



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Visioning Workshop Meeting
Wednesday, January 21, 2015,
Immediately Following the
Regular Commission Meeting,
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Michael O'Rourke	—	Commissioner
Kathleen Rapoza	—	Commissioner
.....		
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. DISCUSSION

1. Recap of the Previous Visioning Process Meeting Tab 1
2. Continuing the Visioning Process Tab 2

D. PUBLIC COMMENT:

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

E. ADJOURNMENT

Next Scheduled Quarterly Visioning Workshop will be held on Wednesday, April 15, 2015

Discussion

TAB 1



**Town of Lake Park Town Commission
Workshop Meeting
Agenda Request Form**

Meeting Date: January 21, 2015

Agenda Item No. 1

Agenda Title: Visioning Workshop Meeting.

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

Approved by Town Manager *DSS* Date: 12/22/14

Dale S. Sugerman, Ph.D./Town Manager
 Name/Title

Originating Department: <p style="text-align: center;">Town Commission</p>	Costs: N/A Funding Source: [] Finance _____	Attachments: Minutes from prior Visioning Workshop Meeting of June 26, 2013. Flipchart notes from prior Visioning Workshop Meeting (to be made available in the Commission Chambers rather than as part of this packet).
Advertised: Date: _____ Paper: _____ [X] 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>DSS</u> Please initial one.

Summary Explanation/Background:

This agenda item is a continuation of the visioning process last undertaken by the Town Commission in June of 2013. Included with this packet of information is a recap of where the Town Commission last left off (via a copy of the minutes of the last meeting), giving it an opportunity for moving into a discussion for continuing the Visioning process.

Recommended Motion: No motion is necessary as this is just a workshop meeting.



Minutes
Town of Lake Park, Florida
Commission Workshop
Wednesday, June 26, 2013, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Commission Workshop on Wednesday, June 26, 2013 at 6:30 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Michael O'Rourke and Kathleen Rapoza, Town Manager Dale S. Sugerman, and Town Clerk Vivian Mendez.

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

DISCUSSION:

1. Vision

Town Manager Sugerman provided an overview of the vision development process and the steps that the Commission took at the previous workshop. He stated that an easy to remember, articulate and meaningful initial draft vision was developed. The Commission directed that the vision be revisited at this workshop.

Vice-Mayor Glas-Castro suggested the following vision: "Provide quality governmental services to Lake Park residents, families and businesses through transparent participatory processes".

Town Manager Sugerman stated that the vision suggested by Vice-Mayor Glas-Castro is a mission statement and not a vision.

Mayor DuBois discussed the importance of the word "engaging" in the vision and the importance for not only the elected official and staff to be engaged, but also for the residents and business owners.

Town Manager Sugerman discussed the involvement of residents and business owners and the opportunity to engage them in the activities of the Town.

Commissioner Rapoza discussed that it is each Commissioner's personal responsibility to move forward the vision through their interaction of each member of the community. She suggested a vision as follows: "To engage or create a strategic or re-emergence of the Lake Park community experience of quality government that benefits our citizens, residents and businesses". She suggested that the Commission create opportunities for the residents to meet with the Commission in a workshop setting for the residents and business owners to engage and interact with the Commission.

Town Manager Sugerman explained that these types of meeting were held every quarter in his previous municipality; and it had tremendous results.

Commissioner O'Rourke stated that this is not a Town that is re-emerging and that he does not like that language. He does not think a message of "become what the Town used to be" is a good message.

Mayor DuBois stated that he does not like to point out the Town's deficiencies and that he likes to point out the parts of the Town that need to re-emerge as the dominant areas of the Town and region.

Commissioner Rapoza suggested the word revival or similar word instead of re-emerge.

Commissioner O'Rourke stated that he does not think a vision statement needs to be broad; that it needs to be general but targeted on a place in the future.

Town Manager Sugerman stated that the Lake Park of today is a very dynamic and a minority-majority community and that this Commission needs to find a way to engage this community.

Mayor DuBois asked how to go about holding the community meetings.

Town Manager Sugerman suggested that the meetings not be held at Town Hall but at Churches, Community Centers, or other locations within the community.

The Commission discussed meetings that are happening in the community, where to have meetings, and how often to have the meetings.

Commissioner O'Rourke stated that the way to engage the residents of the Town is for the Commissioners to act as ambassadors to the Town and invite the residents to participate.

Mayor DuBois suggested that a group list be created with information about organizations within Lake Park with information about membership.

Town Manager Sugerman stated that a staff member can be assigned to create this list but that is the easy part and that creating engagement from the list is the harder task.

