROVIDING FOR THE ALLOCATION OF 6,690 SQUARE FEET OF THE PROPERTY FOR A MICROBREWERY USE, WHICH INCLUDES A ROOF-TOP OPEN AIR PATIO AND TASTING ROOM; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on behalf of 754 Park Ave, LLC (the Owner), the Everglades Architecture Group, acting as the Owner's authorized agent (the Applicant) has submitted an application to amend the site plan approved for the property located at 754 Park Avenue (the Site); and

WHEREAS, the Owner's application proposes a reallocation of the square footage of the uses on the Site and some minor exterior architectural modifications; and

WHEREAS, the revised site plan proposes a combined 6,690 square foot microbrewery conditional use (previously approved) inclusive of a roof-top open air patio and tasting room, and a 5,205 square foot business office, with common area and the total number of rooftop seats (270) not changing (the Application), at 754 Park Ave (the Site); and

WHEREAS, the Site proposed for development has a future land use designation of "Downtown"; and

WHEREAS, the zoning of the Site is Park Avenue Downtown District (PADD); and

WHEREAS, the Town's Planning and Zoning Board previously reviewed the original Application and recommended approval to the Town Commission with certain conditions that remain unchanged; and

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

WHEREAS, at this hearing, the Town Commission considered the evidence presented by the Town Staff, the Owner, Applicant, and other interested parties and members of the public, regarding the Application.

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. Subject to the conditions of approval of this Section, the Town Commission hereby approves an amendment to the Development Order and the Site Plan for the Site which proposes a reconfiguration to consist of the following: a combined 6,690 square foot microbrewery conditional use (previously approved) inclusive of a roof-top open air patio and tasting room, and a 5,205 square foot business office, with common area and the total number of rooftop seats (270), subject to the following conditions:

- (1) The Owner shall develop the Site consistent with the following Plans:
 - a. Site Plan, Demolition and Erosion Plan, Paving/Grading/Drainage Plan, Signage and Pavement Marking Plan, Utility Plan and Utility Details Plan, Landscape Plan, Irrigation Plans, Lighting Plans, and Elevations including color renderings, respectively referenced as Sheets 2 through 8, L1, I-1, E1 through E3, received and dated by the Department of Community Development on 04/03/19.
 - b. Elevations, referenced as Sheets A-401 and A-402, received and dated by the Department of Community Development on 04/03/19 and signed and sealed on 03/27/19.
 - c. Survey prepared by Bob Buggee, Inc. signed and sealed dated 6/13/17 and received by the Department of Community Development on 10/26/17.
- (2) Construction on the Site is permitted only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, except holidays, unless otherwise approved in writing by the Community Development Director. Any proposed disruption to the normal flow of traffic within the right of way of Park Avenue, 8th Street, 7th Street, or the alleyways, or any other surrounding street and parking areas as part of the construction of the Site, shall also be subject to the review and approval of the Community Development Director and Public Works Director.
- (3) All landscaping as shown on the Site and Landscaping Plans referenced hereinabove shall be continuously maintained from the date of the issuance of the Certificate of Occupancy by the Town. The Owner shall replace any and all dead or dying landscape material so as to maintain the quantity and quality of the landscaping shown on the approved Site and Landscaping Plans.
- (4) The Owner shall ensure that any and all contractors use commonly accepted practices to reduce airborne dust and particulates during construction on the Site.
- (5) Prior to issuance of the Certificate of Occupancy, the Owner shall provide certification from the Landscape Architect of record that the plant installations on the Site are in accordance with the approved Site and Landscaping Plans.
- (6) Prior to the issuance of any building permits, the Owner shall submit copies of any other permits required by other agencies, including but not limited to the Palm Beach County Health Department, Palm Beach County Land Development Division, South Florida Water Management Division and Florida Department of Environmental Protection.
- (7) Any revisions to the approved Site and Landscaping Plans, architectural elevations, signs, Statement of Use, photometric plan, or other plans or details submitted as part of the Application, including, but not limited to, the location of the proposed improvements or additional, revised, or deleted colors, materials, or structures, shall be submitted to the Community Development Department and shall be subject to its review and approval.

- (8) to require that security personnel is present during the operating hours of the roof-top open air patio of the Brewery onsite.
- (9) The Town's Public Works Department's sanitation requirements shall be met, particularly in the Downtown area where shared alleyway dumpster usage is available.
- (10) The Owner shall initiate bona fide and continuous development of the Site within 3 months from the effective date of this amendment to the Development Order. Once initiated, the development of the Site shall be completed within 18 months. Failure to do so shall render the Development Order void.
- (11) This approval of the amendment to the Site Plan is subject to the abandonment of a 0.9 foot by 53.8 foot right-of-way.
- (12) The Owner shall cause the Site to be 100% irrigated. Prior to the issuance of a Building Permit, the Owner shall submit the detailed irrigation plans for the Community Development Department. The irrigation plans shall be subject to the Community Development Department's review and approval..
- (13) Prior to the submission of the final Site Plan, the Applicant shall incorporate additional exterior window moldings or trim to enhance the aesthetics of the windows around the building.
- (14) Cost Recovery. All professional consulting fees and costs, including the legal fees incurred by the Town in reviewing the Application and preparing the amendment to the Development Order shall be paid by the Owner within 10 days of receipt of an invoice from the Town. The failure of the Owner to pay the Town for the professional fees or costs involved to the Owner within the 10 days will result in the suspension of any further review of any building or other plans which may be associated with the approval of this amendment to the Site Plan, or the revocation of the approved amendment to the Development Order. A certificate of occupancy will not be issued if invoices are outstanding.
- (15) The two westernmost pods of the community garden area parking design as identified in the Master Public Parking Plan 78-70-4, shall be constructed with a temporarily grassed surface, or impervious materials such that the parking area can be used for parking, by the public, prior to the issuance of the Certificate of Occupancy for the rooftop patio bar. Should the Owner propose improving the community garden parking area a temporary grassed area, this temporary condition shall be subject to the review and approval of the Town Commission. The temporary parking grassed parking area is limited to 6months. The Owner may subsequently request that the Town Commission approve a 6month extension. If improved as a temporary grassed area first, the Property Owner must secure the necessary valet parking during the interim period when the grassed area is being converted into a permanent parking lot.
- (16) Amplified music on the rooftop patio bar is prohibited after midnight every day of the week.
- (17) "Annuals" identified on the landscape plans shall be revisited to either identify a specific maintenance schedule that requires proper maintenance, or swapped out with a more permanent species.

Section 3. This Resolution shall become effective upon execution.



DATE: Monday, April 1, 2019
TO: Nadia DiTommaso
FROM: Jessica Dornblaser on behalf of the Everglades Architecture Group,
and its sub contractors
RE: Resolution 93-11-17 754 Park Avenue, Lake Park, FL

The attached documents have been revised by the Architect and others as necessary and approved by the client:

Please find attached our request for a site plan amendment to the approved resolution order 93-11-17. The amendment request is for the deletion of the ground floor restaurant and side patio and the addition of professional office to the ground floor. Minor architectural changes were made due to existing conditions and the further development of construction documents for permit.

To clarify the existing development order was for a 6,850 square foot brewery (inclusive of accessory roof-top area); 4,225 square feet for the business office, and 1,575 square feet for the restaurant; totaling 12,650 square feet.

The proposed development order will be for 6,688.3 square feet of brewery (does not require reconsideration at this time), 5,205 square feet for the business office (+980 Square feet increase), and approximately 777 square feet of common area (elevator lobby and stairs). This change totals 12, 670.3 square feet (20.3 square feet increase from the original order).

As for the architectural changes the design intent remains the same. However during the course of the construction documents phase it became apparent that the floor plans proposed did not match the elevations. The elevator and exit stair were incorrect in the site plan submittal and have been revised to match the floor plan and to meet requirements of the Florida building code.

Please see attached sheets as part of this revision request.

Sincerely,

Jessica Dornblaser, AIA NCARB

719 North Dixie Highway
West Palm Beach, FL. 33401
561-912-0400

RESOLUTION NO. 93-11-17

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, APPROVING A CONDITIONAL USE AND SITE PLAN FOR THE BUILDING AT 754 PARK AVENUE TO INCLUDE A 4,225 SQUARE FOOT MICROBREWERY WITH AN ACCESSORY 2,625 SQUARE FOOT ROOF-TOP OPEN AIR PATIO AND TASTING ROOM, A 1,575 SQUARE FOOT RESTAURANT, AND A 4,225 SQUARE FOOT BUSINESS OFFICE; PROVIDING FOR THE APPROVAL OF CERTAIN WAIVERS TO THE LAND DEVELOPMENT REGULATIONS OF THE PARK AVENUE DOWNTOWN DISTRICT; PROVIDING FOR CONDITIONS ASSOCIATED WITH THE APPROVAL OF THE SITE PLAN AND THE CONDITIONAL USE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on behalf of 754 Park Ave, LLC (the Owner), the MilCor Group, Inc. acting as the Owner's authorized agent (the Applicant) has submitted applications for a site plan and a 4,225 square foot microbrewery conditional use with an accessory 2,625 square foot roof-top open air patio and tasting room, 1,575 square foot restaurant with outdoor seating, and 4,225 square foot business office, with an estimated 270 seats for the rooftop open air patio and outdoor dining area for the restaurant, combined (the Application), at 754 Park Ave (the Site); and

WHEREAS, the Site proposed for development has a future land use designation of "Downtown"; and

WHEREAS, the zoning of the Site is Park Avenue Downtown District (PADD); and

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

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

WHEREAS, at these hearings, the Town Commission considered the evidence presented by the Town Staff, the Owner, Applicant, and other interested parties and members of the public, regarding the Application.

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 a Site Plan for the Site authorizing a conditional use of a 4,225 square foot microbrewery with an accessory 2,625 square foot rooftop open-air patio and tasting room, a 1,575 square foot restaurant with outdoor

seating, and a 4,225 square foot business office, with 270 seats combined for the rooftop area and outdoor dining area, subject to the following conditions:

- (1) The Applicant shall develop the Site consistent with the following Plans:
 - a. Site Plan, Demolition and Erosion Plan, Paving/Grading/Drainage Plan, Signage and Pavement Marking Plan, Utility Plan and Utility Details Plan, Landscape Plan, Irrigation Plans, Lighting Plans, and Elevations including color renderings, respectively referenced as Sheets 2 through 8, L1, I-1, E1 through E3, 1.6a and 1.7a received and dated by the Department of Community Development on 10/27/17 and signed and sealed on 10/26/17.
 - b. Survey prepared by Bob Buggee, Inc. signed and sealed dated 6/13/17 and received by the Department of Community Development on 10/26/17.
- (2) Construction on the Site is permitted only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, except holidays, unless otherwise approved in writing by the Community Development Director. Any proposed disruption to the normal flow of traffic within the right of way of Park Avenue, 8th Street, 7th Street, or the alleyways, or any other surrounding street and parking areas as part of the construction of the Site, shall also be subject to the review and approval of the Community Development Director and Public Works Director.
- (3) All landscaping as shown on the Site Plan and the Landscaping Plan shall be continuously maintained from the date of the issuance of the Certificate of Occupancy by the Town. The Owner shall replace any and all dead or dying landscape material so as to maintain the quantity and quality of the landscaping shown on the approved Site Plan and Landscaping Plan.
- (4) The Owner shall ensure that any and all contractors use commonly accepted practices to reduce airborne dust and particulates during construction on the Site.
- (5) Prior to issuance of the Certificate of Occupancy, the Owner shall provide certification from the Landscape Architect of record that the plant installations on the Site are in accordance with the approved Site and Landscaping Plans.
- (6) Prior to the issuance of any building permits, the Owner shall submit copies of any other permits required by other agencies, including but not limited to Palm Beach County Health Department, Palm Beach County Land Development Division, South Florida Water Management Division and the State of Florida Department of Environmental Protection.
- (7) Any revisions to the approved Site Plan, Landscape Plan, architectural elevations, signs, Statement of Use, photometric plan, or other detail submitted as part of the Application, including, but not limited to, the location of the proposed improvements or additional, revised, or deleted colors, materials, or structures, shall be submitted to the Community Development Department and shall be subject to its review and approval.

- (8) The Owner shall contract with a security company which shall be present during the operating hours of the roof-top open air patio of the Brewery onsite.
- (9) The Town's Public Works Department sanitation requirements shall be met, particularly in the Downtown area where shared alleyway dumpster usage is available.
- (10) The Owner shall initiate bona fide and continuous development of the Site within 18 months from the effective date of this Development Order. Once initiated, the development of the Site shall be completed within 18 months. Failure to do so shall render the Development Order void.
- (11) This approval of the Site Plan is subject to the abandonment of a 0.9 foot by 53.8 foot right-of-way.
- (12) The Owner shall cause the Site to be 100% irrigated. The Owner shall submit the detailed irrigation plans for the Community Development Department review and approval prior to the issuance of a building permit.
- (13) Prior to the submission of the final Site Plan, the Applicant shall incorporate additional exterior window moldings or trim to enhance the aesthetics of the windows around the building.
- (14) **Cost Recovery.** All professional consulting fees and costs, including legal fees incurred by the Town in reviewing the Application and preparing the Development Order shall be billed to the Owner. The Owner shall pay these fees and costs to the Town within 10 days of receipt of an invoice from the Town. The failure of the Owner to pay the Town for any of the professional fees or costs within the 10 days will result in the suspension of any further review of any building or other plans which may be associated with the approval of the site plan and conditional use, and may result in the revocation of the approved Development Order. A certificate of occupancy will not be issued if invoices are outstanding.
- (15) The two westernmost pods of the community garden area parking design as identified in the Master Public Parking Plan 78-70-4, must be constructed and usable by the Town either with a temporary grassed surface or as a permanently improved parking lot area, prior to the issuance of the Certificate of Occupancy for the rooftop patio bar. If improved as a temporary grassed area, this temporary condition requires Town Commission approval and shall not extend longer than a 6-month period initially without completing the permanent parking lot conversion, with the option of having the Town Commission revisit and approve one 6-month extension. If improved as a temporary grassed area first, the Property Owner must secure the necessary valet parking during the interim period when the grassed area is being converted into a permanent parking lot.
- (16) Amplified music shall not be permitted after midnight on any day of the week for the rooftop patio bar operation.

- (17) "Annuals" identified on the landscape plans shall be revisited to either identify a specific maintenance schedule that requires proper maintenance, or swapped out with a more permanent species.

Section 3: The Owner, Applicant and their successors and assigns shall be subject to the conditions of approval.


Section 4. This Resolution shall become effective upon execution.

The foregoing Resolution was offered by Vice-Mayor Glas-Castro who moved its adoption. The motion was seconded by Commissioner Lynch and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR MICHAEL O'ROURKE	/	—
VICE-MAYOR KIMBERLY GLAS-CASTRO	/	—
COMMISSIONER ERIN FLAHERTY	/	—
COMMISSIONER ANNE LYNCH	/	—
COMMISSIONER ROGER MICHAUD	/	—

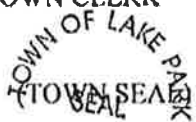
The Town Commission thereupon declared the foregoing Resolution NO. 93-11-17 duly passed and adopted this 15 day of November, 2017.

TOWN OF LAKE PARK, FLORIDA

BY: 
MICHAEL O'ROURKE
MAYOR


ATTEST:


VIVIAN MENDEZ
TOWN CLERK




FLORIDA

Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY

Certification
I, Shirley Edwards, Deputy Clerk of the Town of Lake Park Florida, do hereby certify that the foregoing is a true and correct copy of the original instrument as contained in the official records of the Town. Witness my hand and the Official Seal of the Town of Lake Park This 15 day of November 2017

Town Seal 
Shirley Edwards
Deputy Clerk

FLORIDA

**NOTICE OF
QUASI-JUDICIAL PUBLIC HEARING
TOWN COMMISSION
Town of Lake Park**

Please take notice and be advised that the Town Commission will consider the following application as a quasi-judicial public hearing agenda item on the date indicated below in the Lake Park Town Commission Chambers at Town Hall, located at 535 Park Avenue, Lake Park, Florida. Records related to these items may be inspected at the Community Development Department located at Town Hall. The application scheduled for the meeting is as follows:

A Site Plan AMENDMENT Application submitted by The Everglades Group on behalf of the owner 754 Park Ave LLC for the redevelopment of the 754 Park Avenue property has been submitted. The redevelopment proposal was previously approved through the site plan public hearing process (Resolution 93-11-17 - development order) however, the applicant is now proposing to amend the redevelopment proposal. The main changes are the elimination of the restaurant use for a larger office use, revised floor plans, and minor modifications to the exterior elevations. The site is located on the southeast corner of Park Avenue and 7th Street in the Town. The Parcel Control Number is 36-43-42-20-01-010-0201. The Town Commission will consider this application as a quasi-judicial public hearing item at their meeting of **Wednesday, August 7, 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 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. Records related to this item can also be inspected at the Community Development Department located at Town Hall, 535 Park Avenue, Lake Park, FL 33403.

Town Clerk: Vivian Mendez
7-28/2019

0000500963-01



Community
Development
Department

Sent via certified mail

Notification of Public Meetings

July 26, 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. 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 you may disregard this notice.

AGENDA ITEM

A **Site Plan AMENDMENT Application** submitted by The Everglades Group on behalf of the owner 754 Park Ave LLC for the redevelopment of the 754 Park Avenue property has been submitted. The redevelopment proposal was previously approved through the site plan public hearing process (Resolution 93-11-17 – development order) however, the applicant is now proposing to amend the redevelopment proposal. The main changes are the elimination of the restaurant use for a larger office use, revised floor plans, and minor modifications to the exterior elevations. Their amendment application indicates the following:

"The existing development order was for a 6,850 square foot brewery (inclusive of accessory roof-top area); 4,225 square feet for the business office, and 1,575 square feet for the restaurant; totaling 12,650 square feet. The proposed development order will be for 6,688.3 square feet of brewery (does not require reconsideration at this time), 5,205 square feet for the business office (+980 square feet increase), and approximately 777 square feet of common area (elevator lobby and stairs). This change totals 12,670.3 square feet (20.3 square feet increase from the original order). As for the architectural changes, the design intent remains the same. However, during the course of the construction documents phase it became apparent that the floor plans proposed did not match the elevations. The elevator and exit stair were incorrect in the site plan submittal and have been revised to match the floor plan and to meet requirements of the Florida Building Code."

The Parcel Control Number is 36-43-42-20-01-010-0201.

