



**Minutes**  
**Town of Lake Park, Florida**  
**Regular Commission Meeting Minutes**  
**Wednesday, March 18, 2020, 6:30 PM**  
**Town Commission Chamber, 535 Park Avenue**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, March 18, 2020 at 6:30 p.m. Present were Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, John Linden, Assistant Town Manager/Human Resources Director Bambi McKibbon-Turner, Attorney Thomas Baird, and Town Clerk Vivian Mendez. Mayor Michael O'Rourke arrived at 6:35 p.m. and Commissioner Roger Michaud were absent.

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

**SPECIAL PRESENTATION/REPORT:**

Assistant Town Manager/Human Resources Director McKibbon-Turner requested to postpone all presentations to a future Regular Commission Meeting.

- 1. Proclamation Honoring Kelvin Anderson**
- 2. Presentation of the 2019 Palm Beach Sheriff's Office District 10 Year in Review**
- 3. Stormwater Master Plan Presentation**

**Motion: Commissioner Flaherty moved to postpone the special presentations and reports; Commissioner Linden seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

- 4. March 4, 2020 Regular Commission Meeting Minutes.**
- 5. May 2019 through March 2020 Annual Floodplain Management Progress Report.**
- 6. Resolution No. 25-03-20 Supporting the City of Palm Beach Gardens Mobility Fee.**
- 7. Resolution No. 26-03-20 Authorizing and Directing the Town Manager to Sign, And the Town Grant Writer to Submit, a Community Development Block Grant (CDBG) Program Application Requesting Funds for New Playground Equipment in Lake Shore Park.**

**Commissioner Linden requested discussion of agenda item 7a. The item was removed from the Consent Agenda.**

**Motion: Commissioner Flaherty moved to approve the consent agenda items 4,5,6, and 7; Commissioner Linden seconded the motion.**

Vote on Motion:

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

Motion passed 3-0.

**7a. Resolution No. 28-03-20 First Amendment to the Contract for Security Services at the Lake Park Harbor Marina between the Town of Lake Park and United Special Patrol, Inc. d/b/a K9 Special Patrol.**

\*Mayor O'Rourke arrived at 6:36 p.m.

Commissioner Linden questioned the need to pay additional fees to United Special Patrol to lock the Kelsey and Lake Shore Park restrooms. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that the service was not included in the original agreement between the Town of Lake Park and United Special Patrol. She read the summary/explanation of the agenda request form to explain the associated costs for additional time (see Exhibit "A"). She explained that the restrooms were not being locked at Kelsey and Lake Shore Parks. She referred to security concerns, and risks of COVID-19 with regard to urban outdoorsman occupying public restrooms for residence. Commissioner Flaherty questioned who would unlock the restrooms in the mornings. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that Public Works personnel would unlock the restrooms during morning hours of operation. Commissioner Flaherty explained that the additional \$670.00 per year equated to an extra \$1.84 per day to lock the restrooms. Commissioner

Linden thanked Assistant Town Manager/Human Resources Director McKibbon-Turner for clarification of the agenda item.

**Motion: Commissioner Flaherty moved to approve Resolution Number 28-03-20; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

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

Motion passed 3-1.

**PUBLIC HEARING – ORDINANCE ON FIRST READING:**

**8. Ordinance No. 03-2020 Amending its Comprehensive Plan Adopting Amendments to Update and Implement the 10-Year Water Supply Facilities Work Plan as Required by Florida State Statute 163.3177.**

Denise Malone of NZ Consultants, presented to the Commission.

**Motion: Commissioner Linden moved to approve Ordinance 03-2020 to transmit the Water Supply Plan to the State; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

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

Motion passed 4-0.

Town Attorney Baird read Ordinance No. 03-2020 by title.

**8a. Ordinance No. 04-2020 Declaring a State of Local Emergency in the Town of Lake Park Due to the COVID-19 Virus.**

Assistant Town Manager/Human Resources Director McKibbon-Turner explained the item, and informed that the Emergency Ordinance did not require an advertisement or second reading.

**Motion: Vice-Mayor Glas-Castro moved to approve Ordinance No. 04-2020; Commissioner Linden seconded the motion.**

Mayor O'Rourke explained that on Monday, March 16, 2020 he signed a State of Emergency Declaration for the Town of Lake Park (see Exhibit "B"). He requested that

future Emergency Declarations include a provision for adherence to Governor issued Executive Orders.

Vice-Mayor Glas-Castro agreed that public parks should remain opened with adherence to the recommendations of social distancing and group sizes. She suggested that the Lake Park Tennis Court should remain open. Mayor O'Rourke explained that two of the four Tennis Courts were open to the public, and could be locked to control group sizes. Vice-Mayor Glas-Castro recommended curbside Library Services. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that curbside Library Services had not been established but could be implemented.

Mayor O'Rourke stated that Town Hall Offices were open for business by appointment only. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that all Town employees were notified of the Center for Disease Control guidelines. She explained that employees whom identified as high-risk may elect to stay at home. She explained that employees should contact her directly, and she would notify the employees Department Head. She explained that the employees leave bank would not be impacted.

Assistant Town Manager/Human Resources Director McKibbon-Turner announced: A decision was being requested from the Commission on the cancellation of the following public meetings:

- April 2, 2020 Special Magistrate Hearing
- April 6, 2020 – Planning & Zoning Board Meeting (just FYI – this will delay the C-3/Northlake Promenade project)
- May 7, 2020 – Special Magistrate Hearing (since advance notices are required, it would be important to know whether this Hearing is still on the calendar)
- April 1<sup>st</sup>, April 15<sup>th</sup>, and May 6<sup>th</sup>, Regular Commission Meetings.

