



# AGENDA

Special Call  
 Community Redevelopment Agency  
 Meeting

Wednesday, November 5, 2008, 7:30 P.M.  
 Lake Park Town Hall  
 535 Park Avenue

<b>Desca DuBois</b>	—	<b>Chair</b>
<b>Edward Daly</b>	—	<b>Vice-Chair</b>
<b>G. Chuck Balius</b>	—	<b>Board Member</b>
<b>Jeff Carey</b>	—	<b>Board Member</b>
<b>Patricia Osterman</b>	—	<b>Board Member</b>
<b>Christiane Francois</b>	—	<b>Board Member</b>
<b>Michelle McKenzie-Suiter</b>	—	<b>Board Member</b>
<hr style="border-top: 1px dashed black;"/>		
<b>Maria V. Davis</b>	—	<b>Executive Director</b>
<b>Thomas J. Baird, Esq.</b>	—	<b>Agency Attorney</b>
<b>Vivian Mendez Lemley</b>	—	<b>Agency Clerk</b>

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**
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- 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 Board member 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 Agency Clerk. Cards must be submitted before the item is discussed.

**Consent Items For Approval:**

1. **Special Call CRA Board Meeting Minutes of October 15, 2008** **Tab 1**
2. **Notification of Expenditure for Reimbursable Services Relating to the Alleyway Project for Calvin Giordano and Associates** **Tab 2**
3. **Notification of Change Order # 3 to Chris Wayne and Associates, Inc. for the Park Ave. Streetscape Project** **Tab 3**
4. **Resolution No. 62-11-08 Reimbursement of Funds to CRA** **Tab 4**

**F. DISCUSSION AND POSSIBLE ACTION:**

5. **Logo and Banner Layout Selection** **Tab 5**

**G. BOARD MEMBER COMMENTS**

**H. EXECUTIVE DIRECTOR COMMENTS**

**I. ADJOURNMENT**

# Consent Agenda

# TAB 1

**Community Redevelopment Agency  
Agenda Request Form**

Meeting Date: November 5, 2008

Agenda Item No. *Tab 1*

- |  |  |
|--|--|
| <input type="checkbox"/> PUBLIC HEARING              | <input type="checkbox"/> RESOLUTION                |
| <input type="checkbox"/> Ordinance on Second Reading |  |
| <input type="checkbox"/> Public Hearing              | <input type="checkbox"/> DISCUSSION                |
| <input type="checkbox"/> ORDINANCE ON FIRST READING  | <input type="checkbox"/> BID/RFP AWARD             |
| <input type="checkbox"/> GENERAL APPROVAL OF ITEM    | <input checked="" type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other:                      |  |

SUBJECT:      CRA Special Call Meeting Minutes of October 15, 2008.

RECOMMENDED MOTION/ACTION: Approve the Minutes from the CRA Special Call Meeting of October 15, 2008.

Approved by Executive Director  
Date: \_\_\_\_\_

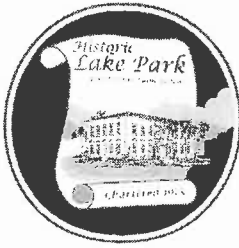
*W. Davis 10/28/08*

*Jessie Hyde*  
Deputy Clerk

10/27/08  
Date of Actual Submittal

<b>Originating Department:</b> Town Clerk	Costs: \$ N/A Funding Source: Acct. #	<b>Attachments:</b>
Department Review: <input type="checkbox"/> City Attorney <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input checked="" type="checkbox"/> Town Clerk <i>VMC</i> <input type="checkbox"/> Town Manager _____
<b>Advertised:</b> Date: _____ Paper: _____ <input 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 <input checked="" type="checkbox"/> _____:  Please initial one.

**Summary Explanation/Background:**



**Town of Lake Park**  
**Special Call**  
**Community Redevelopment Agency Meeting**  
**Town Hall Commission Chambers**  
**535 Park Avenue, Florida 33403**  
**Wednesday, October 15, 2008 7:30 p.m.**

The Community Redevelopment Agency met for the purpose of a Special Call CRA Meeting on Wednesday, October 15, 2008 at 7:30 p.m. Present were Chair DuBois, Vice-Chair Daly, Board Members Balius, Carey, Osterman, Suiter, and Francois, Executive Director Maria Davis and Town Clerk Vivian Mendez Lemley.

Chair DuBois led the Pledge of Allegiance.  
 Town Clerk Vivian Mendez Lemley performed the Roll Call.

**ADDITIONS/DELETIONS/APPROVAL OF AGENDA**

None

**Motion: A motion was made by Board Member Suiter to approve the agenda; Vice-Chair Daly made the second.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 5-0.

**Presentation: Adkins & Associates – Logo Selection and Tag Line**

Ms. JoEllen Morgan-Phillips gave a presentation of the choices for a new Town logo.

**Motion: A motion was made by Board Member Osterman to approve the rising yellow sun logo as the new Town logo; Board Member Suiter made the second.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 5-0.

**Consent Agenda**

1. Special Call CRA Board Meeting Minutes of October 1, 2008
2. Notification of Change Order #2 for CWA for the Park Avenue Streetscape Project

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Board Member Balius to approve the Consent Agenda; Board Member Francois made the second.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 5-0.

## CRA BOARD MEMBER COMMENTS

**Board Member Francois** stated that she heard positive comments from residents regarding the improvements to the downtown area in Lake Park.

**Board Member Osterman** stated that it was good that the Town was moving forward.

**Board Member Balius** stated that he was anticipating the new Town logo signs.

**Board Member Carey** asked if the Board would be meeting the new Economic Development Director.

**Executive Director Davis** stated that the new Economic Development Director was present at the meeting and she would be introducing him.

**Board Member Suiter** stated that she was also anticipating the new Town logo signs.

**Chair DuBois** stated that she was glad to see the changes to the Town's logo and was also anticipating the installation of the new signs.

### **Vice-Chair Daly**

None

**Executive Director Davis** asked if the Board was opposed to placing the artwork of the logo on the banner to state only the Town of Lake Park and not the CRA.

**Chair DuBois** stated that she was not opposed to the banner stating only the Town of Lake Park.

**Ms. Morgan-Phillips** clarified and stated that the banners and announcements could be started without including the CRA.

**Executive Director Davis** introduced Don O'Donnelly as the Town's new Economic Development Director.

**Don O'Donnelly** introduced himself to the Board and stated that he looked forward to working with the Town for the CRA.

**Executive Director Davis** stated that the Alleyway Project has commenced and the construction period has been condensed to minimize disruption to the surrounding businesses. She stated that she anticipates the alleyways south of Park Avenue to be completed by December 13, 2008 and the entire project to be completed by February 9, 2009. She stated that there was a pre-bid conference on October 14, 2008 for the demolition of the Foresteria property. She stated that there was an agreement on the price of the apartment building on Foresteria Dr. and the broken sidewalk on 10<sup>th</sup> St. would be replaced by the end of the week.



**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Balius and seconded by Board Member Osterman, and by unanimous vote, the meeting adjourned at 7:50 p.m.