PUBLIC HEARINGS

- MEETING: TOWN COMMISSION (QUASI-JUDICIAL)
- LOCATION: 535 PARK AVENUE, COMMISSION CHAMBERS
LAKE PARK, FL 33403
- DATE: WEDNESDAY, AUGUST 7, 2019
- TIME: 6:30 P.M., OR AS SOON THEREAFTER AS CAN BE HEARD

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

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3318
Fax: (561) 881-3325

www.lakeparkflorida.gov



Community
Development
Department

Sent via certified mail

LOCATION MAP



535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3318
Fax: (561) 881-3325

www.lakeparkflorida.gov

NO.	REVISIONS	BY

THE
EVERGLADES

**Architecture
GROUP**

719 N DIXIE HIGHWAY
WEST PALM BEACH, FL. 33401

office: 561-912-0400
www.eagfl.com
AA26002671

**PARK AVENUE
MIXED USE**

754 PARK AVENUE
LAKE PARK, FL. 33403
(Town of Lake Park, Florida)

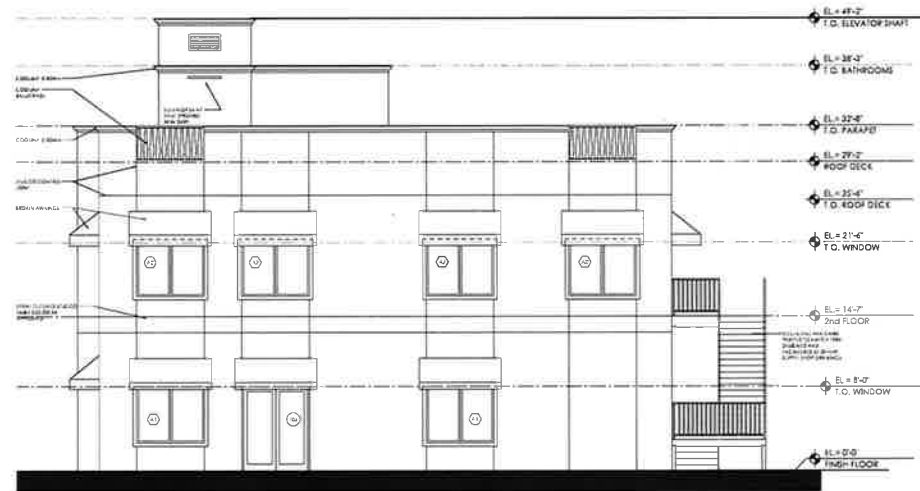
EXTERIOR ELEVATIONS

PROJECT PHASE	DRAWN
<input type="checkbox"/> SET PLANNING	JFB
<input type="checkbox"/> SCHEMATIC DESIGN	ESCHERICH J.A.
<input type="checkbox"/> DESIGN DEVELOPMENT	SKRIS
<input type="checkbox"/> CONSTRUCTION DOCUMENTS	TRAVIS L. SCAFF A. HANCOCK
	JOB NO. 18428
	DATE

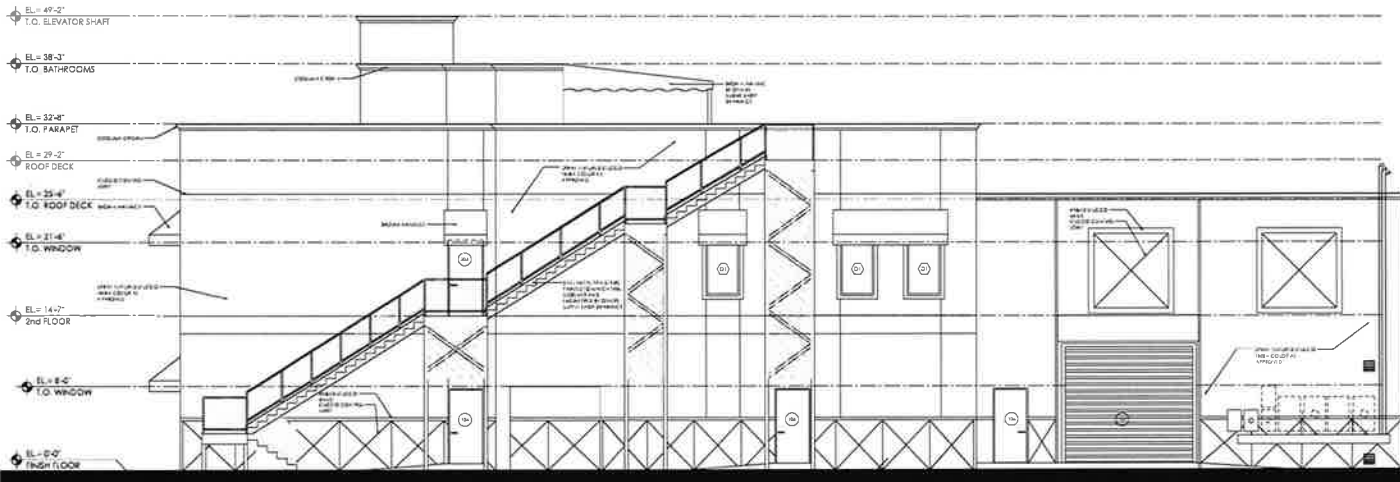
A-401



1 FRONT ELEVATION (NORTH ELEVATION) 3/12 - 1-0



2 RIGHT SIDE (WEST ELEVATION) 3/12 - 1-0



3 REAR ELEVATION (SOUTH ELEVATION) 3/16" = 1'-0"

NO.	REVISIONS	BY

THE
EVERGLADES

Architecture
GROUP

719 N DIXIE HIGHWAY
WEST PALM BEACH, FL. 33401

office: 561-912-0400
www.eagfl.com
AA26002671

**PARK AVENUE
MIXED USE**

754 PARK AVENUE
LAKE PARK, FL. 33403
(Town of Lake Park, Florida)

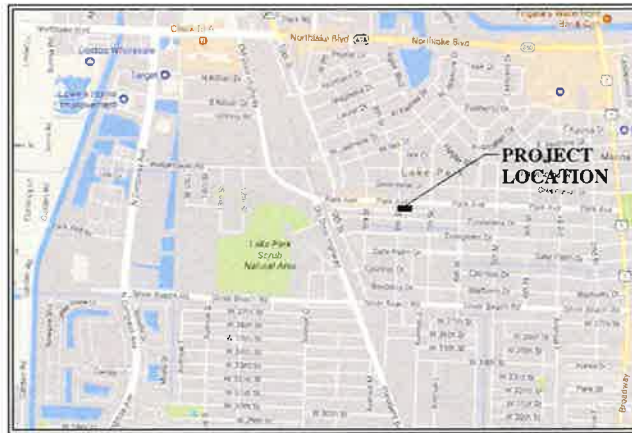
EXTERIOR ELEVATIONS

PROJECT PHASE	STATUS
<input type="checkbox"/> PRE PLANNING	ISSUED
<input type="checkbox"/> SCHEMATIC DESIGN	CHECKED
<input type="checkbox"/> DESIGN DEVELOPMENT	OK
<input type="checkbox"/> CONSTRUCTION DOCUMENTS	11/11/2018
	SCALE
	AS NOTED
	DATE
	18/06
	SHEET

A-402

ENGINEERING PLANS AND SPECIFICATIONS FOR 754 PARK AVENUE IMPROVEMENTS PALM BEACH COUNTY, FLORIDA

No.	Date	Revision	By
1	7-13-17	Per Town and Seacoast Comments	AT
2	8-10-17	Revised Paving Per Town Comments	AT
3	10-24-17	Revised Per Seacoast LRI Comments	AT
4	11-04-17	Revised Per Seacoast LRI Comments	AT
5	12-22-17	Revised Per Seacoast LRI Comments	AT
6	2-27-18	Eliminated Restaurants/Expanded Office Space	AT



LOCATION MAP

SHEET INDEX

SHEET NUMBER SHEET TITLE/DESCRIPTION

1	COVER
2	SITE PLAN
3	DEMOLITION & EROSION CONTROL PLAN
4	PAVING, GRADING, & DRAINAGE PLAN
5	SIGNAGE & PAVEMENT MARKING PLAN
6	UTILITY PLAN
7-8	UTILITY DETAILS
L1 OF 1	LANDSCAPE PLAN
I-1 OF 1	IRRIGATION PLAN
E1-E3	LIGHTING PLANS

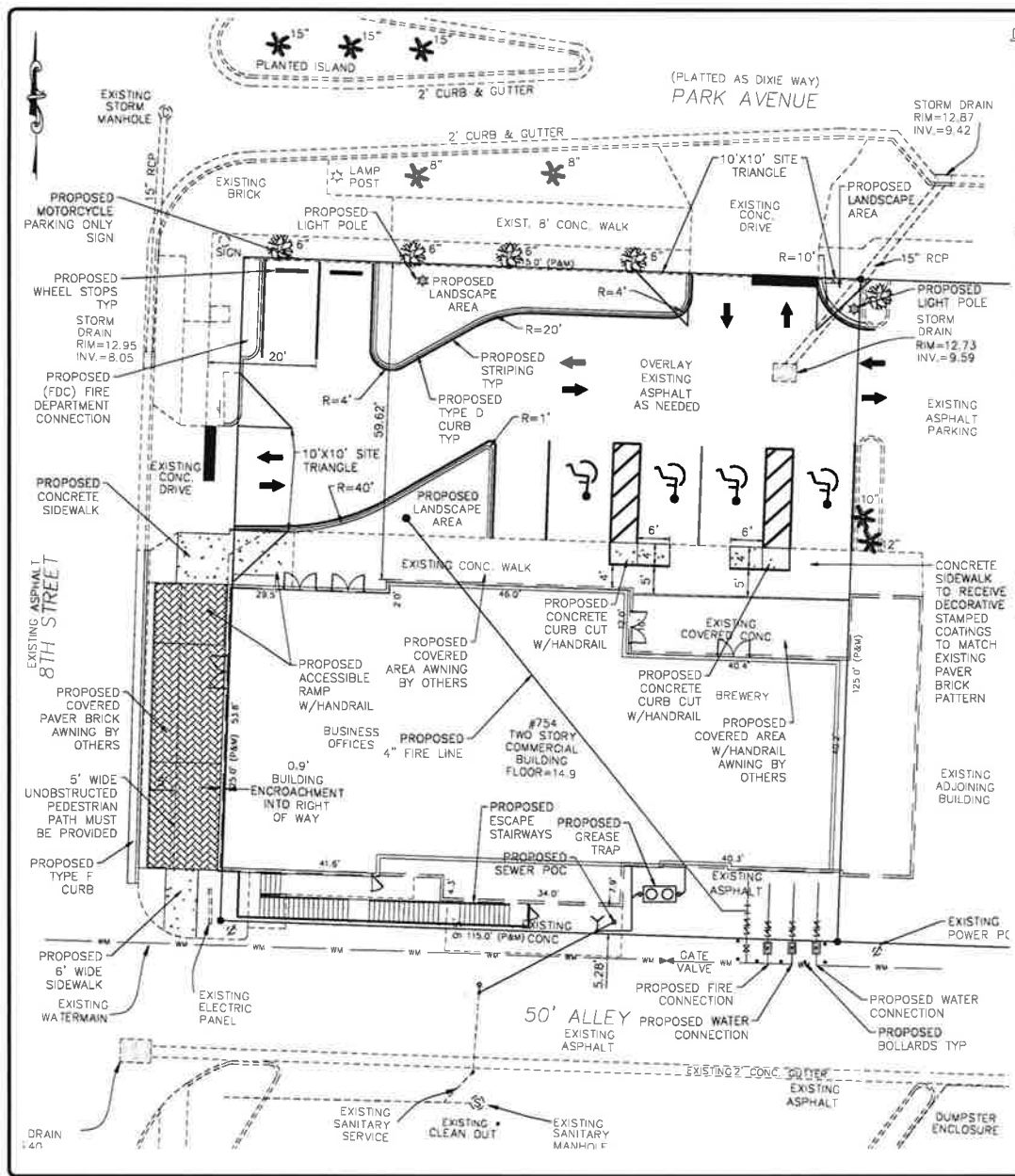
J:\AUD11\1066000\10105_Lake_Park\Map\10105-PAVE.dwg, PRINTED BY: ehwat ON: FRI, Mar 29, 2019

The MilCor Group, Inc.
CIVIL ENGINEERS
 10075 SE Federal Highway
 Hobe Sound, FL 33455-5009
 A
 6025 Americana Road Suite 13
 Vero Beach, FL 32906
 Tel: 772-222-8800
 Fax: 772-222-8801
 Web: www.milcorgroup.com
 Certificate of Authorization: 3824



754 PARK AVENUE
LAKE PARK, FL.

S:\V01_Under\10105 Lake Park\Design\10105-BASE.dwg, PRINTED BY: chet.DH, Fri, Mar 28 2019



DEVELOPMENT TEAM

APPLICANT/OWNER:
754 PARK AVE, LLC
MANAGING MEMBER: ADAM STEINHOFF
17673 75TH PLACE NORTH
LOXAHATCHEE, FL UN 33470
561-491-5725

ENGINEER:
THE MILCOR GROUP, INC.
MELISSA G. CORBETT, P.E.
10975 SE FEDERAL HWY.
HOBE SOUND, FL 33455
772-223-8850

ELECTRICAL ENGINEER:
WJCJESZAK & ASSOCIATES, INC.
REPRESENTATIVE:
TIM MCCONKEY
PO BOX 2528
STUART, FL 34985
772-286-8698

ARCHITECT:
THE EVERGLADES ARCHITECTURE GROUP
REPRESENTATIVE: JESSICA DORNBLASER
719 NORTH DIXIE HIGHWAY,
WEST PALM BEACH, FL 33401
OFFICE 561-912-0400

SURVEYOR:
BOB BUDGEE INC.
REPRESENTATIVE: BOB BUDGEE
233 E. GATEWAY BLVD.
BOYNTON BEACH, FL 33435
561-732-7877

LANDSCAPE ARCHITECT:
WILLIAM A. FLINT
LANDSCAPE ARCHITECT
REPRESENTATIVE BILL FLINT
1950 SW PALM CITY ROAD
SUITE 5-302
STUART, FL 34994
772-220-0424

SITE DATA

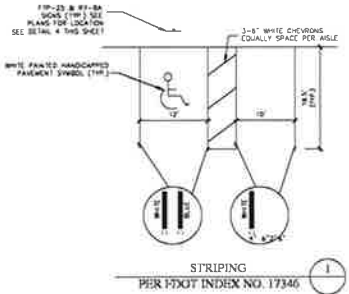
EXISTING CODE	PROPOSED	
#8 DC	#40D	
DOWN/TOWN	DC/IN/TOWN	
AC (ACRES)	AREA (SF)	PERCENTAGE
0.33	14,375	100.0%
PERVIOUS	GREEN SPACE	1.1%
IMPROVIOUS	IMPROVIOUS	
0.13	5,802	40.35%
0.17	7,541	52.65%

EXISTING CODE	PROPOSED	
S202 SF	14,375 SF	
TOTAL LOT SIZE	507	113
LOT WIDTH	100	325
LOT DEPTH	45	22.5'
BUILDING HEIGHT (MAX)	21'00"	23'00"
BUILDING HEIGHT (MIN)	8'	10'
BUILDING HEIGHT (INTERIOR)	10.00%	40.35%
FRONT SETBACK	0	56.5'
SIDE SETBACK	0	0.00'
SIDE SETBACK CORNER	0	0.00'
REAR SETBACK	0	5.25'

Lake Park Project Parking Calculations

Uses	Parking Requirements	Spaces Required
Business Offices (Dedicated)	1 space / 100 sq ft	11
1575 sq ft		
Workshop (Miscellaneous)	1 space / 2000 sq ft + 1 space / 1000 sq ft	4
1500 sq ft + 3 employees		
Outdoor seating	1 space / 1 seat	10
270 seats, 100 sq ft		
Total Spaces Required		25

LEGAL DESCRIPTION:
LOT 20, LESS THE EAST 10 FEET THEREOF, AND LOTS 21, 22, 23 AND 24, BLOCK 10, LAKE PARK (FORMERLY KELSEY CITY), FLORIDA, ACCORDING TO THE PLAN THEREOF ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT IN AND FOR PALM BEACH COUNTY, FLORIDA, RECORDED IN PLAT BOOK 6, PAGE 27.



ADJACENT PROPERTY

DIRECTION	ZONING	BUSINESS NAME	USE
NORTH	PADO	CORPORATE	402
EAST	PADO	ULLY'S TABLES/PALM OIL BOUTIQUE	100
SOUTH	PADO	ART PARK STUDIOS & GALLERY	100
WEST	PADO	(VACANT)	1100

DATE	DESCRIPTION
11-27-18	Final AutoCAD/Plot/Print/Check/Close
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments
11-28-18	Revised Per Surveyor/CA/Comments

811

1 inch = 100 ft

VERTICAL DATUM: NAVD83
HORIZONTAL DATUM: NAD83

DATE: 03/28/2019

THE MILCOR GROUP, INC.