Commissioner O'Rourke suggested that a communication plan be developed and there seemed to be a consensus to create this plan amongst the Commission.

Mayor DuBois suggested creating a page on the Town website to identify civic organizations within Lake Park and their calendars.

Commissioner O'Rourke provided to the Commission a publication that he does regarding Lake Park (see Exhibit "A"). He stated that he wants to use the publication as a tool to engage residents in the Town.

The Commission discuss how to engage the community and community organizations.

2. Project Planning List

The Commission discussed the Project Planning List and the priorities.

Town Clerk Mendez identified the areas of consensus on the individual Commissioners Project Planning lists as follows:

1. Western expansion and industrial area planning
2. Streets and road improvements including Lake Shore Drive, lighting, and rail road.
3. Community outreach and communication

Vice-Mayor Glas-Castro stated that she did not disagree with anyone's list.

Mayor DuBois stated that he has done other lists and provide a copies of the list he prepared in February 2012 and a recent list to Town Manager Sugerman (see Exhibit "B"). He provide a copy of a Treasure Coast Regional Planning Council Agenda regarding Master Planning Considerations for Lake Park's Western Corridor Improvements dated June 22, 2012 (see Exhibit "C").

Vice-Mayor Glas-Castro suggested making a project-planning list and providing an opportunity to the residents and business owners to weigh-in on the priorities.

The Commission discussed expansion of the western area planning.

Commissioner O'Rourke suggested that the Commission have workshop geared toward specific projects.

Mayor DuBois suggested that the Treasure Coast Planning Council be invited to participate in the workshop regarding the western expansion and development.

Town Manager Sugerman explained that staff has been engaged and involved in the discussions regarding the railroad with the South Florida Regional Transit Authority and other organizations.

The Commission discussed road improvements with in the Town.

Mayor DuBois suggested that the workshop be regarding Master Planning for transit, land use, 5-year roadways improvement plan and drainage associated with these improvements and conservation (scrub) area. Furthermore, the Commission directed that the appropriate organizations and stakeholders be invited to attend and/or participate in the workshop. The objective of the workshop is to provide a scope and scale of the projects and that it will be a general discussion.

The Commission discussed roadway, drainage, sidewalk, and storm water improvements and maintenance.

Town Manager Sugerman suggested that staff members who are subject matter expert make presentations at workshops to determine the next steps for moving projects forward. He suggested that the workshops be separated into topics.

Commissioner O'Rourke agreed with all the topics but that he needs to be brought up to speed before moving ahead.

Commissioner Rapoza concurred with Town Manager Sugerman and Commissioner O'Rourke.

The Commission concurred to have a workshop as described by Mayor DuBois.

3. Draft Modification to the Board Appointment Process (Section 2-112)

Town Manager Sugerman provided a summary of the existing Board Appointment Process and the proposed changes.

Mayor DuBois suggested that the following language be added to the Section 2-112(j) after the words obtain a second: "Applicants who have received a nomination and a second shall be appointed upon the majority vote of the Commission".

The Commission concurred with the additional language suggested by Mayor DuBois.

4. Establishing a Process for Selecting Members of the Town Commission to Serve on Boards and Committees of other Organizations

Town Manager Sugerman stated that there are several committee that the individual Commissioners can serve and requested direction from the Commission on how best to authorize individual Commissioners to serve on a committee as a representative of the Town. He provided a copy of the Florida League of Cities Committee Sign-Up Form and the Palm Beach County Intergovernmental Coordination Program Clearinghouse request for elected officials to serve on an Issues Forum regarding FEMA maps (see Exhibit "D").

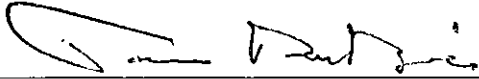
The Commission reached consensus that if the Town Administration receives a request for an elected official from the Town serve on a committee that the request be presented to the Commission during Town Attorney, Town Manager, Commissioner Comments at the next regularly scheduled Commission meeting.

PUBLIC COMMENT:

Cynthia Grey, 503 Sabal Palm Drive, made a comment regarding the diversity of the Town.

ADJOURNMENT

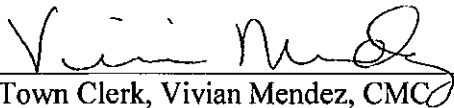
There being no further business to come before the Commission and after a motion to adjourn by Commissioner Rapoza and seconded by Commissioner O'Rourke, and by unanimous vote, the meeting adjourned at 9:00 p.m.



Mayor James DuBois



Deputy Town Clerk, Shari Canada, CMC



Town Clerk, Vivian Mendez, CMC



FLORIDA
Approved on this 17 of July, 2013

TAB 2