\_\_\_\_\_  
Chair DuBois

\_\_\_\_\_  
Deputy Clerk Jessica Shepherd

\_\_\_\_\_  
Town Clerk Vivian Mendez Lemley

(Town Seal)

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2008

# TAB 2

**Lake Park Community Redevelopment Agency (CRA)  
Agenda Request Form**

**Meeting Date: November 5, 2008**

Agenda Item No. Tab 2

- |   |   |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING<br><input type="checkbox"/> Ordinance on Second Reading<br><input type="checkbox"/> Public Hearing<br><br><input type="checkbox"/> ORDINANCE ON FIRST READING<br><br><input type="checkbox"/> GENERAL APPROVAL OF ITEM<br><br><input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION<br><br><input type="checkbox"/> DISCUSSION<br><br><input type="checkbox"/> BID/RFP AWARD<br><br><input checked="" type="checkbox"/> <b>CONSENT AGENDA</b> |
|---|---|

**SUBJECT: Notification of Expenditure for Reimbursable Services Relating to the Alleyway Project for Calvin Giordano and Associates**

**RECOMMENDED MOTION/ACTION: None Required**

Approved by Executive Director *W. Davis* Date: 10/23/08

Name/Title

Date of Actual Submittal

<b>Originating Department:</b>  Executive Director	<b>Costs: \$ 4,701.85</b> <b>Funding Source: Alleyway</b> <b>Project Debt Service</b> Acct. #	<b>Attachments:</b> Memo, Purchase Order, Contract
<b>Department Review:</b> <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
<b>Advertised:</b> Date: _____ Paper: _____ <input type="checkbox"/> Not Required	<i>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.</i>	Yes I have notified everyone _____ OR Not applicable in this case _____:  Please initial one.

**Summary Explanation/Background:** The consulting engineers incurred reimbursable expenses above the original contract amount for the design of the alleyway project. Their contract allows for reimbursable expenses. There are two invoices in the amounts of

**\$4,447.28 and \$254.57. Staff has reviewed these expenses and find them to be reasonable. Although this expenditure is within the Executive Director's purchasing authority, the Board is being notified of the additional expense to the contract.**

**TOWN OF LAKE PARK  
MEMORANDUM**

**TO:** Anne ✓  
**FROM:** Maria V. Davis, Town Manager *MD.*  
**SUBJECT:** CGA Reimbursable Services  
**DATE:** October 12, 2008

Attached is an invoice in the amount \$4,447.28, which exceeds the authorized amount of services for the alleyway modifications project. These expenditures are allowable reimbursements per their proposal, therefore we need to pay them. I will prepare a CRA Agenda Item for extra services to report these expenses to the Board.



LAKE PARK TOWN HALL

NATIONAL HISTORIC SITE

# THE TOWN OF LAKE PARK

535 PARK AVENUE  
LAKE PARK, FLORIDA 33403  
(561) 881-3350 FAX (561) 881-3358

**PAID**  
**AUG 22 2008**

TO: 8595  
CALVIN, GIORDANO & ASSOC INC  
1800 ELLER DRIVE  
SUITE 600  
FORT LAUDERDALE, FL 33316

PURCHASE ORDER	
PURCHASE ORDER NUMBER	54482
DATE	04/07/08
DEPT. CODE	
REQUISITION NUMBER	
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST, AND CORRESPONDENCE.	

SEND INVOICE TO	DELIVER ITEMS TO	DELIVERY DATE
TOWN OF LAKE PARK DIRECTOR OF FINANCE 535 PARK AVENUE LAKE PARK, FL 33403	ADMINISTRATION 535 PARK AVENUE LAKE PARK FL 33403	04/07/08
		TERMS NET

**SPECIAL INSTRUCTIONS**  
CRA ALLEYWAY IMP PROJECT-NOT TO EXCEED \$14,626.75

THIS IS...  
 AN ORDER  
 A CONFIRMATION

ITEM NO.	UNIT DESCRIPTION	ACCOUNT NUMBER	QUANTITY	UNIT PRICE	AMOUNT
1	PROFESSIONAL DESIGN SRV	110-63100	1.00	14626.75	14,626.7
				<b>TOTAL</b>	14,626.7

FLORIDA STATE SALES TAX EXEMPTION CERTIFICATE NO.  
60-13-116484-54C

FEDERAL TAX EXEMPTION CERTIFICATE NO.  
59-6000355

*Ann M. Costello 4/7/08*  
APPROVED DIRECTOR OF FINANCE

PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING DOCUMENTS.  
DELIVERIES WILL BE ACCEPTED  
MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

TOWN OF LAKE PARK  
 ATTN: MARIA DAVIS, Town Mngr  
 535 PARK AVENUE  
 LAKE PARK, FL 33403

Invoice number 30992  
 Date 9/9/2008

Contract: 071350  
 LP Alleyway Modifications  
 Project 07-1350 LP Alleyway Modifications  
 PO#54482

Customer ID: L100

**Reimbursable**

<u>Activity / Vendor</u>	<u>Invoice number</u>	<u>Date</u>	<u>Rate</u>	<u>Amount</u>
		7/17/2008	0.3125	4.69
MAILING LABELS		7/22/2008	0.3125	1,497.19
EXAMPLE LTR		7/23/2008	0.3125	573.13
BID DOCUMENTS		7/24/2008	0.3125	1.25
BID DOCUMENTS		8/5/2008	2.5000	1,625.00
BID DOCS		8/5/2008	0.3125	203.13
BID DOCS		8/8/2008	0.3125	40.94
TOWN SUBMITTAL		8/11/2008	0.3125	0.31
ADDENDUM		8/13/2008	0.3125	2.50
RFI REPOSE LTR		8/14/2008	0.3125	0.31
RFI REPOSE LTR		8/15/2008	0.3125	0.94
RFI REPOSE LTR				
Reproduction Expense subtotal				3,949.39
Mileage				
LUIS E. PONCE	72808	8/15/2008	0.7250	7.25
Mileage				
PATRICK FIGURELLA	62508	7/14/2008	0.6250	15.63
Mileage				
	71508	8/15/2008	0.7250	18.13
Mileage				
Mileage subtotal				41.01

Blueprints (Bond)

TOWN OF LAKE PARK  
 ATTN: MARIA DAVIS, Town Mngr  
 535 PARK AVENUE  
 LAKE PARK, FL 33403

Invoice number 30992  
 Date 9/9/2008

Contract: 071350  
 LP Alleyway Modifications  
 Project 07-1350 LP Alleyway Modifications  
 PO#54482

Customer ID: L100

**Reimbursable**

<u>Activity / Vendor</u>	<u>Invoice number</u>	<u>Date</u>	<u>Rate</u>	<u>Amount</u>
		7/23/2008	1.8750	168.75
ISSUED 07-25-2008				
		7/24/2008	1.8750	61.88
ISSUED 07-25-2008				
		8/5/2008	1.8750	71.25
BID DOCUMENTS				
Blueprints (Bond) subtotal				301.88
Color Copies				
		8/5/2008	2.5000	25.00
BID DOCS				
		8/6/2008	2.5000	5.00
BID DOCS				
		8/11/2008	2.5000	50.00
ADDENDUM				
		8/12/2008	2.5000	72.50
ADDENDUM 1				
		8/14/2008	2.5000	2.50
RESPONSE TO RFI				
Color Copies subtotal				155.00
Reimbursable subtotal				4,447.28