CIVIL ENGINEERS
10975 SE FEDERAL HIGHWAY
HOBE SOUND, FL 33455
PH: (772) 223-8850
FAX: (772) 220-8801

WWW.THEMILCORGROUP.COM

CERTIFICATE OF AUTHORIZATION
2006

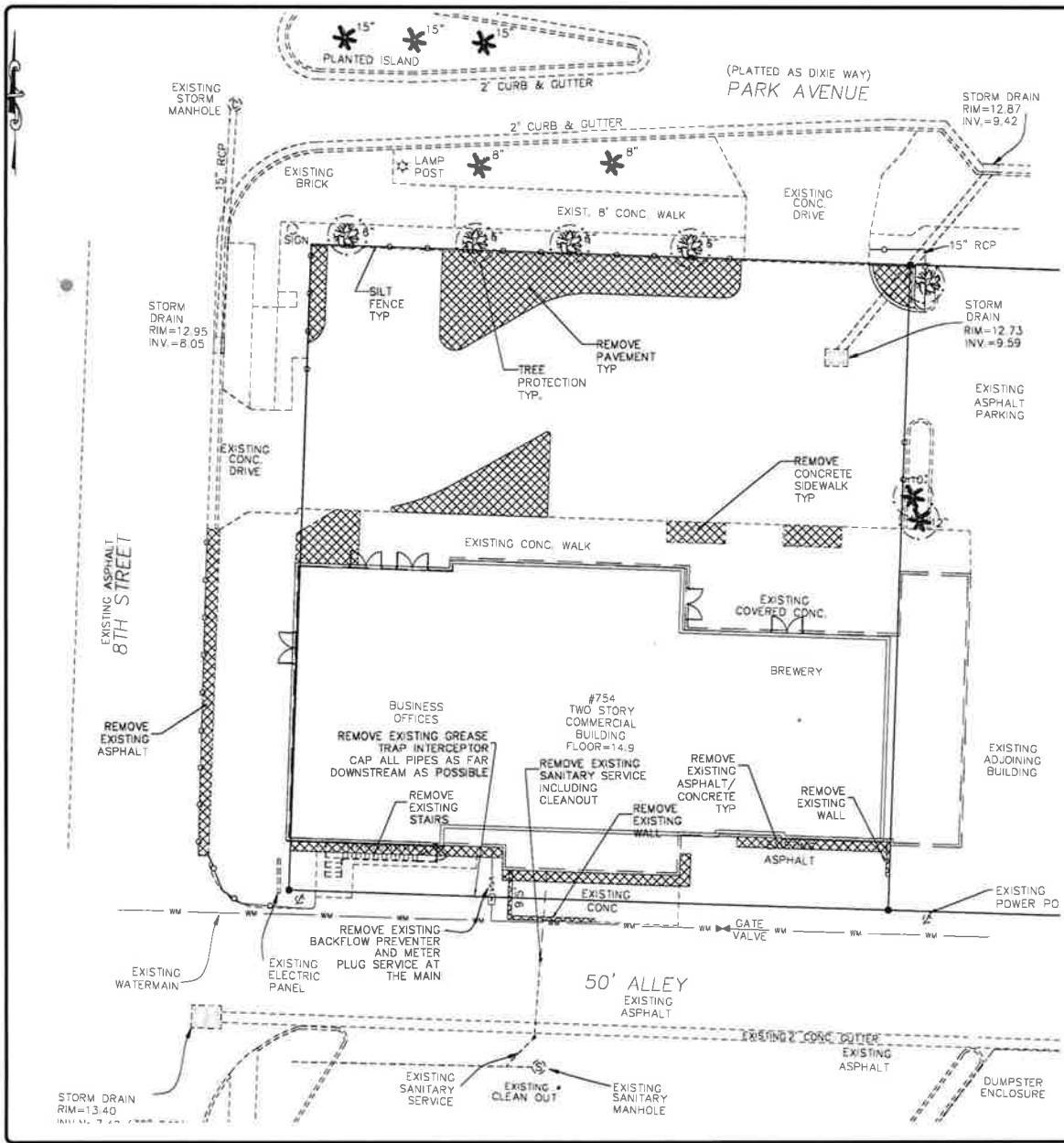
SITE PLAN

754 PARK AVENUE IMPROVEMENTS

LAKE PARK, FLORIDA

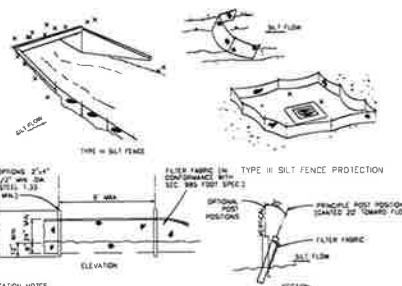
SHEET NO. 2

J:\001\Lincoln\001005 Lake Park\Design\001005-BASE.dwg, PRINTED BY: sheet ON P1, Mar 28 2019



LEGEND:

- PAVEMENT REMOVAL**
- SILT FENCE**



APPLICATION NOTES:

1. WRAP FILTER cloth AROUND GRATES OF ALL DRAINAGE WEIPTS
2. ALL EROSION AND SEDIMENTATION CONTROL FACILITIES TO BE INSPECTED BY THE CONTRACTOR DAILY AND ANY DAMAGED OR DEFICIENT AREAS TO BE REPAIRED IMMEDIATELY. EROSION AND SEDIMENTATION CONTROL FACILITIES TO REMAIN IN PLACE UNTIL FINAL INSPECTION AND CERTIFICATION OF COMPLETION OF CONSTRUCTION.
3. CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH HAVEN COUNTY MINIMUM DESIGN AND CONSTRUCTION STANDARDS AND FDOT ROAD AND BRIDGE STANDARDS.
4. CONSTRUCTION PRESERVE AREA BARRIERS AND SILT FENCE AT 5' DISTANCE FROM PRESERVE BOUNDARIES.
5. ALL CONSTRUCTION BARRIERS AND SILT FENCES WILL REMAIN IN PLACE AND BE MONITORED FOR COMPLIANCE BY THE PERMIT HOLDER DURING THE PERMITTED DEVELOPMENT ACTIVITIES.
6. SOIL STABILIZATION SHALL BE COMPLETED WITHIN 30 DAYS OF VEGETATION REMOVAL.
7. FOLLOWING CERTIFICATION OF OCCUPANCY FOR THE DEVELOPMENT, ALL BARRIERS AND EROSION CONTROL DEVICES SHALL BE REMOVED AND DISPOSER OF BY THE CONTRACTOR.
8. IT SHALL BE UNLAWFUL TO ALLOW THE APPROVED SLOPE CONTROLS, OR CROSS SECTIONS OR TO CHEMICALLY MECHANICALLY OR MANUALLY REMOVE, DAMAGE, OR DESTROY ANY BARRIERS IN THE LITTORAL OR UPLAND TRANSITION ZONE BUFFER AREAS OF CONCRETE LAKES DESIGN, UNLESS THE WRITTEN APPROVAL OF THE PLANNING AND DEVELOPMENT SERVICES DIRECTOR IS APPLICABLE. IT IS THE RESPONSIBILITY OF THE OWNER OR PROPERTY OWNERS ASSOCIATION, ITS SUCCESSORS OR AGENTS TO MAINTAIN THE REQUIRED SURVEYSHIP AND CONTRAHS OF THE RECLAIMED UPLAND AND PLANTED LITTORAL AND UPLAND TRANSITION AREAS AND TO ENSURE ON-DIGGING REMOVAL OF PROHIBITED AND INVASIVE NON-NATIVE PLANT SPECIES FROM THESE AREAS (CODE #343.43.13B).

CONTRACTOR NOTES:

1. DO NOT DELAY IN A MANNER THAT SILT FENCES WILL ACT AS A DAM ACROSS PERMANENT FLOWING WATERCOURSES. SILT FENCES ARE TO BE USED AT UPLAND LOCKINGS AND TURBIDITY BARRIERS USED AT PERMANENT BODIES OF WATER.
2. THE CONTRACTOR SHALL PROVIDE SILT SCREENS, HAY BALS OR OTHER SUCH SEDIMENT CONTROL MEASURES DURING CONSTRUCTION THE SELECTED SEDIMENT CONTROL MEASURES SHALL BE INSTALLED LAWSIDE OF THE UPLAND BUFFER ZONES AROUND ALL PROJECTS BEING BUILT.
3. ALL AREAS SHALL BE STABILIZED AND VEGETATED IMMEDIATELY AFTER CONSTRUCTION TO PREVENT WATER DRIVEN EROSION INTO THE WETLANDS AND UPLAND BUFFER ZONES.
4. ALL BARRIERS AND/OR IN-WATER EQUIPMENT MUST BE STATIONED WITHIN THE PROPOSED TURBIDITY BARRIERS) WHILE WORKING.
5. TEMPORARY STABILIZED AREA AND ANY DISTURBED OR STABILIZED MATERIAL SHALL BE LEFT IN PLACE TO PREVENT WIND DRIVEN EROSION DURING CONSTRUCTION.
6. ALL SPILL AND UNSTABILIZED AREAS WITHIN THE BERM SHALL BE LEFT IN ITS NATURAL STATE DURING CONSTRUCTION. ANY UNSTABILIZED OR STABILIZED UN-VEGETATED AREAS WITHIN OR ON THE BERM SHALL BE SEED TO PREVENT WATER DRIVEN EROSION DURING CONSTRUCTION.
7. TEMPORARY MAINT ROAD SHALL BE STABILIZED AND COMPACTED WITHIN 30 DAYS OF VEGETATION REMOVAL TO PREVENT WATER DRIVEN EROSION DURING CONSTRUCTION.

TYPE (III) SILT FENCE

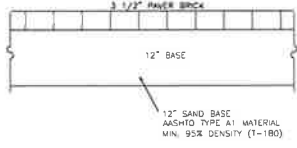
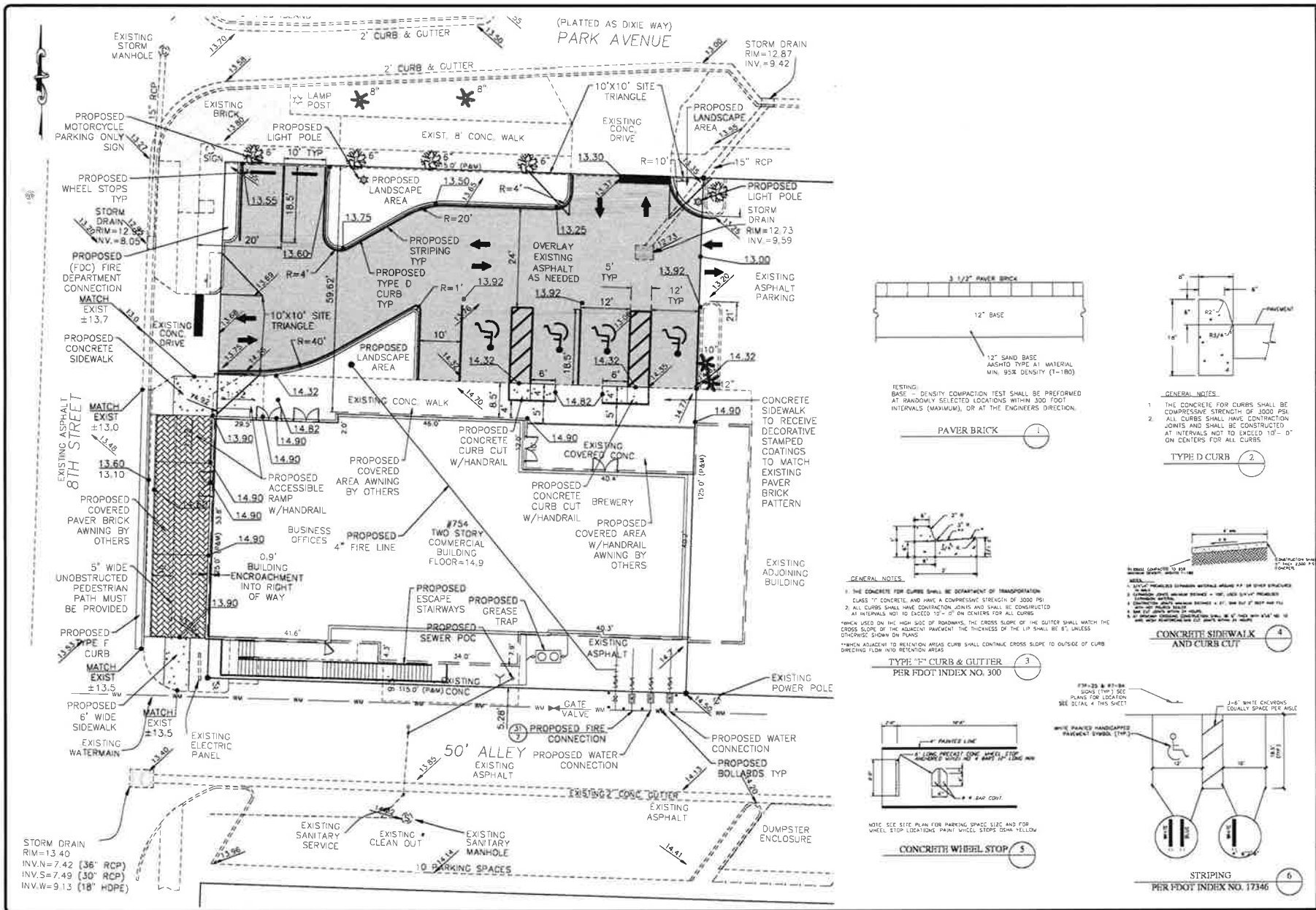


Tree Protection

- 1. ALL TREES TO BE REMOVED SHALL BE IDENTIFIED AND MARKED WITH RED PAINT OR RED FLAG AT THE BASE OF THE TREE.
- 2. ALL TREES TO BE REMOVED SHALL BE IDENTIFIED AND MARKED WITH RED PAINT OR RED FLAG AT THE BASE OF THE TREE.
- 3. ALL TREES TO BE REMOVED SHALL BE IDENTIFIED AND MARKED WITH RED PAINT OR RED FLAG AT THE BASE OF THE TREE.
- 4. ALL TREES TO BE REMOVED SHALL BE IDENTIFIED AND MARKED WITH RED PAINT OR RED FLAG AT THE BASE OF THE TREE.
- 5. ALL TREES TO BE REMOVED SHALL BE IDENTIFIED AND MARKED WITH RED PAINT OR RED FLAG AT THE BASE OF THE TREE.

DATE	BY	REVISION	NO.	DATE	BY	REVISION	NO.
811							
THE MILCOR GROUP, INC. CIVIL ENGINEERS 10875 SE FEDERAL HIGHWAY HOBBE SOUND, FL 33455 PH (772) 223-8800 FAX (772) 223-8551 WWW.THEMILCORGROUP.COM							
CERTIFICATE OF AUTHORIZATION 20246							
DEMOLITION & EROSION CONTROL PLAN							
754 PARK AVENUE IMPROVEMENTS LAKE COUNTY, FLORIDA							
SHEET NO. 3							

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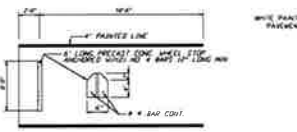


TESTING:
BASE - DENSITY COMPACTION TEST SHALL BE PERFORMED AT RANDOMLY SELECTED LOCATIONS WITHIN 300 FOOT INTERVALS (MAXIMUM), OR AT THE ENGINEERS DISCRETION.



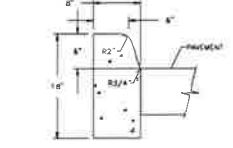
GENERAL NOTES:
1. THE CONCRETE FOR CURBS SHALL BE DEPARTMENT OF TRANSPORTATION CLASS 75 CONCRETE AND HAVE A COMPRESSIVE STRENGTH OF 3000 PSI.
2. ALL CURBS SHALL HAVE CONTRACTION JOINTS AND SHALL BE CONSTRUCTED AT INTERVALS NOT TO EXCEED 10' - 0\"/>

TYPE "E" CURB & GUTTER
PER FDOT INDEX NO. 300



NOTE: SEE SITE PLAN FOR PARKING SPACE SIZE AND FOR WHEEL STOP LOCATIONS. PAVY WHEEL STOP SHALL BE YELLOW.

CONCRETE WHEEL STOP
PER FDOT INDEX NO. 17346

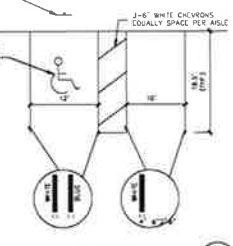


GENERAL NOTES:
1. THE CONCRETE FOR CURBS SHALL BE COMPRESSIVE STRENGTH OF 3000 PSI.
2. ALL CURBS SHALL HAVE CONTRACTION JOINTS AND SHALL BE CONSTRUCTED AT INTERVALS NOT TO EXCEED 10' - 0\"/>

TYPE D CURB
PER FDOT INDEX NO. 300



CONCRETE SIDEWALK AND CURB CUT
PER FDOT INDEX NO. 300



STRIPING
PER FDOT INDEX NO. 17346

10	11-27-19	Consulted/Reviewed/Designed Office: Miami
11	11-27-19	Checked: P. H. HARRIS, P.E., CIVIL ENGINEER
12	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
13	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
14	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
15	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
16	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
17	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
18	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
19	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER
20	11-27-19	Reviewed: P. H. HARRIS, P.E., CIVIL ENGINEER

811

VERTICAL CURB RATIO IS 1:1 WITH 100 FT. TO CONVERT TO HORIZONTAL (1:1)

DATE: 11-27-19

THE MILCOR GROUP, INC.

CIVIL ENGINEERS
10875 SE FEDERAL HIGHWAY
HOBE SOUND, FL 33465

PH (772) 223-8850
FAX (772) 223-8851

WWW.THEMILCORGROUP.COM

CERTIFICATE OF AUTHORIZATION 22926

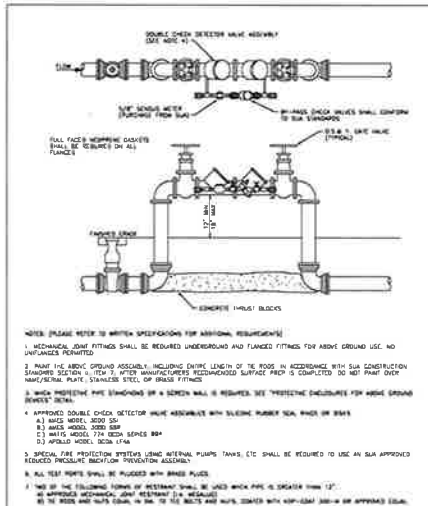
PAVING, GRADING & DRAINAGE PLAN

754 PARK AVENUE IMPROVEMENTS

MIAMI, FLORIDA

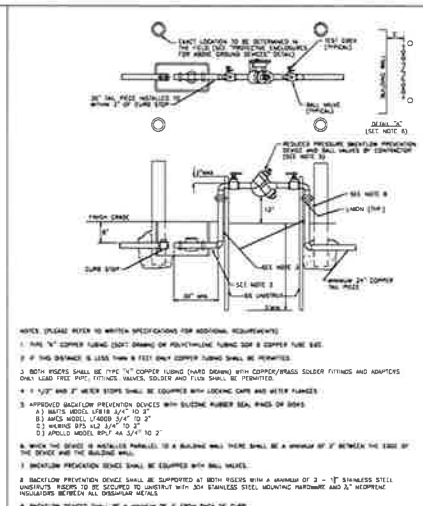
SHEET NO. 4

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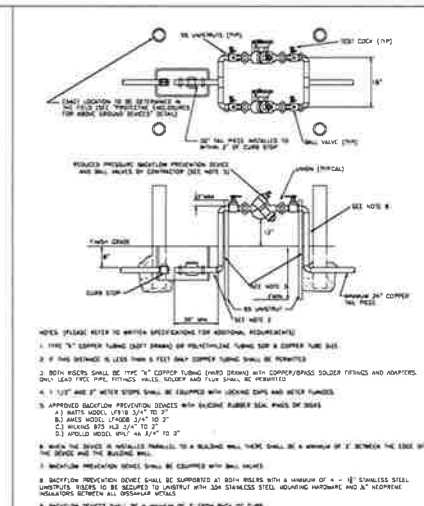
NOTES: (PLEASE REFER TO WRITTEN SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS)

1. MECHANICAL JOINT FITTINGS SHALL BE REQUIRED UNDERGROUND AND FLANGED FITTINGS FOR ABOVE GROUND USE, NO UNFANGED POINTED.
2. PAINT THE ABOVE GROUND ASSEMBLY, INCLUDING ENTIRE LENGTH OF THE BODY IN ACCORDANCE WITH SUA CONSTRUCTION STANDARDS SECTION 11.02.3. WETTER MANUFACTURER'S RECOMMENDED SURFACE PAINT IS COMPLETED DO NOT PAINT OVER NAVY/SERIAL PLATE, STAINLESS STEEL, OR BRASS FITTINGS.
3. WHEN POSITIVE PIPE STOPPING IN A SECTION WALL IS REQUIRED, SEE "PRETECTIVE ENCLOSURES FOR ABOVE GROUND SERVICE" SHEET.
4. APPROVED DOUBLE CHECK DETECTOR VALVE ASSEMBLY WITH SILICONE RUBBER SEAL RINGS OR RINGS:
 - A) RINGS MODEL 3000 SS
 - B) RINGS MODEL 3000 BR
 - C) RINGS MODEL 774 RINGS SERIES BR
 - D) RINGS MODEL 3000 1746
5. SPECIAL PAIR PREVENTION DEVICES USING INTERNAL PLUMBS, TAPS, (T) SHALL BE REQUIRED TO USE AN SUA APPROVED REDUCED INLET/OUTLET PREVENTION ASSEMBLY.
6. ALL TEST PORTS SHALL BE PLUGGED WITH BRASS PLUGS.
7. IN ALL OF THE FOLLOWING FORMS OF PREVENTION SHALL BE USED WHEN PIPE SIZE IS GREATER THAN 12":
 - A) APPROVED BACKFLOW PREVENTION DEVICES (B) AND (C)
 - B) THE BODY AND TESTS SHALL BE TO THE LEFT AND RIGHT SIDES WITH AN APPROVED SUEW OR APPROVED EQUAL.



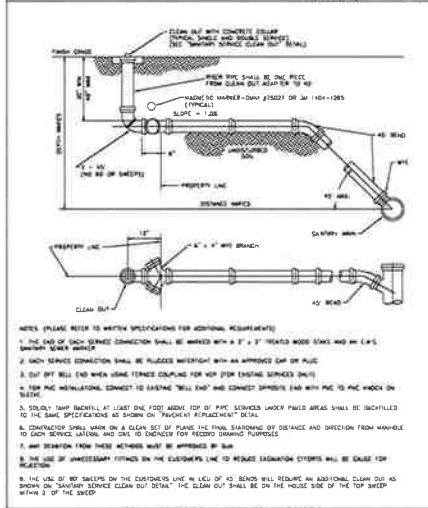
NOTES: (PLEASE REFER TO WRITTEN SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS)

1. PIPE 1/2" COPPER TUBING (SOFT DRAWN) OR POLYETHYLENE TUBING FOR 1/2" COPPER TUBE SIZE.
2. IF THIS DEVICE IS LESS THAN 6 FEET ONLY COPPER TUBING SHALL BE PERMITTED.
3. BOTH SIDES SHALL BE 1/2" COPPER TUBING (SOFT DRAWN) WITH COPPER/BRASS SOLDER FITTINGS AND ADAPTERS ONLY. LEAD FREE PIPING, FITTINGS, WELDS, SOLDER AND FLUX SHALL BE PERMITTED.
4. 1/2" AND 3/4" WATER STOPS SHALL BE EQUIPPED WITH LOCKING CAPS AND WATER PLUGS:
 - A) WATER MODEL 1746 3/4" TO 2"
 - B) WATER MODEL 1746 1/2" TO 1"
 - C) WATER MODEL 1746 1/2" TO 1"
 - D) WATER MODEL 1746 1/2" TO 1"
5. WHEN THE DEVICES IS INSTALLED PARALLEL TO A BUILDING WALL THERE SHALL BE A MINIMUM OF 3" BETWEEN THE EDGE OF THE DEVICE AND THE BUILDING WALL.
6. BACKFLOW PREVENTION DEVICES SHALL BE SUPPORTED AT BOTH SIDES WITH A MINIMUM OF 4 - 1/2" STAINLESS STEEL UNIFLEXIBLE BOLDS TO BE SECURED TO ADHERENT WITH 304 STAINLESS STEEL MOUNTING HARDWARE AND 2" WEDGEPATH FOUNDATIONS BETWEEN ALL DEVICES AND METALS.
7. BACKFLOW DEVICES SHALL BE A MINIMUM OF 2" FROM BACK OF CURB.



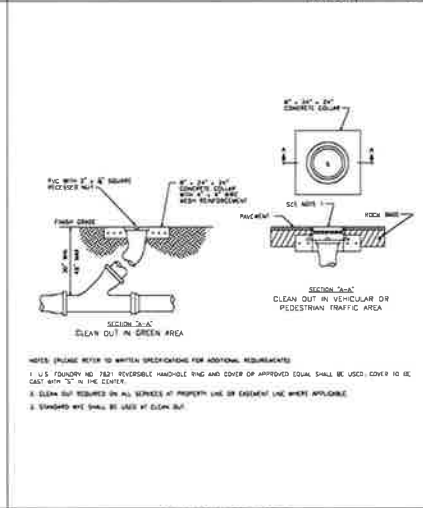
NOTES: (PLEASE REFER TO WRITTEN SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS)

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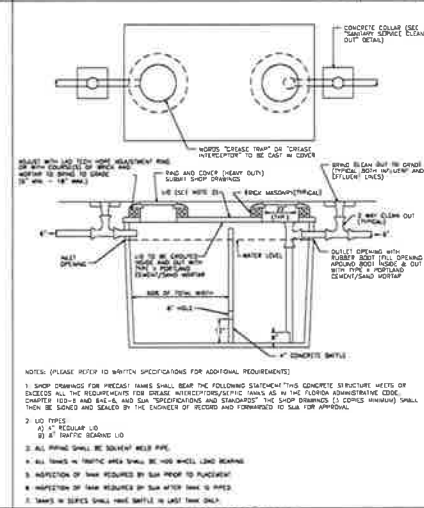
NOTES: (PLEASE REFER TO WRITTEN SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS)

1. THE END OF EACH SERVICE CONNECTION SHALL BE MARKED WITH A 2" x 2" REINFORCED WOOD SIGN AND AN L-16.
2. UNCHANGED CONNECTION SHALL BE PLUGGED UNDERGROUND WITH AN APPROVED CAP OR PLUG.
3. CUT OFF WALL AND WHEN USING TRENCH COUPLERS FOR NEW STOP (ENDING SERVICE ONLY).
4. NEW PIPING INSTALLATION, CONNECT TO EXISTING "TRENCH" AND CONNECT DEVICES (EAB WITH PIPING TO THE HOUSE ON THE SIDE).
5. SLOPE TAP BACKFILL AT LEAST ONE FOOT ABOVE TOP OF PIPING SERVICES LADDER PAVED AREAS SHALL BE BACKFILLED TO THE SAME SPECIFICATIONS AS SHOWN ON "PAVEMENT REPLACEMENT" SHEET.
6. CONTRACTOR SHALL MARK ON A CLEAN SET OF PAPER THE FINAL DIMENSIONS OF SERVICE AND DIRECTION FROM MANHOLE TO EACH SERVICE LATERAL AND SET TO ENGINERS FOR RECORD DRAWING PURPOSES.
7. ANY DEVIATION FROM THESE METHODS MUST BE APPROVED BY SUA.
8. THE USE OF ANY NECESSARY FITTINGS ON THE CUSTOMER'S LINE TO REDUCE LEAKAGE (TRENCH) WILL BE CALLED FOR BY SECTION.
9. THE USE OF ANY SLOPE ON THE CUSTOMER'S LINE IN LIEU OF 45 DEGREE SHALL REQUIRE AN ADDITIONAL CLEAN OUT AS SHOWN ON "SANITARY SERVICE CLEAN OUT" SHEET. THE CLEAN OUT SHALL BE ON THE HOUSE SIDE OF THE TAP STOP WITHIN 2' OF THE STOP.



NOTES: (PLEASE REFER TO WRITTEN SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS)

1. U.S. FOUNDARY NO. 7211 REVERSIBLE HAND-OPERATED STOP AND COVER OF APPROVED EQUAL SHALL BE USED UNDER TO BE CAST 304 1/2" IN THE CENTER.
2. CLEAN OUT REQUIRED IN ALL SERVICES AT PROPERTY LINE OR EXISTENT LINE WHERE APPLICABLE.
3. STANDARD PIPE SHALL BE USED FOR CLEAN OUT.



NOTES: (PLEASE REFER TO WRITTEN SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS)

1. SHOP DRAWINGS FOR PRECAST TANKS SHALL BEAR THE FOLLOWING STATEMENT: THIS CONCRETE STRUCTURE MEETS OR EXCEEDS ALL THE REQUIREMENTS FOR GREASE INTERCEPTORS AS SET FORTH IN THE FLORIDA ADMINISTRATIVE CODE, CHAPTER 62B-1 AND 62B-16, AND SUA "SPECIFICATIONS AND STANDARDS" THE SHOP DRAWINGS (2 COPIES MINIMUM) SHALL THEN BE SIGNED AND SEALED BY THE ENGINEER OF RECORD AND FORWARDED TO SUA FOR APPROVAL.
2. LID TYPES:
 - A) REGULAR LID
 - B) RAFFLE BEARING LID
3. ALL PIPING SHALL BE SLOTTED WELDED PIPE.
4. ALL TANKS IN TRAFFIC AREAS SHALL BE TWO WHEEL LIND BEARING.
5. INSULATION OF TANKS REQUIRED BY SUA MUST BE PLACED UNDER.
6. INSULATION OF TANKS REQUIRED BY SUA AFTER SUEW IS SLOPED.
7. TANKS IN SERVICE SHALL HAVE SLOPE IN LAST TANK ONLY.

SEACOAST UTILITY AUTHORITY
CONSTRUCTION STANDARDS AND DETAILS
DATE APPROVED: March 28, 2016
DRAWING NO: 55

SEACOAST UTILITY AUTHORITY
CONSTRUCTION STANDARDS AND DETAILS
DATE APPROVED: March 28, 2016
DRAWING NO: 57

SEACOAST UTILITY AUTHORITY
CONSTRUCTION STANDARDS AND DETAILS
DATE APPROVED: March 28, 2016
DRAWING NO: 59

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UTILITY DETAILS

811

SEACOAST UTILITY AUTHORITY
1000 W. UNIVERSITY BLVD.
TALLAHASSEE, FLORIDA 32310
TEL: 904.438.2000
FAX: 904.438.2001

THE MILCOR GROUP, INC.

CIVIL ENGINEERS
10915 SE FEDERAL HIGHWAY
HOBE SOUND, FL 33465
PH: (772) 223-8850
FAX: (772) 223-8851
WWW.THEMILCORGROUP.COM

CERTIFICATE OF AUTHORIZATION

UTILITY DETAILS

754 PARK AVENUE
IMPROVEMENTS
LAKE PARK, FLORIDA



SHEET NO. 8

Exhibit "C"



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 7, 2019

Agenda Item No. Tab 12

Agenda Title: Resolution to Approve Work Authorization with WRMA for the Planning of 10th Street Green Infrastructure Project.

- Special Presentation/Reports, Board Appointment, Public Hearing Ordinance on Reading, New Business, Consent Agenda, Old Business, Other.

Approved by Town Manager [Signature] Date: 7/15/2019
Richard Scherle Public Works Director

Table with 3 columns: Originating Department (Public Works), Costs (\$25,920.00), Attachments (Resolution 59-07-19, Project Scope, Project Fee Schedule, Project Timeline), Advertised (Not Required), and notification status (Not applicable).

Summary Explanation/Background:

The condition of the 10th Street corridor between Silverbeach Road and Park Avenue has continued to deteriorate. The road is in less than ideal condition due to the age of the pavement (combined with its high usage) and poor drainage, which has significantly contributed to roadway deterioration.

This area of 10th Street is important for several reasons. First, it is a heavily travelled roadway, with a history of complaints from motorists, pedestrians, and various property owners in the area.

the Town has been seeking a Tri-Rail station adjacent to the Fire Station, which if awarded, would significantly increase the number of people transiting the area. Third, properties along this Right-of-Way are being considered for redevelopment. And finally, the run-off from this area currently discharges into a pipe that later discharges directly into the Lake Worth Lagoon, which is a sensitive, highly important ecological waterway that has been targeted for pollution reduction by the Lake Worth Lagoon Initiative. Thus, the restoration of this Right-of-Way, which includes environmental considerations, is a priority. Unfortunately, without an additional funding source, visibility for the project is poor due to very high costs associated with the project. For this reason, a strategic alternative is needed that will allow the Town to access and leverage grant funding for its restoration.

Currently, the Town is in the process of developing a Stormwater Masterplan (SWMP). One of the most significant elements of the SWMP is the utilization of Green Infrastructure and Low Impact Development (LID), which are methods to intercept and treat excess stormwater and reduce run-off volumes – thereby easing capacity strains on the currently existing “hard” infrastructure, such as pipes, inlets, gutters, etc. Based on discussions we have had with various regulatory agencies, the Town’s approach has been **very well received** (to the point that the plan itself has been given grant funding from the Florida Resilient Coastlines Program in an amount of \$75,000). A significant contributing factor to the poor condition of 10th Street has been an undersized and inadequate drainage system, which allows water to accumulate, stand, and degrade the pavement. Projects that utilize Green Infrastructure and LID (as ways to treat and improve drainage) are becoming a favorite funding opportunity for various grantors, such as Florida Department of Environmental Protection, South Florida Water Management, and the Lake Worth Lagoon Initiative Grant Program. Staff has identified the 10th Street corridor between Park Avenue and Silverbeach Road as an excellent candidate for a Green Infrastructure Pilot Program, which will not only demonstrate the attractiveness of these techniques (which are anticipated to be replicated across Town), but will allow the Town to restore the Right-of-Way by accessing grant opportunities that otherwise would not be available. In essence, we are seeking to restore the roadway by the incorporation of “green elements,” which will allow us to access much needed grant funds.

In order to be competitive with grants, we have learned that preparation, documentation, and well-conceived plans are absolutely essential. The environment we find ourselves in is highly competitive, and we are fighting for funding against many other larger, very technically complex entities. In order to be successful with obtaining grant awards for the 10th Street corridor, we believe that the following items are needed:

- Robust analysis of the site, in terms of reviewing “as-built” data, land use planning (including the real potential for a Tri-Rail station), LiDAR and topographic analysis.
- Comprehensive studies of the hydrologic and hydraulic systems that affect 10th Street.
- Preliminary design analysis (with a focus towards adoption of Green Infrastructure and LID) with well-conceived site planning.
- Assessment of the extent to which we can reduce or eliminate point and non-point sources of pollution (highly effective data used for grant funding).
- Assessment of all applicable grant opportunities from a wide range of governmental agencies – then – the creation of well-prepared grant applications which clearly demonstrate to the grant funders that we have done “our homework” and are more than worthy of funding (because we have a phenomenal project).

We are seeking approval of a work authorization with WRMA that will address all of these items. A very detailed scope of work is attached (see attachment 2). We anticipate that the completion of this scope of work will position us to compete for both professional design and construction funding. Without grant funding, we do not believe that the 10th Street corridor will be able to be rehabilitated.

In summary, the approval of this work will allow the Town to be competitive and to create a robust framework with which to aim at very sizable grant opportunities for the rehabilitation and restoration of 10th Street between Park Avenue and Silverbeach Road. The fee schedule is included as Attachment 3, with a scope timeline included as Attachment 4. The costs associated with this work is our investment, and will allow us to tap into potentially millions of dollars in grants. Staff recommends approval.

Recommended Motion: I move to adopt Resolution 59-08-19.

ATTACHMENT 1
(Resolution)

RESOLUTION NO. 59-08-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, APPROVING A WORK AUTHORIZATION WITH WATER RESOURCE MANAGEMENT ASSOCIATES (WRMA) FOR THE PLANNING OF THE 10TH STREET GREEN INFRASTRUCTURE PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town is empowered to enter into contractual arrangements with public agencies, private corporations or other persons, pursuant to Florida Statutes; and

WHEREAS, the Town has previously determined, within its five-year Capital Improvement Plan, a need to restore the condition of 10th Street between Park Avenue and Silverbeach Road (the “Project”); and

WHEREAS, pursuant to the Consultants Competitive Negotiation Act (CCNA) the Town entered into a contract on November 7, 2018 with Water Resources Management Associates for stormwater engineering services (the “Consultant”); and

WHEREAS, the Town requires the services of the Consultant to assist it with planning the Project, so that it can be competitive with other government entities in the pursuit of design and construction grant funding for the Project; and

WHEREAS, based on this need, the Consultant has provided a proposal to the Town for the provision of professional services which will satisfy the need; and

WHEREAS, the cost of the proposal is \$25,920.00; and

WHEREAS, the work associated with the proposal will be governed by the terms and conditions of the Town’s contract with the Consultant; and

WHEREAS, the Town Manager has recommended to the Town Commission of Lake Park that it is in the best interest of the Town to accept the Consultant’s proposal and approve a work authorization to commence work on the Consultant’s proposal.

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

Section 1. The whereas clauses are true and correct and are incorporated herein.

Section 2. The Commission hereby authorizes the work with the Consultant, and directs the Town Manager to execute purchase orders or other documents needed to effectuate the purchase of the professional services of the Consultant as required by the Town, and detailed within the Consultant's proposal, a copy of which is attached hereto and incorporated herein as Exhibit "A".