Invoice total 4,447.28

**Project Summary**

Fee	26,950.00
Invoiced to date	26,950.00
Fee remaining	0.00

*M. Davis*  
 10/12/08



RECEIVED

Calvin, Giordano & Assoc., Inc.  
Federal ID: 65-0013869  
1800 Eller Drive, Suite 600  
Fort Lauderdale, FL 33316  
954-921-7781

OCT 22 2008

Town Of Lake Park  
Office Of Town Manager

TOWN OF LAKE PARK  
ATTN: MARIA DAVIS, Town Mngr  
535 PARK AVENUE  
LAKE PARK, FL 33403

Invoice number 31317  
Date 10/14/2008

Contract: 071350  
LP Alleyway Modifications  
Project 07-1350 LP Alleyway Modifications  
PO#54482

Customer ID: L100

Billing period through September 15th 2008

Item	Description	Contract Amount	Percent Complete	Billed To Date	Previously Billed	Current Billed
10120	ELECTRICAL	4,950.00	100.00%	4,950.00	4,950.00	0.00
30000	DATA TECH & DEV	450.00	100.00%	450.00	450.00	0.00
80000	WPB-ENGINEERING	18,960.00	100.00%	18,960.00	18,960.00	0.00
87000	WPB-LANDSCAPING	2,590.00	100.00%	2,590.00	2,590.00	0.00
Contract total		26,950.00	100.00%	26,950.00	26,950.00	0.00

**Reimbursable**

Activity / Vendor	Invoice number	Date	Rate	Amount
Reproduction Expense		8/22/2008	0.3125	2.19
FAX COVER		9/4/2008	0.3125	2.50
LOT		9/10/2008	0.3125	0.63
LANDSCAPE BID DOCS		9/11/2008	0.3125	41.56
FEDEX LABEL		9/15/2008	0.3125	0.31
Reproduction Expense subtotal				47.19
Postage Expense				
PETTY CASH DEPT 08	091108	9/11/2008		36.75
Stamps				
Postage Expense subtotal				36.75
Blueprints (Bond)				

TOWN OF LAKE PARK  
 ATTN: MARIA DAVIS, Town Mngr  
 535 PARK AVENUE  
 LAKE PARK, FL 33403

Invoice number 31317  
 Date 10/14/2008

Contract: 071350  
 LP Alleyway Modifications  
 Project 07-1350 LP Alleyway Modifications  
 PO#54482

Customer ID: L100

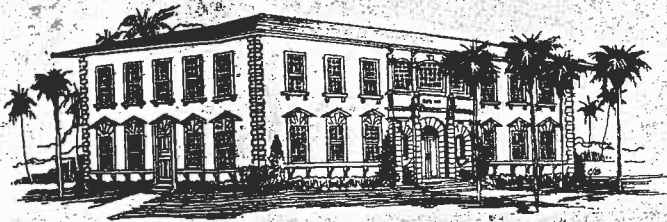
**Reimbursable**

<u>Activity / Vendor</u>	<u>Invoice number</u>	<u>Date</u>	<u>Rate</u>	<u>Amount</u>
		8/27/2008	1.8750	73.13
BID SETS		9/10/2008	1.8750	90.00
PRE-CON				
Blueprints (Bond) subtotal				<u>163.13</u>
Color Copies		8/21/2008	2.5000	2.50
RFI RESPONSE		8/29/2008	2.5000	5.00
LOT VIVIAN				
Color Copies subtotal				<u>7.50</u>
Reimbursable subtotal				<u>254.57</u>
Invoice total				<u><u>254.57</u></u>

**Project Summary**

Fee	26,950.00
Invoiced to date	26,950.00
Fee remaining	0.00

*Maria Davis*  
 10/23/08



LAKE PARK TOWN HALL

NATIONAL HISTORIC SITE

# THE TOWN OF LAKE PARK

535 PARK AVENUE  
LAKE PARK, FLORIDA 33403  
(561) 881-3350 FAX (561) 881-3358

**PAID**  
**AUG 22 2008**

TO: 8595  
CALVIN, GIORDANO & ASSOC INC  
1800 ELLER DRIVE  
SUITE 600  
FORT LAUDERDALE, FL 33314

PURCHASE ORDER	
PURCHASE ORDER NUMBER	54482
DATE	04/07/08
DEPT. CODE	
REQUISITION NUMBER	
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST, AND CORRESPONDENCE.	

SEND INVOICE TO	DELIVER ITEMS TO	DELIVERY DATE
TOWN OF LAKE PARK DIRECTOR OF FINANCE 535 PARK AVENUE LAKE PARK, FL 33403	ADMINISTRATION 535 PARK AVENUE LAKE PARK FL 33403	04/07/08
SPECIAL INSTRUCTIONS		TERMS NET

CRA ALLEYWAY IMP PROJECT-NOT TO EXCEED \$14,626.75

THIS IS  
 AN ORDER  A CONFIRMATION

ITEM NO	UNIT DESCRIPTION	ACCOUNT NUMBER	QUANTITY	UNIT PRICE	AMOUNT
1	PROFESSIONAL DESIGN SRV	110-63100	1.00	14626.75	14,626.75
				<b>TOTAL</b>	<b>14,626.75</b>

FLORIDA STATE SALES TAX EXEMPTION CERTIFICATE NO.  
60-13-116484-54C

FEDERAL TAX EXEMPTION CERTIFICATE NO.  
59-6000355

*Annem Costello 4/7/08*

APPROVED DIRECTOR OF FINANCE

PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, AND SHIPPING DOCUMENTS.  
DELIVERIES WILL BE ACCEPTED  
MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

**Lake Park Community Redevelopment Agency (CRA)  
Agenda Request Form**

Meeting Date: April 2, 2008

Agenda Item No. \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING<br><input type="checkbox"/> Ordinance on Second Reading<br><input type="checkbox"/> Public Hearing<br><br><input type="checkbox"/> ORDINANCE ON FIRST READING<br><br><input type="checkbox"/> GENERAL APPROVAL OF ITEM<br><br><input type="checkbox"/> Other: _____ | <input type="checkbox"/> RESOLUTION<br><br><input type="checkbox"/> DISCUSSION<br><br><input type="checkbox"/> BID/RFP AWARD<br><br><input checked="" type="checkbox"/> <b>CONSENT AGENDA</b> |
|---|---|

**SUBJECT:** Professional Design Services for the Alleyway Improvement Project

**RECOMMENDED MOTION/ACTION:** Approve

Approved by Executive Director \_\_\_\_\_

*[Signature]*

Date: 3/25/08

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date of Actual Submittal

<b>Originating Department:</b>	Costs: \$14,626.75 Funding Source: CRA Acct. # 110-63100	Attachments: <b>Original Proposal Expenditures to Date</b>
<b>Department Review:</b> <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
<b>Advertised:</b> Date: _____ Paper: _____ <input 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 _____:  Please initial one.

**Summary Explanation/Background:** On October 17, 2007 the attached proposal in the amount of \$28,545 was presented to the Board for additional design services to reflect the modified scope of work of the project. The Board recommended deferring the additional design services until a referendum authorizing the work was voted upon favorably.

**The referendum authorizing the work was passed on March 11, 2008. At its October 17<sup>th</sup> meeting, the Board authorized staff to pay Calvin Giordano and Associates for work already accomplished on the project in the amount of \$12,323.25, which left a remaining balance of \$16,221.75.**

**The CRA Executive Director reduced the scope of work for the Landscape Professional Design portion of the project in the amount of \$1,595 under Calvin Giordano's original contract. The new balance remaining to finish the proposed project is \$14,626.75. Staff recommends authorization for the consulting engineer to proceed and complete the alleyway design in an amount not to exceed \$14,626.75**

RECEIVED

OCT 24 2007

Office of Town Manager

Calvin, Giordano & Assoc., Inc.  
Federal ID: 65-0013869  
1800 Eller Drive, Suite 600  
Fort Lauderdale, FL 33316  
954-921-7781

TOWN OF LAKE PARK  
ATTN: MARIA DAVIS, Town Mngr  
535 PARK AVENUE  
LAKE PARK, FL 33403

Invoice number 26815  
Date 10/23/2007

PAID

Contract: 071350  
LP Alleyway Modifications  
Project 07-1350 LP Alleyway Modifications

Customer ID: L100

110-34000

Preliminary Budget: \$12,270  
Final Budget: \$16,275

Billing period through September 17th 2007

Item	Description	Contract Amount	Percent Complete	Billed To Date	Previously Billed	Current Billed
10120	ELECTRICAL	4,950.00	27.68%	1,370.00	0.00	1,370.00
80000	WPB-ENGINEERING	19,410.00	42.81%	8,310.00	0.00	8,310.00
87000	WPB-LANDSCAPING	4,185.00	61.89%	2,590.00	0.00	2,590.00
Contract total		28,545.00	42.98%	12,270.00	0.00	12,270.00

Reimbursable

Activity / Vendor	Invoice number	Date	Amount
Printing Expense WEST SIDE REPROGRAPHICS, INC Scan large format & 1 CD	26969	9/17/2007	53.25
Printing Expense subtotal			53.25
Reimbursable subtotal			53.25

Invoice total 12,323.25

Project Summary

Fee 28,545.00  
Invoiced to date 12,270.00  
Fee remaining 16,275.00

M. Davis 10/28/07  
CRA - ALLEYWAY  
FRAT.



October 10, 2007

Ms. Maria Davis  
Town Manager  
Town of Lake Park  
535 Park Avenue  
Lake Park, FL 33403

**RE: Modifications to Town of Lake Park Downtown Alleyway Plans  
CGA Proposal No. 07-1350**

Dear Ms. Davis,

We are pleased to submit this proposal for Professional Services on the above referenced project located in the Town of Lake Park.

CGA shall revise the current Bid Plans pursuant to the meeting held Tuesday September 12, 2007 between the Town Manager, Town Community Development Director and CGA. Plan modifications shall include: the reduction of the number of landscape islands, enlarging the end landscape islands, resurfacing the existing pavement in lieu of full depth construction on the alleyway north of Park Avenue and south of Park Avenue between 8<sup>th</sup> and 7<sup>th</sup> Streets, deletion of the water main construction and deletion of the water meter and sanitary sewer cleanout replacement, substitution of the precast panel wall with a fence with decorative end treatments and appropriate landscaping and simplification of the lighting system by adding lighting fixtures to the existing utility poles, and construction of simple concrete light poles with non-decorative fixtures. Deliverables for the preliminary phase shall be Exhibits for the Town Commission which shall include: plan sheets showing the above changes, plan sheets showing the existing and proposed light levels, a detail of the decorative fence treatment and landscaping and preliminary cost estimates. Deliverables for the final phase shall be Final Plans, Cost Estimates and Bid Documents. Bid Documents shall be prepared for a separate bid, not as an addendum to Bid #01-2007.

Engineering  
Construction Engineering  
& Inspection  
Municipal Engineering  
Transportation Planning  
& Traffic Engineering  
Surveying & Mapping  
Planning  
Landscape Architecture  
& Environmental Services  
Construction Services  
Indoor Air Quality  
Data Technologies  
& Development  
Emergency Management  
Services

560 Village Blvd, Suite 440  
West Palm Beach, FL 33409  
Phone: 561.684.6161  
Fax: 561.684.6360

[www.calvin-giordano.com](http://www.calvin-giordano.com)

## **SCOPE OF SERVICES**

Calvin, Giordano & Associates, Inc. will perform the following services based on our understanding of the project requirements:

### **I. Professional Engineering Services**

#### **A. Civil Engineering**

##### **1. Preliminary Engineering**

- Prepare Exhibits for Town Council, including plan sheets and cost estimates

##### **2. Final Engineering**

- Prepare final plans and cost estimates

##### **3. Bid Documents**

- Prepare Bid Documents utilizing format established in documents prepared for Bid #01-2007

#### **B. Electrical Engineering**

##### **1. Preliminary Electrical Engineering**

##### **2. Final Electrical Engineering**

##### **3. Bid Documents**

### **II. Professional Landscape Architecture Services**

#### **A. Preliminary Landscape Architecture**

- 1. Prepare Exhibits for Town Council, including plan sheets and cost estimates.**

#### **B. Final Landscape Architecture**

- 1. Prepare final plans and cost estimates.**

#### **C. Bid Documents**



1. Prepare Bid Documents utilizing format established in documents prepared for Bid #01-2007.

### **BASIS OF PROPOSAL**

- Any opinion of the construction cost prepared by Calvin, Giordano & Associates, Inc. represents its judgment as a design professional and is supplied for the general guidance of the CLIENT since Calvin, Giordano & Associates, Inc. has no control over the cost of labor and material, or over competitive bidding or market conditions. Calvin, Giordano & Associates, Inc. does not guarantee the accuracy of such opinions as compared to contractor bids or actual cost to the CLIENT.
- Any outside engineering services, studies, or laboratory testing not specifically mentioned in the Scope of Services will be the responsibility of the CLIENT. All municipal, permit, and agency fees as well as Title Certificates will be paid by the CLIENT.
- Basic services outlined within this proposal shall be considered complete when the project plans are submitted to the regulatory agencies for Certification.
- Calvin, Giordano & Associates, Inc. is performing the consulting services set forth in this Agreement strictly as a professional consultant to CLIENT. Nothing contained in this Agreement shall create any contractual relationship between Calvin, Giordano & Associates and any contractor or subcontractor performing construction activities on the project, or any of CLIENT's other professional consultants.
- Calvin, Giordano & Associates, Inc. shall not be responsible for the contractor's schedules or failure to carry out the construction in accordance with the construction documents. Calvin, Giordano & Associates, Inc. shall not have control over or charge of acts or omissions of the contractor, subcontractors, or their agents or employees, or of any other persons performing portions of the construction.
- Calvin, Giordano & Associates, Inc. will ensure that all consultants carry proper insurance, including professional liability insurance, if appropriate.
- Permit construction certification will include one partial and one final inspection .