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

ATTACHMENT 2

(Project Scope)

**PROPOSED SCOPE OF SERVICES
FOR TOWN OF LAKE PARK
10th STREET GREEN INFRASTRUCTURE PROJECT**

BACKGROUND

Within the Town of Lake Park, the Tenth Street Right-of-Way between Park Avenue and Silver Beach Road has seen periodic inundation due to the lack of a dedicated drainage system and mostly impervious areas within and adjacent to the Right-of-Way. **Figure 1** shows the location of the Tenth Street Right-of-Way.



Figure 1: 10th Street ROW

The Tenth Street Right-of-Way covers an area of approximately 3 Acres and is located within “Basin 12” of the Town’s 2018 Stormwater Atlas. The area contains a mix of both commercial/industrial and residential properties along both sides of the Right of Way. The existing stormwater management system in Basin 12 consists of inlets and storm sewers. The existing system is chronically undersized and does not provide sufficient capacity to collect and convey the large volumes of excess stormwater runoff from the Tenth Street right-of-way. The system also does not provide any treatment of runoff.

Currently, the Town of Lake Park is in the process of developing a Stormwater Masterplan (SWMP). One of the most significant elements of the SWMP is to utilize green infrastructure and low impact development (LID) methods to intercept and treat excess stormwater runoff from Rights-of-Way throughout the Town with the objective of removing pollutants and reducing the total volume of excess stormwater runoff discharged into the Town’s sewer collection system of storm drains, inlets and pipes. Stormwater runoff from Basin 12 is collected by the Town’s existing stormsewer system and is conveyed

towards the South Eastern portion of the Town, into a 60-inch stormwater outfall pipe which then discharges the untreated runoff into the Lake Worth Lagoon within the Intracoastal Waterway.

The existing stormwater management infrastructure throughout the Town consists of primarily storm drain inlets, manholes, curbs, gutters and pipes, all the typical elements of a conventional “hard-engineered” stormwater collection system. Such a system is indicative of traditional “pipe-and-pond” methods and is neither aware, nor responsive to the consequences of harmful untreated polluted stormwater runoff.

A core strategy of the Town’s Stormwater Masterplan shall be to enhance the town’s gray or mechanical infrastructure with LID and Green Infrastructure (GI) methods which promote the use of pervious surfaces and networked plant communities to remediate pollution and peak flow of runoff after a storm. In such a manner, LID facilities can be designed and constructed in a connected, distributed network to reduce quantity and quality by employing both mechanical and biological processes.

As a part of the larger SWMP effort to begin the process of implementing GI to capture and treat stormwater runoff pollution, the Town of Lake Park has expressed an interest in demonstrating how LID and GI facilities could be applied to a typical Town Right-of-Way, in order to provide context for developing a Town-wide approach in implementing Green Infrastructure as one part of the Town’s long term Stormwater Masterplan strategy.

To this end, WRMA has proposed that the town begin development of a Pilot Project. In consultation with the Town, Tenth Street between Park Avenue and Silver Beach Road has been selected by the Town, as properties along this Right-of-Way are currently being considered for re-development, in addition to having been previously identified as prone to flood inundation. Furthermore, the Town has set aside real estate along the Tenth Street Right-of-Way for planning purposes of a future Tri-Rail train station. Finally, Tenth Street has previously been identified as a roadway re-paving priority of the Town.

The SWMP goal for Climate Change abatement will be to reduce or replace 10% of the Town’s impervious surface areas over the next 20 years with LID facilities capable of capturing and treating one or more inches of stormwater runoff during storms. This strategy would not only affect a reduction in the total volume of excess runoff conveyed and treated at a lower cost, but also would offset an anticipated increase in rainfall intensity due to climate change events. One of the ways in which Climate change is manifested is through increases in both the frequency and intensity of rainfall events. (As an example, a 3 Year – 1 Hour storm event today, would likely be equivalent, in terms of the volume of rainfall produced, to a 5 Year – 1 Hour storm event, within the next 20 years.)

In addition to providing a starting point for the implementation of Green Infrastructure as a part of the SWMP, an objective of the Tenth Street Pilot Project is to expedite the planning and preliminary design of selected GI/LID Best Management Practice (BMP) techniques in order to reduce pollutant loadings with the intention to submit applications for grant funding for the project to the South Florida Water Management District (SFWMD) and the Florida Department of Environmental Protection (FDEP).

The following Scope of Services is proposed.

TASK 1.0 SITE ANALYSIS, COLLECTION OF AS-BUILT INFORMATION AND PLANNING

Crucial to implementing a Green Infrastructure Design of 10th Street is to gain an understanding of the real estate and existing property along the Right-of-Way including ascertaining the function and type of businesses residing on 10th Street. Furthermore, WRMA shall perform a preliminary review of the existing utilities in the Right-of-Way through analysis of existing drainage, utility as-built drawings and GIS information available. Information gathered will be utilized to develop an understanding of the type and quantity of utility re-locations that would be required to construct LID facilities along the Right-of-Way.

1.1 Collection of As-Built Data

WRMA shall communicate with the Town, FDOT, FP&L and other agencies as necessary to obtain as-built information for existing utilities in the 10th Street Right-of-Way. As-Built information will be analyzed during the pre-liminary planning process to locate potential utility conflicts during the siting of proposed LID facilities.

1.2 Existing and Future Land Use Planning

The existing and future land use classification for the project area vicinity, as obtained from the Town Planning Department will be acquired and processed for hydrologic analysis. Different LID facilities may be considered according to the existing or proposed land uses for each parcel along the Right-of-Way. WRMA shall coordinate with the Town's Planning Staff to identify existing or proposed land uses along the 10th street corridor.

1.3 Collection of GIS/LiDAR Data Sources and Topographic Analysis

WRMA will obtain all available GIS and LiDAR data from the Town, the Town's Consultants, Palm Beach County and other agencies as necessary for use in the planning and modeling process for 10th Street. WRMA shall analyze the topography of 10th Street for the purposes of developing a hydrologic model for calculation of peak runoff and to identify locations of ponding in conjunction with photos and reports of ponding during wet weather provided by the Town. GIS data shall be utilized for developing a base map of the project site during this preliminary planning process and LID concept development phase.

1.4 Pre-Liminary Site Investigation for a Proposed Tri-Rail Station

WRMA will provide preliminary site investigation of a proposed tri-rail station at a location to be designated by the Town. WRMA shall coordinate with the Town's planning staff, FDOT and/or Tri-Rail to determine the site requirements and space needs for multi-modal and pedestrian traffic lanes within the Right-of-Way which may impact siting selections for LID facilities.

Task 1 Deliverable

WRMA will prepare a summary report of all of its findings concerning the 10th Street Site Analysis including a DVD with all data and research collected under this Task. This information may be provided to a future design consultant or design-builder as part of a design criteria package. The deliverable may include:

- As-Built Drawing information found
- Soil Boring Information found
- Topographic Data (LiDAR) used in the analysis

TASK 2.0 HYDROLOGIC ANALYSIS

WRMA will expedite the hydrologic and hydraulic modeling of the portion of Basin #12 that includes the 10th Street ROW to determine the quantity and generation (flow and depth) of runoff along the ROW.

2.1 Hydrologic and Hydraulic Data

WRMA will acquire and process existing available soils and impervious area data for the project area. WRMA shall also acquire and process point rainfall (NOAA Atlas 14) data for the project area. A reconnaissance field assessment of the 10th Street study area will be performed, to ascertain the locations of the primary and secondary drainage conveyance system using as guidance the Town's Drainage Atlas Sheets DR-8 & DR-12 including the location, type and size of drainage pipes and structures found/located throughout the study area. Drainage cross sections of flowways and/or ditches will be obtained from GPS field surveying (if needed) and from DEM take-offs. Flooding of the public ROW or private property along 10th Street has historically been reported to Town authorities. WRMA will research the occurrences of flooding events and compare them with recorded hydrologic storm events in the project area (such as Tropical Depressions). Recorded precipitation for identified historical rainfall events may be used for hydrologic model calibration.

2.2 Hydrologic Model Development

The ICPR4 model will be used by WRMA to assess hydrology systems, hydraulic networks, and functions of the Town's stormwater management. The ICPR4 1D module shall be used for the development of flood control GI/LID based design alternatives. The project GIS database will be extensively applied to delineate subbasin boundaries and process the selected model hydrologic parameters. Upon generation of final catchment boundaries links and nodes corresponding to drainage conveyance elements, flood staging locations will be coded into the ICPR model. Cross-sectional data obtained from the field and from the DEM process will be coded along the ROW length of the hydraulic model. Stage storage will be provided at selected locations to assess the level of runoff impoundment for various design storm event simulations.

2.3 Perform Hydrologic/Hydrodynamic Model Runs for Level of Service Analysis

WRMA will perform ICPR model simulations of the following storm events to assess existing vs proposed drainage level of service analysis:

- 3-year, 24-hr design storm event (Selected operational LOS)
- 10-year, 24-hr design storm event (Roadways)
- 25-year, 72-hr design storm event (Detention/retention for pre vs post design peak discharge)
- 100-year, 72-hr design storm event (Flooding of adjacent residential, commercial first floor elevation)

2.4 Perform Conceptual/Preliminary Drainage Design Alternative Analysis

The objective of the conceptual drainage alternative analysis is to site and incorporate GI/LID BMP's into the model. Based on selected level of service criteria, WRMA shall evaluate preliminary drainage design alternatives including:

- Dry detention/retention bioswales
- Onsite/off-site drainage detention/retention facilities

- Cross connected exfiltration trenches
- Pervious pavement (interlocking pavers, grass pavers, pervious concrete, porous asphalt, etc.)

As previously stated, the objective is to convert at least 10% of the ROW impervious area into LID facilities including a treatment train network along the path of the ROW in combination with conventional infrastructure.

Task 2 Deliverable

WRMA will prepare a technical report for the 10th Street Drainage Study including all findings of the study and ICPR modeling information and data. This information may be provided to a future design consultant or design-builder as part of a design criteria package.

TASK 3.0 PRE-LIMINARY AND CONCEPTUAL SITE PLANNING FOR LID FACILITIES AND TRI-RAIL STATION

3.1 Selection and Siting of LID Facilities for 10th Street

Based on the results of the existing drainage analysis of the 10th Street Right-of-Way, WRMA will select , site and design various types of LID facilities along the 10th Street ROW. WRMA will select and design LID facilities with varying levels of service, combined in a treatment train network which will provide a higher level of treatment and volume reduction.

LID facilities selected by WRMA may include any of the following:

- Oversized Pipes
- Flow Control Devices
- Dry Swales
- Underground Detention
- Detention Ponds
- Wet Vaults
- Rainwater Harvesting
- Retention Ponds
- Filter Strips
- Underground Sand Filters
- Surface Sand Filters
- Vegetated Walls
- Vegetated Roofs
- Pervious Paving
- Infiltration Trenches
- Tree Box Filters
- Rain Gardens
- Bio-swales
- Infiltration Basins
- Constructed Wetlands

3.2 Tri-Rail Station Conceptual Site Planning

WRMA will coordinate with the Town of Lake Park Planning Department, to prepare a series of conceptual site plans for a future proposed Tri-Rail station. WRMA will prepare alternative site layouts showing the proposed station facilities and parking areas, and incorporate elements of green infrastructure into the layout of parking areas, walks and green space areas. The LID facilities for the train station will be tied into the LID treatment train facilities sited along the 10th Street Right-of-Way. The addition of LID facilities within the train station property limits will add additional treatment and volume reduction for the 10th Street treatment train and will enhance the value and B/C ratios of the both projects in terms of applying for grant funding.

3.3 InfraWorks Model Development for Conceptual Site Plan Renderings and Planning Assessment

Following completion of the conceptual site plans for the 10th Street LID facilities and the Tri-Rail Train Station Conceptual Site Plan, WRMA will produce a series of 3D models in Infraworks. The InfraWorks Models will provide Town Planning Staff and Officials with the ability to experience virtual walkthroughs as well as view traditional site renderings of the various site plan alternatives. The Infraworks Models will provide a detailed visual context and the ability for planning staff and Town Officials to have more in-depth discussions about issues concerning multi-modal transportation planning, landscaping, engineering and construction issues as well as maintenance and funding concerns.

Task 3 Deliverable

WRMA will provide the 3D InfraWorks Model files to Town staff, including virtual walkthroughs, exhibits and conceptual site plan renderings for multiple or as many aspects or view angles, as is requested by Town staff or officials.

TASK 4.0 WATER QUALITY ASSESSMENT OF POINT/NON-POINT SOURCE POLLUTION & GRANT FUNDING

The objective of this task is to characterize and determine the type and quantity of pollutants that are discharged into the Lake Worth Lagoon (Via the Basin 12 outfall) from the 10th Street ROW via point and non-point sources. To perform this task WRMA will request the portion of the SIMPLE model that was prepared by NPBCID/Mock Roos in Cycle 3 and will use the model to simulate proposed LID facilities in the 10th Street ROW project area. This effort is needed to prepare FDEP, SFWMD and Lake Worth Lagoon Initiative (LWLI) water quality grants.

4.1 SIMPLE Modeling

WRMA will code the SIMPLE land use-based pollutant loading model for existing and future land use conditions along the 10th Street ROW drainage area using the latest EMC's estimates available from the NPBCID/Mock Roos. The goal is to determine an estimate of the current and future (alternative BMP design) pollutant loadings for this portion of the Town's MS4 contributing area to the LWL receiving water. This load reduction information is essential to secure grant funding from the SFWMD/FDEP or FDOT permitting agencies.

4.2 Pollutant Load Reduction Assessment

The Clean Water Act (CWA) Section 303(d) requires both the USEPA and the FDEP to identify water segments that are currently unable to (or are not expected to) meet water quality standards through the use of technology-based effluent limitations (Lake Worth Lagoon). Pollutant load reductions will be estimated for the proposed LID facilities along 10th Street and pollutant loading reductions will be subtracted from the estimates provided by the NPBCID NPDES program group, thus enhancing the Town's NPDES co-permittee participation program.

The Town's monitoring program for the NPBCID NPDES program group requires sampling four times per year for six test parameters, including Chlorophyll-A, Dissolved Oxygen (DO), Total Phosphorus (TP), Total Nitrogen (TN), Total Suspended Solids (TSS) and Turbidity.

The following parameters are included in the SIMPLE analysis of the data:

- Dissolved Oxygen
- Total Nitrogen
- Total Phosphorus
- Total Suspended Solids
- Turbidity
- Chlorophyll A

4.3 Screening of Potential Funding Sources

There are a number of traditional and non-traditional funding sources that could be beneficial to the Town of Lake Park in all areas of the Stormwater Master Plan Program, and specifically for the 10th Street Green Infrastructure Project. These include sources classified as direct loans and grants.

Specific Information Regarding Eligibility

WRMA will research the availability of state and federal grants that could apply to the implementation of the 10th Street GI/LID Project.

Primarily WRMA will concentrate on three sources:

1. The State of Florida DEP Non-Point Source Program that administers both the Federal Clean Water Act Section 319(h) Grants (also known as "319 Grants"), and the State Water-quality Assistance Grants (also known as "SWAG").
2. The South Florida Water Management District Cooperative Funding Program
3. The Lake Worth Lagoon Initiative Grant Program

4.4 Preparation of Funding Source Grant Applications

WRMA will prepare grant applications for funding of the final design and implementation of the 10th Street GI/LID Project for any of these three aforementioned grant sources (As applicable depending on applications deadlines in the Fiscal 2019-2020 year). This task will also include preparation of presentations and/or exhibits for selection committee presentations if selected. WRMA will assist Town staff in presenting the project for funding to selection committees if the project is selected or shortlisted for grant funding.

Task 4 Deliverable

WRMA will provide the final SIMPLE water quality model and water quality calculations to the Town's staff as well as staff or consultants from the NPBCID NPDES Program. WRMA will also provide multiple grant applications for the 10th Street Green Infrastructure Project, including power point presentations and accompanying exhibits in the event the project is shortlisted or selected for funding and a presentation is required.

END OF SCOPE OF SERVICES

PRICE PROPOSAL

Please see attached cost estimate for a breakdown of the direct labor hours and expenses related to the proposed Scope of Services.

Total Cost of Proposed Scope of Services: \$ 25,920.00

GRANT RESOURCES

Eligibility information on the aforementioned Grant sources follows:

1. FDEP Nonpoint Source Program

The goal of these grants is to reduce nonpoint source pollution from land use activities. Total funding amounts available each year in these two grant programs depends on Federal and state appropriations but is usually around \$8 - \$9 million.:

Eligibility: Financial assistance is available to Florida's local governments, including county and municipal governments. Eligible projects include, but are not limited to:

- Demonstration and evaluation of best management practices (BMPs);
- Nonpoint pollution reduction in priority watersheds (e.g., areas with water quality restoration plans, etc.).

Example includes treatment of impaired waters.

- Green Infrastructure/Low Impact Development for stormwater;
- Ground water protection from nonpoint sources;
- Public education programs on nonpoint source management ("319 Grant" only).

Description: Annually, the state Legislature provides approximately \$5 million in Water Quality Restoration Grant funding for the implementation of best management practices designed to reduce pollutant loads to impaired waters from urban stormwater discharges.

Example of Applicable Projects: Construction of urban stormwater Best Management Practices, monitoring to determine pollutant loads from the project, public education activities associated with a project.

Requirements: Matching funds or in-kind contributions are required. State Revolving Fund loan can be a matching fund.

Funding Cycle: The current solicitation cycle runs from March 18, 2019 through April 30, 2019. Complete the Nonpoint Source (NPS) Project Proposal Request and submit supporting documents via the DEP Grantee Portal.

2. SFWMD Cooperative Funding Program

For nearly two decades, the District has provided funding to local governments, special districts, utilities, homeowners associations, water users and other public and private organizations for stormwater, alternative water supply and water conservation projects that are consistent with the agency's core mission. The Cooperative Funding Program combines these funding programs into one streamlined program to provide partnership opportunities and financial incentives to implement local projects that complement regional flood control, restoration, water quality and water supply efforts.

Managing stormwater runoff is a District priority that relies on successful local partnerships. The stormwater component of the Cooperative Funding Program will share the cost of local projects that address water quality and flooding issues caused by stormwater runoff.

Eligible projects should target:

- Areas discharging to an impaired water body
- Areas with Total Maximum Daily Load (TMDL) allocations
- Areas identified in a Best Management Action Plan (BMAP)
- Areas identified within a Surface Water Improvement and Management Plan
- Areas identified within another regional plan, such as the Caloosahatchee River Watershed Protection Plan, St. Lucie River Watershed Protection Plan or Broward County Integrated Water Resource Plan

Examples of eligible stormwater projects in previous years include stormwater treatment areas, innovative restoration projects that improve water quality, water storage and infrastructure modifications, sediment reduction facilities and stormwater retrofits.