### **Additional Fees**

The following services are NOT included in this proposal and will be considered Additional Services, which will be addressed in a separate contractual agreement. The services include but are not limited to:

- Architectural, structural (i.e., retaining walls, bridges, docks), mechanical (i.e., fire pumps), fire protection, geotechnical and testing, environmental assessment, power, gas, telephone, cable television, site lighting services.

- Calculations for needed fire flow for site demands, based on building type use and size, if required.
- Calculations of off-site flood stages.
- Construction quality control inspections.
- Off-site engineering and negotiations for off-site easements, if required (other than as specified in the Scope of Services).
- Permit application or negotiation with permitting authorities other than those specifically listed herein.
- Preparation of construction contract documents, other than drawings and technical specifications (e.g., bid schedule, project manual):
- Professional land surveying not included in the scope of services (i.e., buried utility investigation, easement research, condominium documents, project stake-out and as-built drawings).
- Professional services required due to conditions different from those itemized under the Scope of Services or due to events beyond the control of Alvin, Giordano & Associates, Inc.
- Professional services required, due to changes in the site plan initiated by the CLIENT, their representatives or other consultants (e.g. architects, landscape architects, etc.) after either design or preparation of the construction drawings has commenced.
- Re-review of rejected shop drawings.
- Review and approval of Contractor pay requests.
- Review of Data supplied by the Client (i.e. GIS data sets, databases, Aerial images, etc.) required for integration into this project.
- Review of shop drawings for contractor or Client selected alternatives, materials, products, etc.
- Special shop drawing annotation and modification to expedite shop drawing approval process.
- Updated Boundary survey, site evaluation or closing assistance work, unless specified above.

**Reimbursable Expenses**



Calvin, Giordano & Associates, Inc. and its consultants will be reimbursed for the printing of drawings and specifications, deliveries, federal express services, required travel time and travel expenses, long distance telephone calls, fax transmittals, postage, fees paid for securing approval of authorities having jurisdiction over the project, renderings, models and mock-ups required by CLIENT, as required. Reimbursable expenses and sub-consultant invoices will be billed directly to the CLIENT at a multiplier of 1.25.

**Meeting Attendance**

Due to the difficulties of predicting the number or duration of meetings, no meetings other than those listed above are included in the Schedule of Fees shown below. Preparation for and meeting attendance, as necessary, will be provided on a time and materials basis and will be billed at the standard hourly rates in accordance with the attached Hourly Rate Schedule.

**SCHEDULE OF FEES**

Calvin, Giordano & Associates, Inc. will perform the Scope of Services for a lump sum as shown in the proposed Schedule of Fees:

Preliminary Engineering plans, preliminary Landscape Plans and preliminary electrical engineering plans and preparation of exhibits and five (5) alternative cost estimates and presentation of said revised elements to the Community Redevelopment Agency Board.

Engineering	\$ 8,310.00
Landscaping	\$ 2,590.00
Electrical Engineering	\$ 1,370.00
Total	<u>\$12,270.00</u>

Final Engineering construction plans and specifications, final Landscape construction plans and specifications and final Electrical Engineering construction plans and specifications including coordination with Florida Power and Light Company (FPL). Preparation of final cost estimates, preparation of bid documents and bidding assistance.

Engineering	\$11,100.00
Landscaping	\$ 1,595.00
Electrical Engineering	\$ 3,580.00
Total	<u>\$16,275.00</u>

**TERMS OF THE AGREEMENT**

- All aspects of GIS data development created by Calvin, Giordano & Associates, Inc. will be property of the CLIENT and will be given to the CLIENT at time of project completion.

- CLIENT agrees to indemnify, hold harmless and, at Calvin Giordano & Associates, Inc.'s option, defend or pay for an attorney selected by Calvin, Giordano & Associates, Inc., to defend Calvin Giordano & Associates, Inc., its officers, agents, servants, and employees against any and all claims, losses, liabilities, and expenditures of any kind, including attorney fees, any appellate attorney costs, court costs, and expenses, caused by, arising from or related to any acts, omissions or negligence of CLIENT or its consultants.
- CGA and the CLIENT agree by their signatures on this document that each party will not hire or attempt to hire any staff from the other party while under contract together.
- Calvin, Giordano & Associates, Inc. is preparing and providing drawings, plans, specifications, and other documents as outlined in the scope of services for this Agreement for use in the construction of this project, based upon design and construction criteria prepared and provided by others, including but not limited to the CLIENT and CLIENT's consultants. Calvin, Giordano & Associates, Inc. is not responsible for any errors and omissions in the aforesaid design and construction criteria provided by others.
- Calvin, Giordano & Associates, Inc. agrees to indemnify, hold harmless and, at CLIENT's option, defend or pay for an attorney selected by CLIENT, to defend CLIENT, its officers, agents, servants, and employees against any and all claims, losses, liabilities, and expenditures of any kind, including attorney fees, any appellate attorney costs, court costs, and expenses, caused by, arising from or related to any acts, omissions or negligence of Calvin Giordano & Associates, Inc.
- CLIENT agrees to limit Calvin, Giordano, & Associates, Inc.'s liability for any and all claims that CLIENT may assert on its own behalf or on behalf of another, including but not limited to claims for breach of contract or breach of warranty, to the amount of fees paid to Calvin, Giordano & Associates, Inc. pursuant to this Agreement.
- Drawings, specifications, and other documents and electronic data furnished by Calvin, Giordano & Associates, Inc. in connection with this project are instruments of service. All original instruments of service shall be retained by Calvin, Giordano & Associates, Inc. and will remain their property, with all common law, statutory and other reserved rights, including copyright, in those instruments. This information provided in the instruments of service is proprietary and will not be shared with others without prior written consent. The CLIENT may request reproducible copies all original documents upon payment of all outstanding invoices, and expenses.
- In the event of termination in accordance with this Agreement or termination not the fault of Calvin, Giordano & Associates, Inc., Calvin, Giordano & Associates, Inc. shall be compensated for services properly performed prior to receipt of notice of termination, together with Reimbursable Expenses then due.

- Invoices for work accomplished to date will be submitted monthly and are payable within thirty (30) days. The CLIENT will pay invoices upon receipt and understands interest charges of 1.5% per month will be applied to any unpaid balance past thirty (30) days. Calvin, Giordano & Associates, Inc. may elect to stop work until payment is received. If work is stopped for thirty (30) days or more, Calvin, Giordano & Associates, Inc. may request compensation for start-up costs when work resumes.
- The CLIENT or their representative shall be available to meet with Calvin, Giordano & Associates, Inc. and provide decisions in a timely manner throughout the course of the project. The CLIENT will provide all plans and other pertinent information, which are necessary for Calvin, Giordano & Associates, Inc. to provide complete professional services as outlined in this contract.
- The terms of Agreement shall be valid for the Client's acceptance for a period of thirty (30) days from the date of execution by Calvin, Giordano & Associates, Inc. after which time this contract offer becomes null and void if not accepted formally (evidenced by receipt of an executed copy of this document). All rates and fees quoted in this document shall be effective for a period of six (6) months, after which time they may be renegotiated with the CLIENT.
- This Agreement may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination. Failure of CLIENT to make payments to Calvin, Giordano & Associates, Inc. in accordance with this Agreement, shall be considered substantial nonperformance and cause for termination.