3. Lake Worth Lagoon Initiative Grant Program

Background

Since 1998, the Florida Legislature has appropriated more than \$22 million towards Lake Worth Lagoon restoration. These funds have been leveraged with local funds to support over \$88 million in restoration and water quality improvements in the lagoon. Palm Beach County will solicit project proposals to provide collaborative support for a stronger Lake Worth Lagoon Initiative (LWLI) legislative request, and to assist local municipalities and special taxing districts in improving the lagoon through projects such as habitat restoration, storm water retrofits and septic-to-sewer conversions.

A Selection Committee (“Committee”), comprised of representatives of the following agencies: Palm Beach County, South Florida Water Management District, Palm Beach County League of Cities, Florida Inland Navigation District, Florida Department of Environmental Protection, Florida Fish and Wildlife Conservation Commission, and the U.S. Army Corps of Engineers (USACE), will be convened for one day to hear presentations and to rank projects for inclusion in Palm Beach County’s annual legislative agenda for the LWLI funding request.

Funds are appropriated to the LWLI by the Florida Legislature and will be distributed to projects in order of ranking. Each recipient will be responsible for entering into a contractual agreement with the Florida Department of Environmental Protection to receive reimbursement based funding.

Eligibility: Inclusion in the Lake Worth Lagoon Initiative Legislative Funding Request is limited to political subdivisions of the State of Florida.

Project Selection Criteria: To the greatest extent possible, all projects must be consistent with the Water Projects Grant Program as defined in FS 403.885. The Legislature’s preference is

towards turn-dirt projects. No more than 10% of the funding for any year should be spent on research, education, and monitoring. Land acquisition is allowed if the land will be utilized to further a water quality or habitat improvement project.

- Projects should be completed within a one-year period. Larger projects, which require multi-year implementation, may be broken down to phased projects, but each phase should yield tangible and standalone results. In no circumstance should contract duration exceed 24 months unless otherwise specifically authorized by the Florida Department of Environmental Protection.
- Bang for the Buck: Does the proposed project represent tangible and measurable expectations of water quality or habitat improvements to the Lake Worth Lagoon and its watershed?
- Ready to Go: Has the proposed project-initiated land acquisitions and local approvals, if necessary, to move forward with the construction phase? (ranking preference will be given towards construction ready projects) If regulatory permits are required, have those permits been received? (Lower consideration will be given for projects that have not yet received necessary permits)

Local Commitment: Does the proposed project have a commitment from the local sponsor of at least 50/50 cost match (match may be other non-state funding commitments)? Does the sponsor have a record of timely completion?

Consistency with Lake Worth Lagoon Management Plan: Does the proposed project demonstrate consistency with the goals, action plans, and/or program areas specified in the management plan?

General Information: The LWLI Legislative Funding Request will be open from May 10, 2019 to August 2, 2019. Applications must be submitted by August 2, 2019. The application form is located on the LWLI website, www.lwli.org. Applicants will be expected to provide the Committee a ten (10) minute presentation outlining the merits of the proposed project on August 15, 2019. After presentations, Committee members may ask questions of the applicant. The Committee will rank the selected projects by a formal vote. A final project list and ranking will be announced at the Lake Worth Lagoon Initiative Steering Committee meeting on September 18, 2019.

Subsequently, the ranked project list will be recommended to the Palm Beach County Board of County Commissioners for inclusion into its annual legislative agenda. Each LWLI member entity is also encouraged to adopt and support the LWLI legislative funding request. Projects will be funded in order of ranking until all available funds are encumbered. If a ranked project does not receive funding, it can be re-submitted the following year for ranking. Funding becomes available July 1, 2020 and requires each organization to enter into a contractual agreement with the Florida Department of Environmental Protection. Funds are distributed on a reimbursement basis for project completion. Work conducted prior to July 1, 2020, may not be eligible for reimbursement.

ATTACHMENT 3
(Project Fee Schedule)

**TOWN OF LAKE PARK
PROPOSED SCOPE OF SERVICES
10TH STREET GREEN INFRASTRUCTURE PROJECT**

TASK ITEM AND DESCRIPTION	Sr. Prj Mgr	Sr Engineer	Associate Engineer Prj Mgr	Staff Engineer	Sr Scientist Analyst	Sr GIS/RS Analyst	Admin	Total Hours (hrs)	Total Labor Cost (hrs x rate)	Task Subtotal Cost
	\$ 125.00	\$ 115.00	\$ 110.00	\$ 85.00	\$ 110.00	\$ 95.00	\$ 65.00			
1.0 SITE ANALYSIS, COLLECTION OF AS-BUILT INFORMATION AND PLANNING										\$ 2,375.00
1.1 Collection of As-Built Data		1	1	4			1	7	\$ 630.00	
1.2 Existing and Future Land Use Planning		1	4	2				7	\$ 725.00	
1.3 Collection of GIS/LIDAR Data Sources and Topographic Analysis			1	4			1	6	\$ 515.00	
1.4 Pre-Liminary Site Investigation for a Proposed Tri-Rail Station		1	2	2				5	\$ 505.00	
2.0 HYDROLOGIC ANALYSIS										\$ 7,930.00
2.1 Hydrologic and Hydraulic Data		4	8	2				14	\$ 1,510.00	
2.2 Hydrologic Model Development		4	8	2				14	\$ 1,510.00	
2.3 Perform Hydrologic/Hydrodynamic Model Runs for Level of Service Analysis		4	16	2				22	\$ 2,390.00	
2.4 Perform Conceptual/Preliminary Drainage Design Alternative Analysis		4	16	2			2	24	\$ 2,520.00	
3.0 PRE-LIMINARY AND CONCEPTUAL SITE PLANNING										\$ 8,025.00
3.1 Selection and Siting of LID Facilities for 10th Street		1	16	2				19	\$ 2,045.00	
3.2 Tri-Rail Station Conceptual Site Planning		1	16	2				19	\$ 2,045.00	
3.3 InfraWorks Model Development and Planning Assessment		1	32	2			2	37	\$ 3,935.00	
4.0 WATER QUALITY ASSESSMENT AND GRANT FUNDING										\$ 7,590.00
4.1 SIMPLE Modeling		4	8	2				14	\$ 1,510.00	
4.2 Pollutant Load Reduction Assessment		4	8	2				14	\$ 1,510.00	
4.3 Screening of Potential Funding Sources		4	8	2				14	\$ 1,510.00	
4.4 Preparation of Funding Source Grant Applications		4	8	8			16	36	\$ 3,060.00	
SUBTOTAL DIRECT LABOR	\$ -	\$ 4,370.00	\$ 16,720.00	\$ 3,400.00	\$ -	\$ -	\$ 1,430.00	252	\$ 25,920.00	
TOTAL COST									\$ 25,920.00	

Note:
Task 4.0 Includes running the SIMPLE water quality model for the entire Town area for use in preparing water quality grants for FDEP and the Lake Worth Lagoon Initiative

ATTACHMENT 4
(Project Timeline)

Exhibit "D"

TOWN MANAGER COMMENTS

AUGUST 7, 2019 COMMISSION MEETING

LAKE PARK ELEMENTARY SCHOOL EARNS AN 'A' RATING –

Congratulations to Principal Michelle Fleming, Faculty, Parents and the children of Lake Park Elementary School on their academic achievement.

PROCLAMATION REQUEST – FL WATER PROFESSIONALS MONTH for

August 2019 by Florida Water & Pollution Control Operators Association who promotes the sustainability of Florida's water utility industry through workforce development, to protect the health of Florida's citizens and to preserve the state's water resources. *(E-mailed to Commission for review in advance)*

BACK TO SCHOOL EXTRAVAGANZA - The Town of Lake Park will host its annual Back to School Extravaganza on Saturday, August 10th from 10:00 am to 1:00 pm at Town Hall and the Library. The Town will provide 800 K-12 students with free backpacks, school supplies, haircuts, food, fun activities, health services and educational resources. Parking and admission are free. No pre-registration required. All children must be accompanied by an adult to receive a backpack. For more information please contact the Special Events Department at 561-840-0160.

SENATOR BOBBY POWELL INVITATION TO FOURTH FARM SHARE FOOD GIVEAWAY –

Saturday, August 10th, 9 a.m.- 1 p.m. at Gaines Park, 1501 Australian Ave. in West Palm Beach. It is the Senator's fourth giveaway since being elected in 2012 and is partnering this year with WPB Mayor Keith James. This community-focused event is first-come-first-served and does not require registration to receive the free fresh fruits and vegetables. Volunteers are needed. For more information call 561-650-6880.

LAKE PARK PUBLIC LIBRARY CLOSING – Tuesday, August 20th and Wednesday, August 21st for Library Staff Training for their new catalog system. Reopening Thursday, August 22nd for regular schedule of operation, 9 a.m.-8 p.m.

The Library's Florida Bar speaker series topic on Tuesday, August 13, 2019 at 6:00 pm will be about purchasing a home in the Schlyer Room Lake Park Library.

Wow-Wow Tales afternoon session with Ramona the dog on Thursday August 15 at 4:00 pm at the Lake Park Library

SPACEBOX RIBBON CUTTING – Thursday, August 22, 10 a.m.
210 N. Congress Avenue.

FLORIDA LEAGUE OF CITIES 93RD ANNUAL CONFERENCE – The full Town Commission, Town Manager and Public Works Director will be attending August 14-18, 2019 in Orlando.

SUNSET CELEBRATION - The Town of Lake Park will host its monthly Sunset Celebration on Friday, August 30th from 6:00 pm – 9:00 pm at Lake Park Harbor Marina. This month's event will feature live entertainment from the *Bryce Allyn Band*, featuring a versatile range of reggae and classic rock through the ages that the crowd is sure to enjoy! There will be a full cash bar, happy hour prices, and a variety of food and arts & crafts vendors. For more information please contact the Special Events Department at 561-840-0160.

TEMPORARY SIGNAGE – 754 Park Avenue (Discuss at CRA Board-Sept. 4th Meeting?) Temporary signage around the construction fence so those passing by 700 and 748 Park Avenue will not think the businesses are closed.

TAB 2



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 21, 2019

Agenda Item No. *Tab 2*

Agenda Title: Resolution Authorizing and Directing Mayor to Execute the Grant Agreement with the State of Florida Department of State, Division of Historical Resources for the Creation of a Structural Condition Report of the Town Clerk Ceiling and Exterior Doors

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

Approved by Town Manager *[Signature]* Date: *8-9-19*
Murrell Angstrom, Grants Writer
 Name/Title

Originating Department: Town Manager (Grants Writer)	Costs: \$0 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: *Resolution No. <i>61</i> -08-19 *Contract
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <i>MA</i> Please initial one.

Summary Explanation/Background: The Town of Lake Park has been awarded a grant of \$28,000 from the Florida Department of State, Division of Historical Resources. The grant is for "Lake Park Town Hall Structural Condition Assessment and Report: Town Clerk Ceiling and Exterior Doors."

Under the terms of the grant agreement, the Town will fund architectural/engineering services, including an existing conditions assessment, recommendations report, and

preparation of construction documents for the historic Lake Park's Town Hall entrance/egress doors and the ceiling in the office of the Town Clerk's Department. The grant period ends on June 30, 2020.

It is required for the Town to enter into a grant agreement with the Florida Department of State, Division of Historical Resources for such grant. The purpose of this agenda item is to authorize and direct the Mayor to execute such grant.

Recommended Motion: I move to approve Resolution No. 61-08-19

RESOLUTION NO. 61-08-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA TO AUTHORIZE THE MAYOR TO EXECUTE THE GRANT AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF STATE, DIVISION OF HISTORICAL RESOURCES FOR THE CREATION OF A STRUCTURAL CONDITION REPORT OF THE TOWN CLERK CEILING AND EXTERIOR DOORS

WHEREAS, the Town of Lake Park (“Town”) is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town desires to implement strategies that will improve the quality of life for residents and visitors in the community; and

WHEREAS, the Florida Department of State, Division of Historical Resources has granted the Town \$28,000 for the purpose of creating a Structural Condition Report of the Town Clerk Ceiling and Exterior Doors; and

WHEREAS, it is necessary for the Town of Lake Park to enter into a grant agreement with the Florida Department of State, Division of Historical Resources for such grant; and

WHEREAS, the Town Commission has reviewed the grant agreement and has determined that it is the best interest of the Town to authorize the Mayor to execute the grant agreement.

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

SECTION 1. The foregoing recitals are incorporated herein.

SECTION 2. The Town Commission hereby authorizes and directs the Mayor

to sign the grant agreement with the Florida Department of State, Division of Historical Resources, a copy of which is attached hereto as Agenda Exhibit A.

SECTION 3. This Resolution shall take effect immediately upon its adoption.

AGREEMENT BETWEEN
THE STATE OF FLORIDA, DEPARTMENT OF STATE
AND
Town of Lake Park
20.h.sm.100.041

This Agreement is by and between the State of Florida, Department of State, Division of Historical Resources hereinafter referred to as the "Division," and the Town of Lake Park hereinafter referred to as the "Grantee."

The Grantee has been awarded a Small Matching Grant by the Division, grant number 20.h.sm.100.041 for the Project "Lake Park Town Hall Structural Condition Assessment and Report: Town Clerk Ceiling and Exterior Doors," in the amount of \$28,000 ("Grant Award Amount"). The Division enters into this Agreement pursuant to Line Item 3169, contained in the 2020 General Appropriations Act, SB 2500, Laws of Florida. The Division has the authority to administer this grant in accordance with Section 267.0617, *Florida Statutes*.

In consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. Grant Purpose. This grant shall be used exclusively for the "Lake Park Town Hall Structural Condition Assessment and Report: Town Clerk Ceiling and Exterior Doors," the public purpose for which these funds were appropriated.

a) The Grantee shall perform the following **Scope of Work**:

The grant funds will be used in Lake Park to fund architectural / engineering services, including an existing conditions assessment, recommendations report, and preparation of construction documents for the historic Town of Lake Park's Town Hall entrance/egress doors and the ceiling in the office of the Town Clerk's Department.

All tasks associated with the Project shall meet the requirements set forth in this agreement.

b) The Grantee agrees to provide the following **Deliverables** and **Performance Measures** related to the Scope of Work for payments to be awarded.

#	Payment Type	Deliverable Description	Documentation	Payment Amount
1	Fixed Price	Provide one (1) copy of the existing conditions assessment report and one (1) copy of recommendations report to the Division for review and approval.	One (1) copy of the existing conditions assessment report; and one (1) copy of recommendations report to the Division for review and approval.	\$8,400

2	Fixed Price	Provide one (1) copy of the 50% construction documents to the Division for review and approval.	One (1) copy of the 50% construction documents to the Division for review and approval.	\$8,400
3	Fixed Price	Provide one (1) electronic and one (1) hard copy of the final 100% construction documents to the Division for review and approval. In addition, a Single Audit Form shall be completed by the Grantee and submitted along with the Final Progress Report prior to final payment.	One (1) electronic and one (1) hard copy of the final 100% construction documents to the Division for review and approval; a Single Audit Form; and the Final Progress Report.	\$11,200
Totals				\$28,000

c) The Grantee has provided an Estimated Project Budget based upon reasonable expenditures projected to accomplish the Grantee's Scope of Work and Deliverables outlined in the Agreement. The Budget provides details of how grant and match funds will be spent. All expenditures shall be in accordance with this budget (which is incorporated as part of this Agreement and entitled Attachment A) and must be incurred during the term of this Agreement, as stated in Section 2 of this Agreement.

2. **Length of Agreement.** This Agreement shall begin on 07/01/19, and shall end 06/30/20, unless terminated in accordance with the provisions of Section 33 of this Agreement. Contract extensions will not be granted unless Grantee is able to provide substantial written justification and the Division approves such extension. The Grantee's written request for such extension must be submitted to the Division no later than thirty (30) days prior to the termination date of this Agreement and no amendment will be valid until a written amendment is signed by both parties as required in Section 7 and Section 15 of this Agreement.

3. **Contract Administration.** The parties are legally bound by the requirements of this Agreement. Each party's contract manager, named below, will be responsible for monitoring its performance under this Agreement, and will be the official contact for each party. Any notice(s) or other communications in regard to this agreement shall be directed to or delivered to the other party's contract manager by utilizing the information below. Any change in the contact information below shall be submitted in writing to the contract manager within 10 days of the change.

For the Division of Historical Resources:

Justin Baker
 Florida Department of State
 R.A. Gray Building
 500 South Bronough Street
 Tallahassee, FL 32399
 Phone: 850.245.6310
 Email: justin.baker@dos.myflorida.com

For the Grantee:

Contact: Merrell Angstreich
Address: 535 Park Avenue Lake Park Florida 33403
Phone: 561.882.1819
Email:mangstreich@lakeparkflorida.gov

4. **Grant Payments.** All grant payments are requested online via www.dosgrants.com by submitting a payment request with documentation that the deliverable has been completed and documentation evidencing all expenses incurred in achieving the completion of the deliverable. The total grant award shall not exceed the Grant Award Amount, which shall be paid by the Division in consideration for the Grantee's minimum performance as set forth by the terms and conditions of this Agreement. The grant payment schedule is outlined below:
 - a) All payments will be made in the amounts identified with the Deliverables in Section 1 of this agreement.
 - b) All payments will be made in accordance with the completion of those Deliverables.

5. **Electronic Payments.** The Grantee can choose to use electronic funds transfer (EFT) to receive grant payments. All grantees wishing to receive their award through electronic funds transfer must submit a Direct Deposit Authorization form to the Florida Department of Financial Services. If EFT has already been set up for the organization, the Grantee does not need to submit another authorization form unless the organization has changed bank accounts. The authorization form is accessible at <http://www.myfloridacfo.com/Division/AA/Forms/DFS-A1-26E.pdf> where information pertaining to payment status is also available.