#### **MISCELLANEOUS PROVISIONS**

- CLIENT and Calvin, Giordano & Associates, Inc., respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this Agreement. Neither CLIENT nor Calvin, Giordano & Associates, Inc. shall assign this Agreement without written consent of the other.
- This Agreement represents the entire and integrated agreement between the CLIENT and Calvin, Giordano & Associates, Inc. and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Calvin, Giordano & Associates, Inc. and the CLIENT.
- Unless otherwise provided, this Agreement shall be governed by the law of the place where the project is located.

### TERMINATION OF THE AGREEMENT

- This Agreement may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination. Failure of CLIENT to make payments to Calvin, Giordano & Associates, Inc., in accordance with this Agreement, shall be considered substantial nonperformance and cause for termination.
- In the event of termination in accordance with this Agreement or termination not the fault of CGA, CGA shall be compensated for services properly performed prior to receipt of notice of termination.

We appreciate the opportunity to submit this proposal. Calvin, Giordano & Associates, Inc. is prepared with the necessary manpower to proceed with the proposed scope of services upon receipt of the executed authorization. Our personnel are committed to completing the project in a timely manner. Please indicate your acceptance of this proposal by signing below and returning one executed copy of the contract to this office. We look forward to working with you in making this project a success.

Sincerely,

  
CALVIN, GIORDANO & ASSOCIATES, INC.

Joe P. Weber, PSM.  
Director, West Palm Beach

Cost of these services are \$28,545.00

ACCEPTANCE OF CONTRACT

Calvin, Giordano & Associates, Inc.

By:  Date: 10-10-07

Name: Jon P. Weber, PSM  
Title: Director, West Palm Beach

Town of Lake Park

By:  Date: 4/3/08

Name: Maria Davis  
Title: Town Manager

$$\begin{array}{r}
 \$28,545.00 \\
 - 12,323.25 \text{ Pd.} \\
 \hline
 16,221.75 \\
 - 1,595.00 \text{ Landscaping} \\
 \hline
 \$14,626.75 \text{ Bal}
 \end{array}$$
 Deduct

PER 4/2/08 CRA AGENDA

# TAB 3



**Lake Park Community Redevelopment Agency (CRA)  
Agenda Request Form**

Meeting Date: November 5, 2008

Agenda Item No. *Tab 3*

- |   |   |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING<br><input type="checkbox"/> Ordinance on Second Reading<br><input type="checkbox"/> Public Hearing<br><br><input type="checkbox"/> ORDINANCE ON FIRST READING<br><br><input type="checkbox"/> GENERAL APPROVAL OF ITEM<br><br><input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION<br><br><input type="checkbox"/> DISCUSSION<br><br><input type="checkbox"/> BID/RFP AWARD<br><br><input checked="" type="checkbox"/> <b>CONSENT AGENDA</b> |
|---|---|

**SUBJECT:** Notification of Change Order # 3 to Chris Wayne and Associates, Inc. for the Park Ave. Streetscape Project

**RECOMMENDED MOTION/ACTION:** None Required

Approved by Executive Director *W. Davis* Date: *10/23/08*

\_\_\_\_\_  
Name/Title

\_\_\_\_\_  
Date of Actual Submittal

<b>Originating Department:</b>	<b>Costs: \$1,790</b>  <b>Funding Source: CRA</b> Acct. # _____	<b>Attachments:</b> Invoice
<b>Department Review:</b> <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
<b>Advertised:</b> Date: _____ Paper: _____ <input 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>Please initial one.</i>

**Summary Explanation/Background:** An existing irrigation pump located at 8<sup>th</sup> and Park Avenue caught fire and burned. The contractor replaced the pump and repaired the electrical wiring. The cost of this repair is \$1,790. Although this expenditure is within the Executive Director's purchasing authority, the Board is being notified of the additional expense to the

**contract. The original contract was awarded in the amount of \$288,000. Change order # 1 for concrete repair was \$2,700. Change order # 2 for an irrigation line repair was \$2,900 and Change Order # 3 brings the total cost of the project to date to \$296,390.**

Chris Wayne and Associates, Inc.

15863 97th Drive North  
Jupiter, FL 33478

RECEIVED

007 2 3 1111

Chris Wayne and Associates, Inc.  
Office of the Controller

**Invoice**

Date	Invoice #
10/3/2008	1449

Bill To
Town of Lake Park Director of Finance 535 Park Avenue Lake Park, FL 33403

Terms	Payment Du...	Project
Net 30	11/2/2008	PO #54440 Design/Build

Description	Amount
Additional Services - Replaced existing burnt pump with new 5 horsepower high-head Stay-rite pump and new electrical at 8th Street and Park Avenue. Removed and disposed of existing pump and electrical which had caught on fire.	1,790.00
<p><i>Mr. Davis 10/23/08</i>  <i>INCREASE existing P.O. —</i>  <i>Change Order Notice to go to Board on</i>  <i>Nov. 5, 2008</i></p>	
Thank you for your business.	<b>Total</b> \$1,790.00

By accepting service of Chris Wayne and Associates, Inc. customer agrees to the following: 1.) A service charge on delinquent invoices not paid within specified terms shall be \$25.00 per 30 days for up to 90 days. After 90 days legal collection efforts shall begin. For invoices due on receipt, there is a 10-day allowance from invoice date. 2.) A fee of \$35.00 shall be collected on all returned check items. 3.) Customer agrees to pay all court costs, damages and attorney fees if collection efforts become necessary. 4.) Regarding annual contracts, customer shall be charged a fee of \$125.00 early termination.

**Chris Wayne and Associates, Inc.**

PH (561) 746-4225 FX (561) 746-8991

www.chriswayneinc.com

# TAB 4

**Lake Park Community Redevelopment Agency  
Agenda Request Form**

Meeting Date: November 5, 2008

Agenda Item No. Tab 4

- |  |   |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING              | <input checked="" type="checkbox"/> <b>RESOLUTION</b> |
| <input type="checkbox"/> Ordinance on Second Reading |   |
| <input type="checkbox"/> Public Hearing              | <input type="checkbox"/> DISCUSSION                   |
| <input type="checkbox"/> ORDINANCE ON FIRST READING  | <input type="checkbox"/> BID/RFP AWARD                |
| <input type="checkbox"/> GENERAL APPROVAL OF ITEM    | <input type="checkbox"/> CONSENT AGENDA               |
| <input type="checkbox"/> Other:                      |   |

**SUBJECT: Reimbursement resolution.**

**RECOMMENDED MOTION/ACTION: Approve resolution.**

Approved by Town Manager *W. Davis* Date: *10/29/08*  
*Anne M. Costello* *10/29/08*  
 Name/Finance Director Date of Actual Submittal

<b>Originating Department:</b> Finance	Costs: \$  <b>Funding Source:</b> Acct. #	<b>Attachments:</b> <b>Resolution</b>
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input checked="" type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
<b>Advertised:</b> Date: _____ Paper: _____ <input 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 _____:  Please initial one.