6. **Florida Substitute Form W-9.** A completed Substitute Form W-9 is required from any entity that receives a payment from the State of Florida that may be subject to 1099 reporting. The Department of Financial Services (DFS) must have the correct Taxpayer Identification Number (TIN) and other related information in order to report accurate tax information to the Internal Revenue Service (IRS). To register or access a Florida Substitute Form W-9 visit <https://flvendor.myfloridacfo.com/> . **A copy of the Grantee's Florida Substitute Form W-9 must be submitted to the Division, as required, in advance of or with the executed Agreement.**

7. **Amendment to Agreement.** Either party may request modification of the provisions of this Agreement by contacting the Division to request an Amendment to the Contract. **Changes which are agreed upon shall be valid only when in writing, signed by each of the parties, and attached to the original of this Agreement.** If changes are implemented without the Division's written approval, the organization is subject to noncompliance, and the grant award is subject to reduction, partial, or complete refund to the State of Florida and termination of this agreement.

8. **Financial Consequences.** The Department shall apply the following financial consequences for failure to perform the minimum level of services required by this Agreement in accordance with Sections 215.971 and 287.058, *Florida Statutes*.
 - a) Any advanced funds will be returned to the State of Florida if unexpended within the first 3 months of disbursement.
 - b) Payments will be withheld for failure to complete services as identified in the Scope of Work and Deliverables, **provide** documentation that the deliverable has been completed, or demonstrate the

appropriate use of state funds.

- c) If the grantee has spent less than the Grant Award Amount in state funds to complete the Scope of Work, the final payment will be reduced by an amount equal to the difference between spent state dollars and the Grant Award Amount.
- d) The Division may reduce individual payments by 10% if the completed Deliverable does not meet the Secretary of the Interior's Standards and Guidelines or other industry standards applicable to the project.

The Division shall reduce total grant funding for the Project in direct proportion to match contributions not met by the end of the grant period. This reduction shall be calculated by dividing the actual match amount by the required match amount indicated in the Agreement and multiplying the product by the Grant Award Amount indicated in the Agreement. Pursuant to Section 17, Grantee shall refund to the Division any excess funds paid out prior to a reduction of total grant funding.

9. Additional Special Conditions.

Planning Projects.

- a) The Grantee shall submit planning project contracts to the Division for review and approval prior to execution
- b) For planning projects, the Grantee shall follow the planning documents as outlined in the guidelines found online at <https://dos.myflorida.com/historical/grants/small-matching-grants/>.

10. Credit Line(s) to Acknowledge Grant Funding.

Pursuant to Section 286.25, *Florida Statutes*, in publicizing, advertising, or describing the sponsorship of the program the Grantee shall include the following statement:

- a) "This project is sponsored in part by the Department of State, Division of Historical Resources and the State of Florida." Any variation in this language must receive prior approval in writing by the Division.
- b) All site-specific projects must include a Project identification sign, with the aforementioned language, that must be placed on site. The cost of preparation and erection of the Project identification sign are allowable project costs. Routine maintenance costs of Project signs are not allowable project costs. A photograph of the aforementioned sign must be submitted to the Division as soon as it is erected.

11. Encumbrance of Funds.

The Grantee shall execute a binding contract for at least a part of the Scope of Work by September 30, except as allowed below.

- a) Extension of Encumbrance Deadline: The encumbrance deadline indicated above may be extended by written approval of the Division. To be eligible for this extension, the Grantee must demonstrate to the Division that encumbrance of grant funding and the required match by binding contract(s) is achievable by the end of the requested extended encumbrance period. The Grantee's written request for extension of the encumbrance deadline must be submitted to the Department no later than fifteen (15) days prior to the encumbrance deadline indicated above. The maximum extension of the encumbrance period shall be

thirty (30) days.

- b) Encumbrance Deadline Exception: For projects not involving contract services the Grantee and the Department shall consult on a case-by-case basis to develop an acceptable encumbrance schedule.

12. Grant Reporting Requirements. The Grantee must submit the following reports to the Division. All reports shall document the completion of any deliverables/tasks, expenses and activities that occurred during that reporting period. All reports on grant progress will be submitted online via www.dosgrants.com.

- a) **First Project Progress Report** is due by October 31, for the period ending September 30.
- b) **Second Project Progress Report** is due by January 31, for the period ending December 31.
- c) **Third Project Progress Report** is due by April 30, for the period ending March 31.
- d) **Final Report.** The Grantee must submit a Final Report to the Division within one month of the Grant Period End Date set forth in Section 2 above.

13. Matching Funds. The Grantee is required to provide a 100% match of the Grant Award Amount. Of the required match, a minimum of 25% must be cash on hand. The remaining match may include in-kind services, volunteer labor, donated materials, and additional cash. For projects located in Rural Economic Development Initiative (REDI) counties or communities that have been designated in accordance with Sections 288.0656 and 288.06561, *Florida Statutes*, Grantees may request a waiver of the match amount. Grantees that are Certified Local Government (CLG) organizations and Main Street Program organizations are not required to provide a match. The Grantee must submit documentation that the minimum match requirements have been met and provide to the Division documentation evidencing expenses incurred to comply with this requirement.

14. Grant Completion Deadline. The grant completion deadline is the end date of this Agreement set forth in Section 2 above. The Grant Completion Deadline is the date when all grant and matching funds have been paid out and expended in accordance with the work described in the Scope of Work, detailed in the Estimated Project Budget. If the Grantee finds it necessary to request an extension of the Grant Completion Deadline, an Amendment to the Agreement must be executed as per Section 7, and the stipulations in Section 15 must be met.

15. Extension of the Grant Completion Deadline. An extension of the completion date must be requested at least thirty (30) days prior to the end of the Grant Period and may not exceed 30 days, unless the Grantee can clearly demonstrate extenuating circumstances. An extenuating circumstance is one that is beyond the control of the Grantee, and one that prevents timely completion of the Project such as a natural disaster, death or serious illness of the individual responsible for the completion of the Project, litigation related to the Project, or failure of the contractor or architect to provide the services for which they were contracted to provide. An extenuating circumstance does not include failure to read or understand the administrative requirements of a grant or failure to raise sufficient matching funds. Changes to the original completion deadline shall be valid only when requested in writing, approved by the Division, and an Amendment to the Agreement has been executed by both parties and attached to the original of this Agreement.

16. Non-allowable Grant Expenditures. The Grantee agrees to expend all grant funds received under this

agreement solely for the purposes for which they were authorized and appropriated. Expenditures shall be in compliance with the state guidelines for allowable Project costs as outlined in the Department of Financial Services' Reference Guide for State Expenditures (revised 3/10/2011), which are incorporated by reference and are available online at http://www.myfloridacfo.com/aadir/reference_guide/. The following categories of expenditures are non-allowable for expenditure of grant funds and as contributions to required match:

- a) Expenditures for work not included in the Scope of Work of the executed Grant Award Agreement;
- b) Costs of goods and services not procured in accordance with procurement procedures set forth in the Grant Award Agreement and Chapter 287 of the *Florida Statutes*;
- c) Expenses incurred or obligated prior to or after the Grant Period, as indicated in the Grant Award Agreement;
- d) Expenses associated with lobbying or attempting to influence Federal, State, or local legislation, the judicial branch, or any state agency;
- e) Expenditures for work not consistent with the applicable historic preservation standards as outlined in the Secretary of the Interior's Guidelines available at www.nps.gov/tps/standards/treatment-guidelines-2017.pdf, standards available at <http://www.nps.gov/tps/standards.htm> and [nps.gov/history/local-law/arch_stnds_0.htm](http://www.nps.gov/history/local-law/arch_stnds_0.htm) or applicable industry standards;
- f) Costs for projects having as their primary purpose the fulfillment of Federal or State historic preservation regulatory requirements, specifically, costs of consultation and mitigation measures required under Section 106 of the *National Historic Preservation Act of 1966*, as amended, or under Section 267.031, F.S.;
- g) Projects directed at activities or Historic Properties that are restricted to private or exclusive participation or access, which shall include restricting access on the basis of sex, race, color, religion, national origin, disability, age, pregnancy, handicap, or marital status;
- h) Entertainment, food, beverages, plaques, awards, or gifts;
- i) Costs or value of donations or In-kind Contributions not documented in accordance with the provisions of the Grant Award Agreement;
- j) Indirect costs including Grantee overhead, management expenses, general operating costs and other costs that are not readily identifiable as expenditures for the materials and services required to complete the work identified in the Scope of Work in the Grant Award Agreement. Examples of indirect costs include: rent/mortgage, utilities, janitorial services, insurance, accounting, internet service, monthly expenses associated to security systems, non-grant related administrative and clerical staffing, marketing, and fundraising activities;
- k) Administrative expenditures such as expenditures that are directly attributable to management of the grant-assisted Project and meeting the reporting and associated requirements of the Grant Award Agreement, whether grant expenditures or match contributions, which in aggregate exceed 5% of the grant award amount;
- l) Grantee operational support (i.e., organization salaries not directly related to grant activities; travel

expenditures; per diem; or supplies);

- m) Insurance costs;
- n) Capital improvements to property;
- o) Furniture and Equipment. (a) Expenditures for furniture and equipment including but not limited to: desks, tables, seating, rugs and mats, artwork and decorations, window treatments, computers, cameras, printers, scanners, appliances, case goods (including cabinets, countertops, or bookshelves), new or replacement casework, systems' furniture, portable lighting fixtures, portable sound or projection systems, specialty fixtures and equipment, visual display units, total stations, movable partitions, and acoustical treatments and components, unless specific prior approval has been granted by the Division. (b) If special equipment is required for completion of the Project, it shall be rented for the grant term unless it can be shown that acquiring the equipment is cheaper than renting the equipment and approval has been provided by the Division as part of the documentation presented at the time of application. If the value of special equipment is to be used as a match contribution, the value of the match contribution shall be limited to the cost of rental for the Grant Period at the market rate for such rental in the region;
- p) Costs associated with attending or hosting conferences, summits, workshops, or presentations; and
- q) Travel expenditures, including those of personnel responsible for items of work approved by the Division, administrative personnel, contracted or subcontracted employees, either for purposes of work on-site or research off-site.

- 17. Unobligated and Unearned Funds and Allowable Costs.** In accordance with Section 215.971, *Florida Statutes*, the Grantee shall refund to the State of Florida any balance of unobligated funds which has been advanced or paid to the Grantee. In addition, funds paid in excess of the amount to which the recipient is entitled under the terms and conditions of the agreement must be refunded to the state agency. Further, the recipient may expend funds only for allowable costs resulting from obligations incurred during the specified agreement period. Expenditures of state financial assistance must be in compliance with the laws, rules, and regulations applicable to expenditures of State funds, including, but not limited to, the *Reference Guide for State Expenditures*.
- 18. Repayment.** All refunds or repayments to be made to the Department under this Agreement are to be made payable to the order of the "Department of State" and mailed directly to the following address: Florida Department of State, Attention: Grants Program Supervisor, Division of Historical Resources, 500 South Bronough Street Tallahassee, FL 32399. In accordance with Section 215.34(2), *Florida Statutes*, if a check or other draft is returned to the Department for collection, Grantee shall pay to the Department a service fee of \$15.00 or five percent (5%) of the face amount of the returned check or draft, whichever is greater.
- 19. Single Audit Act.** Each Grantee, other than a Grantee that is a State agency, shall submit to an audit pursuant to Section 215.97, *Florida Statutes*. See Attachment B for additional information regarding this requirement.
- 20. Retention of Accounting Records.** Financial records, supporting documents, statistical records, and all other records including electronic storage media pertinent to the Project shall be retained for a period of five (5) years after the close out of the grant. If any litigation or audit is initiated, or claim made, before the expiration of the

five-year period, the records shall be retained until the litigation, audit, or claim has been resolved.

21. **Obligation to Provide State Access to Grant Records.** The Grantee must make all grant records of expenditures, copies of reports, books, and related documentation available to the Division or a duly authorized representative of the State of Florida for inspection at reasonable times for the purpose of making audits, examinations, excerpts, and transcripts.
22. **Obligation to Provide Public Access to Grant Records.** The Division reserves the right to unilaterally cancel this Agreement in the event that the Grantee refuses public access to all documents or other materials made or received by the Grantee that are subject to the provisions of Chapter 119, *Florida Statutes*, known as the *Florida Public Records Act*. The Grantee must immediately contact the Division's Contract Manager for assistance if it receives a public records request related to this Agreement.
23. **Investment of Funds Received But Not Paid Out.** The Grantee may temporarily invest any or all grant funds received but not expended, in an interest bearing account pursuant to Section 216.181(16)(b), *Florida Statutes*. Interest earned on such investments should be returned to the Division quarterly, except that interest accrued less than \$100 within any quarter may be held until the next quarter when the accrued interest totals more than \$100. All interest accrued and not paid to the Division, regardless of amount, must be submitted with the Grantee's final Progress Report at the end of the Grant Period.
24. **Noncompliance with Grant Requirements.** Any Grantee that has not submitted required reports or satisfied other administrative requirements for this grant or other Division of Historical Resources grants or grants from any other Florida Department of State (DOS) Division will be in noncompliance status and subject to the DOS Grants Compliance Procedure. Grant compliance issues must be resolved before a grant award agreement may be executed, and before grant payments for any DOS grant may be released.
25. **Accounting Requirements.** The Grantee must maintain an accounting system that provides a complete record of the use of all grant funds as follows:
 - a) The accounting system must be able to specifically identify and provide audit trails that trace the receipt, maintenance, and expenditure of state funds;
 - b) Accounting records must adequately identify the sources and application of funds for all grant activities and must classify and identify grant funds by using the same budget categories that were approved in the grant application. If Grantee's accounting system accumulates data in a different format than the one in the grant application, subsidiary records must document and reconcile the amounts shown in the Grantee's accounting records to those amounts reported to the Division.
 - c) An interest-bearing checking account or accounts in a state or federally chartered institution may be used for revenues and expenses described in the Scope of Work and detailed in the Estimated Project Budget.
 - d) The name of the account(s) must include the grant award number;
 - e) The Grantee's accounting records must have effective control over and accountability for all funds, property, and other assets; and

- f) Accounting records must be supported by source documentation and be in sufficient detail to allow for a proper pre-audit and post-audit (such as invoices, bills, and canceled checks).

26. Availability of State Funds. The State of Florida's performance and obligation to pay under this Agreement are contingent upon an annual appropriation by the Florida Legislature, or the United States Congress in the case of a federally funded grant. In the event that the state or federal funds upon which this Agreement is dependent are withdrawn, this Agreement will be automatically terminated and the Division shall have no further liability to the Grantee, beyond those amounts already released prior to the termination date. Such termination will not affect the responsibility of the Grantee under this Agreement as to those funds previously distributed. In the event of a state revenue shortfall, the total grant may be reduced accordingly.

27. Independent Contractor Status of Grantee. The Grantee, if not a state agency, agrees that its officers, agents and employees, in performance of this Agreement, shall act in the capacity of independent contractors and not as officers, agents, or employees of the state. The Grantee is not entitled to accrue any benefits of state employment, including retirement benefits and any other rights or privileges connected with employment by the State of Florida.

28. Grantee's Subcontractors. The Grantee shall be responsible for all work performed and all expenses incurred in connection with this Agreement. The Grantee may subcontract, as necessary, to perform the services and to provide commodities required by this Agreement. The Division shall not be liable to any subcontractor(s) for any expenses or liabilities incurred under the Grantee's subcontract(s), and the Grantee shall be solely liable to its subcontractor(s) for all expenses and liabilities incurred under its subcontract(s). The Grantee must take the necessary steps to ensure that each of its subcontractors will be deemed to be "independent contractors" and will not be considered or permitted to be agents, servants, joint ventures, or partners of the Division.

29. Liability. The Division will not assume any liability for the acts, omissions to act, or negligence of, the Grantee, its agents, servants, or employees; nor may the Grantee exclude liability for its own acts, omissions to act, or negligence, to the Division.

- a) The Grantee shall be responsible for claims of any nature, including but not limited to injury, death, and property damage arising out of activities related to this Agreement by the Grantee, its agents, servants, employees, and subcontractors. The Grantee, other than a Grantee which is the State or the State's agencies or subdivisions, as defined in Section 768.28, *Florida Statutes*, shall indemnify and hold the Division harmless from any and all claims of any nature and shall investigate all such claims at its own expense. If the Grantee is governed by Section 768.28, *Florida Statutes*, it shall only be obligated in accordance with that Section.
- b) Neither the state nor any agency or subdivision of the state waives any defense of sovereign immunity, or increases the limits of its liability, by entering into this Agreement.
- c) The Division shall not be liable for attorney fees, interest, late charges or service fees, or cost of collection related to this Agreement.
- d) The Grantee shall be responsible for all work performed and all expenses incurred in connection with the Project. The Grantee may subcontract as necessary to perform the services set forth in this Agreement,

including entering into subcontracts with vendors for services and commodities; and provided that it is understood by the Grantee that the Division shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

- 30. Strict Compliance with Laws.** The Grantee shall perform all acts required by this Agreement in strict conformity with all applicable laws and regulations of the local, state and federal law.
- 31. No Discrimination.** The Grantee may not discriminate against any employee employed under this Agreement, or against any applicant for employment because of race, color, religion, gender, national origin, age, pregnancy, handicap or marital status. The Grantee shall insert a similar provision in all of its subcontracts for services under this Agreement.
- 32. Breach of Agreement.** The Division will demand the return of grant funds already received, will withhold subsequent payments, and/or will terminate this agreement if the Grantee improperly expends and manages grant funds, fails to prepare, preserve or surrender records required by this Agreement, or otherwise violates this Agreement.
- 33. Termination of Agreement.**
- a) Termination by the Division. The Division will terminate or end this Agreement if the Grantee fails to fulfill its obligations herein. In such event, the Division will provide the Grantee a notice of its violation by letter, and shall give the Grantee fifteen (15) calendar days from the date of receipt to cure its violation. If the violation is not cured within the stated period, the Division will terminate this Agreement. The notice of violation letter shall be delivered to the Grantee's Contract Manager, personally, or mailed to his/her specified address by a method that provides proof of receipt. In the event that the Division terminates this Agreement, the Grantee will be compensated for any work completed in accordance with this Agreement, prior to the notification of termination, if the Division deems this reasonable under the circumstances. Grant funds previously advanced and not expended on work completed in accordance with this Agreement shall be returned to the Division, with interest, within thirty (30) days after termination of this Agreement. The Division does not waive any of its rights to additional damages, if grant funds are returned under this Section.
 - b) Termination for convenience. The Division or the Grantee may terminate the grant in whole or in part when both parties agree that the continuation of the Project would not produce beneficial results commensurate with the further expenditure of funds. The two parties will agree upon the termination conditions, including the effective date, and in the case of partial terminations, the portion to be terminated.
 - c) Termination by Grantee. The Grantee may unilaterally cancel the grant at any time prior to the first payment on the grant although the Department must be notified in writing prior to cancellation. After the initial payment, the Project may be terminated, modified, or amended by the Grantee only by mutual agreement of the Grantee and the Division. Request for termination prior to completion must fully detail the reasons for the action and the proposed disposition of the uncompleted work.
- 34. Preservation of Remedies.** No delay or omission to exercise any right, power, or remedy accruing to either

party upon breach or violation by either party under this Agreement, shall impair any such right, power or remedy of either party; nor shall such delay or omission be construed as a waiver of any such breach or default, or any similar breach or default.