**Summary Explanation/Background:** The CRA board has given authorization for the Executive Director to negotiate the purchase of various properties within the CRA boundaries for the purpose of future development of these properties for municipal parking and a village green. Due to the current credit market the financing of these properties will not take place until later in the fiscal year. In order to pursue tax exempt financing at a later date for these acquisitions, the CRA must have a reimbursement resolution in place prior to expending the funds.

**RESOLUTION NO. 62-11-08**

**A RESOLUTION OF THE COMMUNITY  
REDEVELOPMENT AGENCY OF THE  
TOWN OF LAKE PARK FLORIDA  
EXPRESSING THE INTENT OF THE CRA TO  
REIMBURSE CERTAIN EXPENDITURES  
WITH PROCEEDS OF TAX EXEMPT DEBT**

**WHEREAS**, the Town Commission of the Town of Lake Park has previously created a Community Redevelopment Agency (CRA), pursuant to Section 163.356, *Florida Statutes*; and

**WHEREAS**, THE Lake Park CRA has all of the statutory powers conferred upon it by Section 163.370, *Florida Statutes*; and

**WHEREAS**, the Lake Park CRA has the power and authority to borrow money to pay for expenses it incurs, including capital projects and property acquisitions; and

**WHEREAS**, the Agency has directed and authorized its Executive Director and Finance Director to work with a financial consultant to pursue tax exempt financing for various projects.

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

**Section 1.** This Resolution is an official intent for purposes of United States Treasury Regulation Section 1.150-2. The Lake Park CRA expects to incur expenditures for various projects including redevelopment projects consisting of the purchase of real estate to be used as a parking facility and/or municipal park space and capital improvements to the property for this purpose.

**Section 2.** The Lake Park CRA reasonably expects that tax exempt obligations will be issued for such purposes in the maximum principal amount of approximately \$1,000,000. The Town reasonably expects that it will reimburse original expenditures made towards such

purposes from proceeds of tax exempt bonds. The Town is not obligated to proceed with such expenditures or to participate in the issuance of tax exempt obligations for such purposes.

**Section 3.** This Resolution shall be effective upon its adoption.

# TAB 5



**Lake Park Community Redevelopment Agency (CRA)  
Agenda Request Form**

Meeting Date: November 5, 2008

Agenda Item No. Tab 5

- |  |  |
|--|--|
| <input type="checkbox"/> PUBLIC HEARING              | <input type="checkbox"/> RESOLUTION            |
| <input type="checkbox"/> Ordinance on Second Reading |  |
| <input type="checkbox"/> Public Hearing              | <input checked="" type="checkbox"/> DISCUSSION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING  | <input type="checkbox"/> BID/RFP AWARD         |
| <input type="checkbox"/> GENERAL APPROVAL OF ITEM    | <input type="checkbox"/> CONSENT AGENDA        |
| <input type="checkbox"/> Other:                      |  |

**SUBJECT:** Logo and Banner Layout Selection

**RECOMMENDED MOTION/ACTION:** Provide Direction

Approved by Executive Director *W. Phillips*

Date: 10/30/08

Name/Title

Date of Actual Submittal

<b>Originating Department:</b>  <b>Executive Director</b>	Costs: \$  <b>Funding Source:</b> Acct. #	<b>Attachments:</b> Artwork Samples
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
<b>Advertised:</b> Date: _____ Paper: _____ <input 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>Please initial one.</i>

**Summary Explanation/Background:** JoEllen Phillips with Adkins and Associates has taken the Board's suggestions regarding design and colors styles for the CRA's new logo and attendant artwork. Attached please find artwork with alternatives for logo, banner, letterhead and business card designs. Each design varies slightly in style and color. Staff is