- 35. Non-Assignment of Agreement.** The Grantee may not assign, sublicense nor otherwise transfer its rights, duties or obligations under this Agreement without the prior written consent of the Division, which consent shall not unreasonably be withheld. The agreement transferee must demonstrate compliance with the requirements of the Project. If the Division approves a transfer of the Grantee's obligations, the Grantee shall remain liable for all work performed and all expenses incurred in connection with this Agreement. In the event the Legislature transfers the rights, duties, and obligations of the Division to another governmental entity pursuant to Section 20.06, *Florida Statutes*, or otherwise, the rights, duties, and obligations under this Agreement shall be transferred to the successor governmental agency as if it was the original party to this Agreement.
- 36. Required Procurement Procedures for Obtaining Goods and Services.** The Grantee shall provide maximum open competition when procuring goods and services related to the grant-assisted project in accordance with Section 287.057, *Florida Statutes*.
- 37. Conflicts of Interest.** The Grantee hereby certifies that it is cognizant of the prohibition of conflicts of interest described in Sections 112.311 through 112.326, *Florida Statutes*, and affirms that it will not enter into or maintain a business or other relationship with any employee of the Department of State that would violate those provisions. In addition, no Grantee official, employee, or consultant who is authorized in his or her official capacity to negotiate, make, accept, approve, or take part in decisions regarding a contract, subcontract, or other agreement in connection with a grant assisted project shall take part in any decision relating to such contract, subcontract or other agreement in which he or she has any financial or other interest, or in which his or her spouse, child, parent, or partner, or any organization in which he or she is serving as an officer, director, trustee, partner, or employee of which he or she has or is negotiating any arrangement concerning employment has such interest. Grantees shall avoid circumstances presenting the appearance of such conflict. Furthermore, the spouse, child, parent, or partner of an officer, director, trustee, partner, or employee of the grantee shall not receive grant funds, unless specifically authorized in writing by the General Counsel for the Department of State to avoid a potential violation of those statutes.
- 38. Binding of Successors.** This Agreement shall bind the successors, assigns and legal representatives of the Grantee and of any legal entity that succeeds to the obligations of the Division of Historical Resources.
- 39. No Employment of Unauthorized Aliens.** The employment of unauthorized aliens by the Grantee is considered a violation of Section 274A (a) of the Immigration and Nationality Act. If the Grantee knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.
- 40. Severability.** If any term or provision of the Agreement is found to be illegal and unenforceable, the remainder will remain in full force and effect, and such term or provision shall be deemed stricken.
- 41. Americans with Disabilities Act.** All programs and facilities related to this Agreement must meet the standards of Sections 553.501-553.513, *Florida Statutes*, and the Americans with Disabilities Act of 1990 as amended (42 U.S.C. 12101, *et seq.*), which is incorporated herein by reference.

42. Governing Law. This Agreement shall be construed, performed, and enforced in all respects in accordance with the laws and rules of Florida. Venue or location for any legal action arising under this Agreement will be in Leon County, Florida.

43. Entire Agreement. The entire Agreement of the parties consists of the following documents:

- a) This Agreement
- b) Estimated Project Budget (Attachment A)
- c) Single Audit Act Requirements and Exhibit I (Attachment B)

In acknowledgment of this grant, provided from funds appropriated in the 2020 General Appropriation Act, I hereby certify that I have read this entire Agreement, and will comply with all of its requirements.

Department of State:

Grantee:

By:

By: _____
Authorizing Official for the Grantee

Dr. Timothy Parsons, Division
Director

Typed name and title

Date

Date

ATTACHMENT A
Estimated Project Budget

Description	Grant Funds	Cash Match	In Kind Match
Evaluation of the Doors and Ceiling	\$7,000	\$0	\$0
Production of Recommendations Reports	\$3,500	\$0	\$0
Production of Construction Documents	\$17,500	\$0	\$0
Totals	\$28,000	\$0	\$0

ATTACHMENT B

FLORIDA SINGLE AUDIT ACT REQUIREMENTS

AUDIT REQUIREMENTS

The administration of resources awarded by the Department of State to the Grantee may be subject to audits and/or monitoring by the Department of State as described in this Addendum to the Grant Award Agreement.

MONITORING

In addition to reviews of audits conducted in accordance with 2 CFR 200, Subpart F - Audit Requirements, and section 215.97, Florida Statutes (F.S.), as revised (see AUDITS below), monitoring procedures may include, but not be limited to, on-site visits by Department of State staff, limited scope audits as defined by 2 CFR §200.425, or other procedures. By entering into this agreement, the recipient agrees to comply and cooperate with any monitoring procedures or processes deemed appropriate by the Department of State. In the event the Department of State determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by Department of State staff to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS

Part I: Federally Funded

This part is applicable if the recipient is a state or local government or a nonprofit organization as defined in 2 CFR §200.90, §200.64, and §200.70.

1. A recipient that expends \$750,000 or more in federal awards in its fiscal year must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements. EXHIBIT 1 to this agreement lists the federal resources awarded through the Department of State by this agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of State. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR §§200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR §200.514 will meet the requirements of this Part.
2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR §§200.508-512.
3. A recipient that expends less than \$750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements. If the recipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F - Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained

from other than federal entities).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

U.S. Government Printing Office www.ecfr.gov

Part II: State Funded

This part is applicable if the recipient is a nonstate entity as defined by section 215.97(2), F.S.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a state single or project-specific audit for such fiscal year in accordance with section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this agreement lists the state financial assistance awarded through the Department of State by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for federal program matching requirements.
2. For the audit requirements addressed in Part II, paragraph 1, the recipient shall ensure that the audit complies with the requirements of section 215.97(8), F.S. This includes submission of a financial reporting package as defined by section 215.97(2), F.S., and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal years ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of section 215.97, F.S., is not required. If the recipient expends less than \$750,000 in state financial assistance in its fiscal and elects to have an audit conducted in accordance with the provisions of section 215.97, F.S., the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than state entities).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

State of Florida Department Financial Services (Chief Financial Officer)
<http://www.myfloridacfo.com/>

State of Florida Legislature (Statutes, Legislation relating to the Florida Single Audit Act)
<http://www.leg.state.fl.us/>

Part III: Report Submission

1. Copies of reporting packages for audits conducted in accordance with 2 CFR 200, Subpart F - Audit Requirements, and required by Part I of this agreement shall be submitted, when required by 2 CFR §200.512, by or on behalf of the recipient directly to each of the following:

- a) The Department of State at each of the following addresses:

Office of Inspector General
Florida Department of State
R. A. Gray Building
500 South Bronough St.
Tallahassee, FL 32399-0250

- b) The Federal Audit Clearinghouse (FAC) as provided in 2 CFR §200.36 and §200.512.

The FAC's website provides a data entry system and required forms for submitting the single audit reporting package. Updates to the location of the FAC and data entry system may be found at the OMB website.

2. Copies of financial reporting packages required by Part II of this agreement shall be submitted by or on behalf of the recipient directly to each of the following:

- a) The Department of State at each of the following addresses:

Office of Inspector General
Florida Department of State
R. A. Gray Building
500 South Bronough St.
Tallahassee, FL 32399-0250

- b) The Auditor General's Office at the following address:

Auditor General
Local Government Audits/342
Claude Pepper Building, Room 401
111 West Madison Street
Tallahassee, Florida 32399-1450

The Auditor General's website (<https://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Any reports, management letters, or other information required to be submitted to the Department of State pursuant to this agreement shall be submitted timely in accordance with 2 CFR §200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
4. Recipients, when submitting financial reporting packages to the Department of State for audits done in accordance with 2 CFR 200, Subpart F - Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

Part V: Record Retention

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award(s) and this

agreement for a period of five years from the date the audit report is issued, and shall allow the Department of State, or its designee, the CFO, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of State, or its designee, the CFO, or Auditor General upon request for a period of at least three years from the date the audit report is issued, unless extended in writing by the Department of State.

EXHIBIT 1

**FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:**

Not applicable.

**COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED
PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

Not applicable.

**STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:**

MATCHING RESOURCES FOR FEDERAL PROGRAMS:

Not applicable.

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

Florida Department of State Historic Preservation Grants; CSFA Number 45.031. Award Amount: \$28,000

**COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT
TO THIS AGREEMENT ARE AS FOLLOWS:**

The compliance requirements of this state project may be found in Part Four (State Project Compliance Requirements) of the State Projects Compliance Supplement located at <https://apps.fldfs.com/fsaa/>.

TAB 3



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 21, 2019

Agenda Item No. *Tab 3*

Agenda Title: Proclamation August as Florida Water Professionals Month.

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

Approved by Town Manager *[Signature]* **Date:** *8-12-19*

Vivian Mendez, MMC, Town Clerk

Name/Title

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Florida Water & Pollution Control Operators Association letter
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case VM. Please initial one.

Summary Explanation/Background: The Florida Water & Pollution Control Operator Association was organized in 1940 as a non-profit trade organization to promote the sustainability of Florida's water utility industry that works to protect the health of our citizens and to preserve our state's water resources. FWPCOA has invited the Town of Lake Park to support their efforts of water professionals in our community by executing this proclamation recognizing this important effort.

Recommended Motion: I move to approve the proclamation request for Florida Water Professionals Month and Emergency Response Status.

PROCLAMATION
Florida Water Professionals Month

WHEREAS; the Florida Water & Pollution Control Operators Association, organized in 1940, is a non-profit trade organization that promotes the sustainability of Florida's water utility industry through workforce development, to protect the health of Florida's citizens and to preserve the state's water resources; and

WHEREAS; this organization offers water and wastewater treatment plant operator and water distribution operator training courses required for the state of Florida's operator licenses, eight voluntary certification programs, and continuing education programs for operator's license renewal; and

WHEREAS; this organization, in recognizing the importance of the Florida Statutes and Administrative Code that regulate the water industry, acts as liaison between the Florida Department of Environmental Protection and industry personnel; and

WHEREAS; the Florida Water & Pollution Control Operators Association recognizes all those who have played a significant part in operating and maintaining drinking water, wastewater, and storm water systems in Florida by celebrating *Florida Water Professionals Month*, which applauds their constant efforts to protect our health and environment; and

WHEREAS; water professionals are often first responders during storms and other catastrophic events, working to ensure safe drinking water and safe disposal of wastewater for our communities.

NOW, THEREFORE, on behalf of the Commission of the Town of Lake Park, Florida, I, Michael O'Rourke, Mayor of the Town of Lake Park, do hereby publicly proclaim

August 2019

As

"Florida Water Professionals Month"

IN WITNESS WHEREOF, I have hereto set my hand and caused the official Seal of the Town of Lake Park, Florida to be affixed this 21st day of August, 2019 and extend greetings and best wishes to all observing Florida Water Professionals Month.

By: _____
Mayor Michael O'Rourke

ATTEST:

Vivian Mendez, Town Clerk



Florida Water & Pollution Control Operators Association

A Non-Profit Association Serving Water and Wastewater Professionals in the State of Florida

RECEIVED

JUL 29 2019

Office of Town Manager
TOWN OF LAKE PARK

The Honorable Michael O'Rourke, Mayor
Town of Lake Park
535 Park Avenue,
Lake Park, FL 33403

July 15, 2019

RE: Proclamation request for Florida Water Professionals Month and Emergency Responder Status

Dear Mayor O'Rourke:

The Florida Water & Pollution Control Operators Association (FWPCOA) was organized in 1940 as a non-profit trade organization to promote the sustainability of Florida's water utility industry that works to protect the health of our citizens and to preserve our state's water resources. The FWPCOA offers water and wastewater treatment plant operator and water distribution system operator training courses for state licensing requirements, eight voluntary certification programs as well as continuing education programs for license renewal.

Our state's water industry employees work around the clock, 365 days every year, to ensure that safe drinking water is accessible to all Floridians and that our environment and natural resources are protected. To recognize their hard work and dedication, the FWPCOA has celebrated "Florida Water Professionals Month". This year, the FWPCOA seeks to increase community awareness by designating the month of August as "Florida Water Professionals Month."

Like other states, Florida is dependent on a network of aging underground pipes. The Florida Section of the American Society of Civil Engineers' most recent report card graded our Drinking Water Infrastructure a C+ and our Wastewater Infrastructure a C. This assessment highlights the importance of recognizing and supporting Florida's water professionals more than ever—out of sight need not be out of mind. In addition to recognizing our water professionals this August, the FWPCOA further seeks to elevate water professionals to Emergency Responder Status with the rights and responsibilities implied. This status becomes critical during natural disasters when water professionals are expected to keep vital safe drinking water and wastewater systems operating.

We invite you and the Town of Lake Park to join us in supporting the efforts of water professionals in your community. You can help by executing a proclamation recognizing this important event. I am enclosing a sample proclamation for your reference. Please send your executed proclamation to my address, stated below, so we can recognize the Town of Lake Park participation in this year's awareness month. If you would like an officer from our association to accept the proclamation at your commission meeting, please contact Philip G. Donovan, the state publicity chair, at (561) 632-4188. Thank you in advance for your anticipated participation!

Sincerely,

Philip G. Donovan

Philip G. Donovan
State Publicity Chair
3847 Woods Walk Blvd
Lake Worth Beach, FL. 33467



Florida Water & Pollution Control Operators Association

A Non-Profit Association Serving Water and Wastewater Professionals in the State of Florida

Florida Water Professionals Month

WHEREAS, the Florida Water & Pollution Control Operators Association, organized in 1940, is a non-profit trade organization that promotes the sustainability of Florida's water utility industry through workforce development, to protect the health of Florida's citizens and to preserve the state's water resources; and

WHEREAS, this organization offers water and wastewater treatment plant operator and water distribution operator training courses required for the state of Florida's operator licenses, eight voluntary certification programs, and continuing education programs for operator license renewal; and

WHEREAS, this organization, in recognizing the importance of the Florida Statutes and Administrative Code that regulate the water industry, acts as liaison between the Florida Department of Environmental Protection and industry personnel; and

WHEREAS, the Florida Water & Pollution Control Operators Association recognizes all those who have played a significant part in operating and maintaining drinking water, wastewater, and storm water systems in Florida by celebrating *Florida Water Professionals Month*, which applauds their constant efforts to protect our health and environment.

WHEREAS water professionals are often first responders during storms and other catastrophic events, working to ensure safe drinking water and safe disposal of wastewater for our communities.

NOW, THEREFORE, I, **Michael O'Rourke** by virtue of the authority vested in me as Mayor of the Town of Lake Park, Florida, hereby proclaim

August 2019

As

"Florida Water Professionals Month"

In the town of Lake Park, and extend greetings and best wishes to all observing *Florida Water Professionals Month*.

IN WITNESS WHEREOF, I have hereunder set my hand this _____ day of _____, 2019.

Mayor



Florida Water & Pollution Control Operators Association

A Non-Profit Association Serving Water and Wastewater Professionals in the State of Florida

About Us - History

The "Florida Water and Pollution Control Operators Association" is an organization made up of members who are actively engaged in or deal with the production, treatment, or distribution of water and/or the collection, treatment, or disposal of wastewater, be it industrial or domestic. The FWPCOA was organized; to advance the professional status of Water and Wastewater Operators; to provide a system for licensing operators, and to arrange educational and training programs for operators. The FWPCOA works in close cooperation with the Florida Section of the American Water Works Association, the Florida Water Environment Association, the Florida State Department's of Health, Environmental Regulation, Professional Regulation, and the State's Educational System, including a special relationship with the University of Florida's TREEO Center.

The birth of the FWPCOA officially took place in May of 1940. However, the beginnings of the Association can be traced as far back as the late 1920's. It was during this time that a group of individuals from the Florida Section of the American Water Works Association approached the University of Florida to put on a short course for water works operators. This resulted in the first short course, which was organized by Dr. A.P. Black in April, 1930. With the growth of Florida and the demand for more and better water supplies, the value of the operator training provided by the short schools was recognized by the State Board of Health and encouraged.

In 1938, Bob Hoy of Jacksonville suggested a Water Works Operator's Association to, through education and training, upgrade the quality of operators, and to work for the certification of operators by the State Board of Health who were deemed to be competent. W.B. "Dick" Gibson, at the time superintendent of the water system at Fort Myers, was appointed chairman of a committee to investigate the feasibility of an operator's association and to him must go most of the credit for subsequent events. At the annual meeting of the FS/AWWA in May 1940, he presented a very comprehensive report recommending the formation of the Florida Water Works Operator's Association. Following the enthusiastic acceptance of Gibson's report a committee was formed to act on the formation of such an association.



Florida Water & Pollution Control Operators Association

A Non-Profit Association Serving Water and Wastewater Professionals in the State of Florida

During the next two years a voluntary certification plan was developed, and in March of 1943 three persons took and passed the first water exam. The next few years saw a steady increase in operators both in the water and wastewater field. Several discussions had taken place about changing the Association to include wastewater personnel and in June 1947 the Association became the "Water and Sewage Works Operators Association." In 1949 the Association officially went on record as supporting mandatory licensing.

The 50's saw the membership in the Association expanding. The need for local training for operators who could not attend the Annual Short School became apparent. As a result, Regional Short Schools began to take place. This movement also led to the formation of Regions. Initially the State was divided up into four broad regions. Gradually these four broad areas have been subdivided and modified to form the thirteen regions we have today.

The 60's saw a continued growth in the Association. This growth, along with increased activity from within the regions, helped to solidify the Association into a strong organization. Articles of Incorporation were drawn up and in 1964 the Association officially became the Florida Water and Pollution Control Operators Association.

The 60's also saw a renewed effort on the part of the operators Association to bring about mandatory certification. Several Bills were introduced before the Legislature calling for mandatory certification but none were accepted or voted into Law. It wasn't until 1971 that mandatory certification became a reality.

No one can predict the future, but it's certain that the Florida Water and Pollution Control Operators Association will continue to be a driving force in our industry, and provide the training and support for the improvement of our members and the industry as a whole.