**requesting the Board to select the artwork for each. The styles are paginated for your convenience.**

T O W N O F  
LAKE PARK



CRA  
COMMUNITY  
REDEVELOPMENT  
AGENCY

LOGO & BANNER LAYOUTS



TOWN OF  
LAKE  
PARK  
CRA



TOWN OF  
LAKE  
PARK  
COMMUNITY  
REDEVELOPMENT  
AGENCY



TOWN OF  
LAKE  
PARK  
COMMUNITY  
REDEVELOPMENT  
AGENCY



TOWN OF  
LAKE PARK CRA



TOWN OF  
**LAKE PARK**  
COMMUNITY REDEVELOPMENT AGENCY

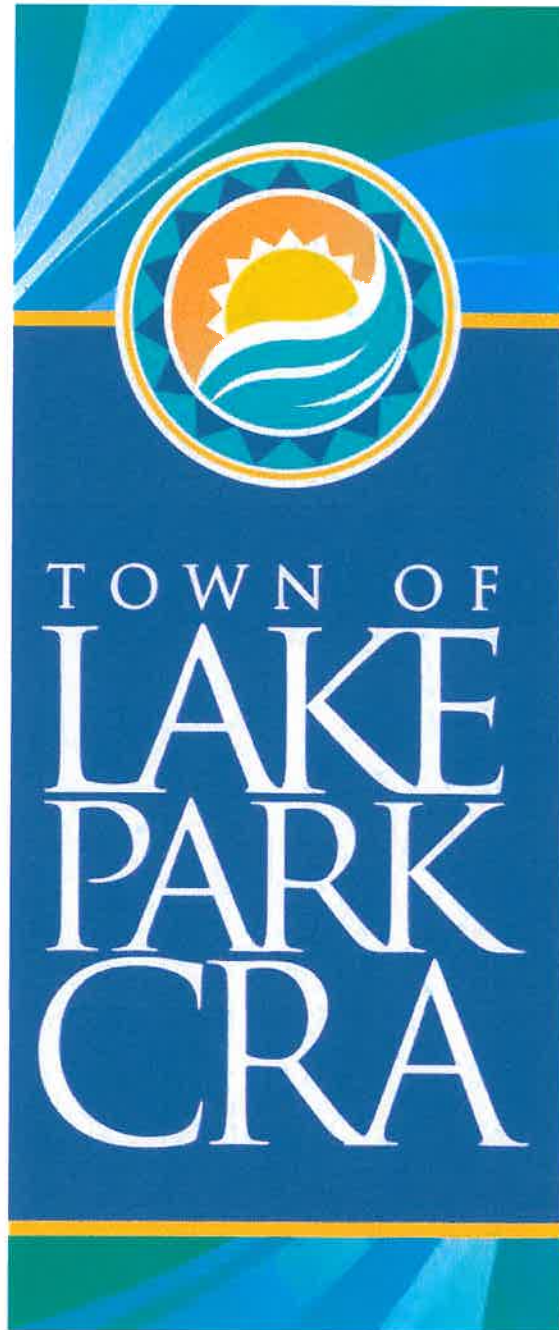




TOWN OF  
**LAKE PARK**  
COMMUNITY REDEVELOPMENT AGENCY













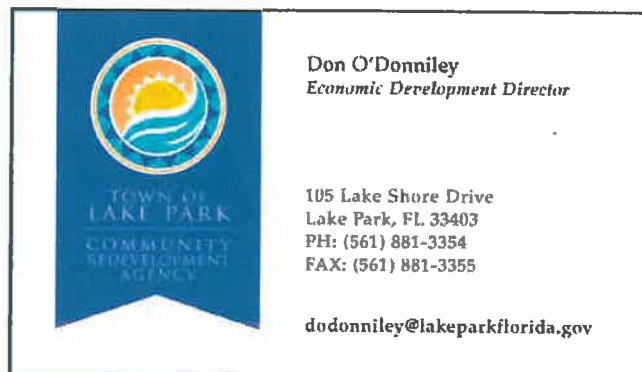
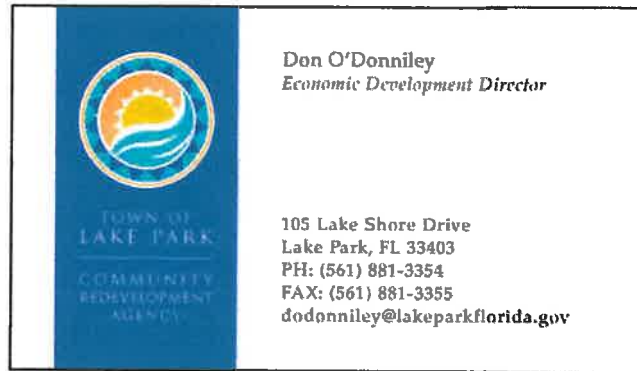
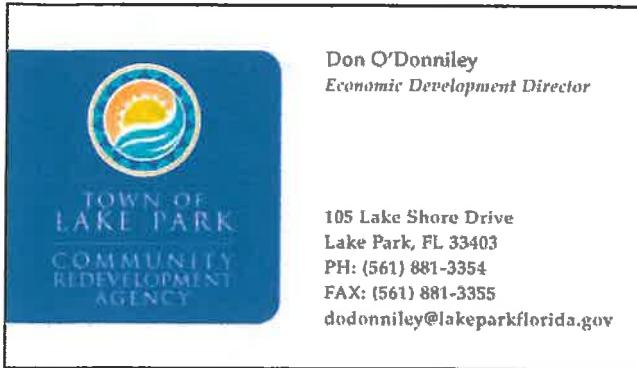






TOWN OF LAKE PARK – CRA Business Cards

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TOWN OF  
LAKE PARK

COMMUNITY  
REDEVELOPMENT  
AGENCY

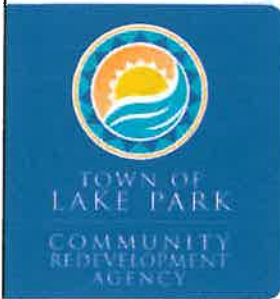
105 Lake Shore Drive

Lake Park, FL 33403

PH: (561) 881-3354

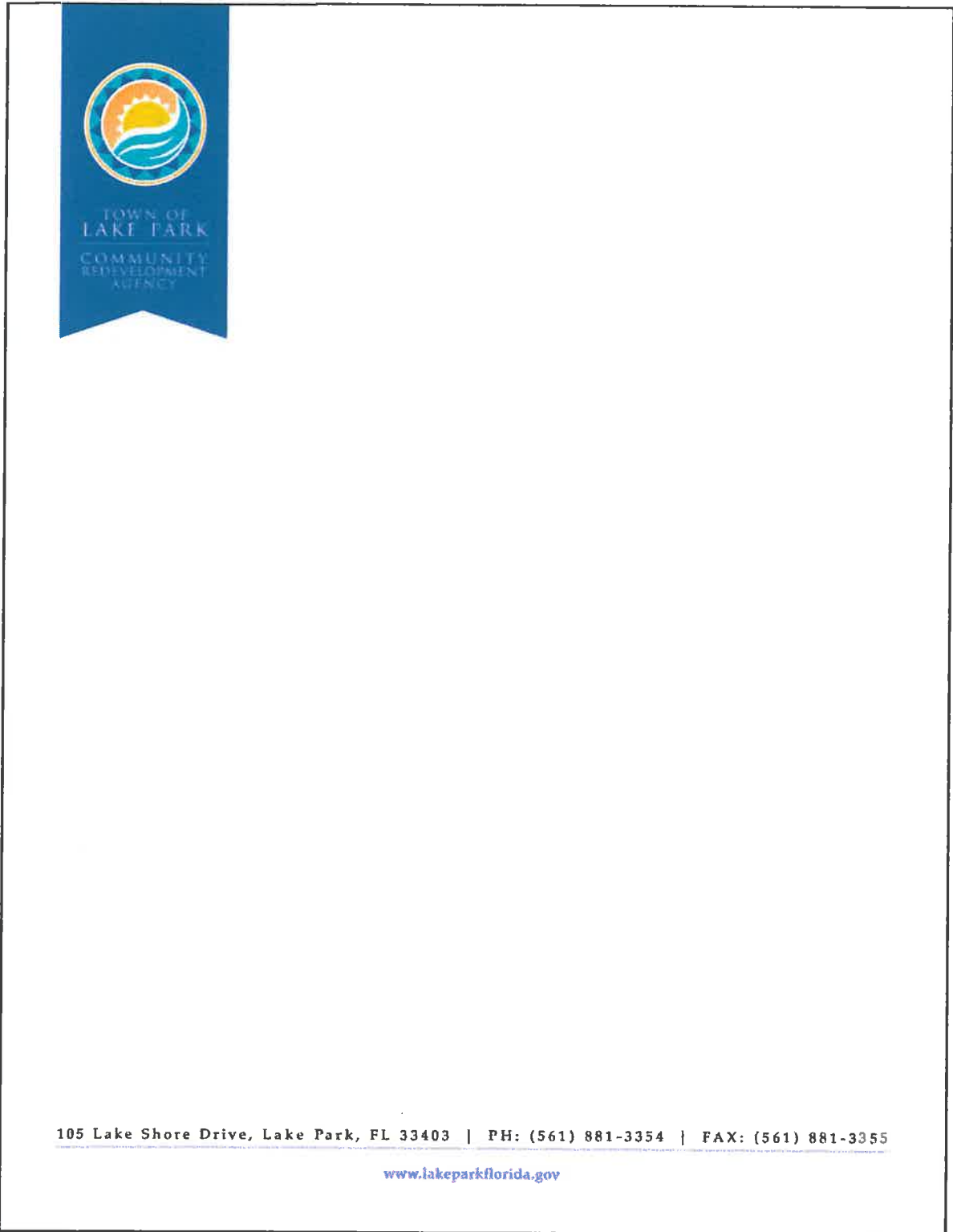
FAX: (561) 881-3255

[www.lakeparkflorida.gov](http://www.lakeparkflorida.gov)



105 Lake Shore Drive, Lake Park, FL 33403 | PH: (561) 881-3354 | FAX: (561) 881-3355

[www.lakeparkflorida.gov](http://www.lakeparkflorida.gov)



105 Lake Shore Drive, Lake Park, FL 33403 | PH: (561) 881-3354 | FAX: (561) 881-3355

[www.lakeparkflorida.gov](http://www.lakeparkflorida.gov)