Commissioner Linden commended Mayor O'Rourke for signing the State of Emergency Declaration. He agreed that the public parks and tennis courts remain open. Discussion ensued regarding the continuance of one-on-one tennis lessons. Commissioner Linden asked for clarification of the purpose of Declaring a State of Emergency. He stated that he was in favor of cancelling the April 1, 2020 Regular Commission Meeting. He suggested that the cancellation of the April 15<sup>th</sup> and May 6<sup>th</sup> Regular Commission Meetings would be a disservice to the Town of Lake Park residents. Mayor O'Rourke explained that the purpose of declaring a State of Emergency was to make funding available.

Town Attorney Baird explained that the intent of the State of Emergency Declaration was to authorize Town Manager John D'Agostino to exercise emergency procurement powers due to the outbreak of the Coronavirus Disease (COVID-19) pandemic.

Discussion ensued regarding cancellation of the above-mentioned meetings, and hearings. Vice-Mayor Glas-Castro expressed concerns for the proposed cancellation of the April 6, 2020 Planning & Zoning Board Meeting. Community Development Director Nadia DiTommaso explained that the meeting could be tentatively rescheduled for May 2020 or as a Special Call Meeting. Vice-Mayor Glas-Castro reiterated the need for curbside Library Services as Palm Beach County Schools were closed due to COVID-19.

Commissioner Linden questioned if the Jetset V.F.C. Summer Soccer Camp had postponed its services. Town Grants Writer/Public Information Officer Merrell Angstreich explained that she had a meeting tentatively scheduled with Jetset V.F.C. to discuss the possible cancellation of the camp, and rolling the available funds to next year. She explained that the camp was scheduled to start in June 2020, and that she would have additional information at a future Regular Commission Meeting.

Vote on Motion:

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

Motion passed 4-0.

Attorney Baird read Ordinance No. 04-2020 by title.

**NEW BUSINESS:**

**9. Resolution No. 27-03-18 Authorizing the Mayor to Proceed with Executing an Agreement for Provision of Utility Rate Advisor Services with Raftelis Financial Consultants, Inc. for the Town's Solid Waste Operation, per Martin County/Raftelis Financial Consultants, Inc. Contract (Cooperative Purchase).**

Assistant Town Manager/Human Resources Director McKibbon-Turner reviewed the summary explanation for the agenda item. Commissioner Linden expressed concerns regarding the required fees to enter into a piggyback cooperative purchase agreement. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that she believed Town Manager D'Agostino selected the piggyback option per the services provided in Martin County and the need for services in the Town of Lake Park. Commissioner Linden suggested that the Town explore additional options. Vice-Mayor Glas-Castro referred to the process of Request for Proposals/Qualifications. She suggested that piggybacking the agreement might prove time and cost effective.

**Motion: Vice-Mayor Glas-Castro moved to approve Resolution No. 27-03-20; Commissioner Flaherty seconded the motion**

Vote on Motion:

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

Motion passed 3-1.

**9a. Resolution No. 29-03-20 Fiscal Year 2019/2020 Budget Adjustment for the General Fund.**

Finance Director Lourdes Cariseo explained the item authorized a Budget Adjustment per the approval of Resolution No. 27-03-20.

**Motion: Vice-Mayor Glas-Castro moved to approve Resolution No. 29-03-20; Commissioner Linden seconded the motion**

Vote on Motion:

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

Motion passed 4-0.

**10. Notification of Emergency Procurement: Work Authorization to Water Resource Management for Professional Engineering Services Associated with Marina Outfall Pipe Analysis.**

Assistant Town Manager/Human Resources Director McKibbon-Turner reviewed the summary explanation for the agenda item. Mayor O'Rourke questioned if the purchases would need to be approved by the Commission or Town Manager D'Agostino. Assistant Town Manager/Human Resources Director McKibbon-Turner referred to Ordinance No. 09-2019 Section 2-249(2): Emergency Purchase: The Purchasing Agent may authorize an emergency purchase when a declaration of emergency has been issued or there is a threat of other substantial or potential loss to the Town that requires urgent action. She explained that Town Manager D'Agostino was the Purchasing Agent, and \$15,820.00 was available in the Stormwater Fund.

**Motion: Commissioner Linden moved to identify the work authorization to Water Resource Management Associates for professional engineering services to be a bona fide emergency, and authorize the Town Manager to execute any documents necessary to effectuate the emergency procurement; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

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

Motion passed 4-0.

**11. Confirmation of Attendance by the Lake Park Town Commission at the April 29, 2020 Riviera Beach City Council Meeting.**

Assistant Town Manager/Human Resources Director McKibbon-Turner reviewed the summary explanation for the agenda item. Vice-Mayor Glas-Castro asked for clarification of the need for the Commission to attend the April 29, 2020 Riviera Beach City Council Meeting. She explained that she believed the meeting would be a Joint Session to discuss shared boundaries and opportunities for collaboration. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that she had contacted City Manager Johnathan Evans (City of Riviera Beach) and that the details regarding the meeting were forthcoming.

**Motion: Commissioner Linden moved to postpone the confirmation of attendance by the Lake Park Town Commission at the April 29, 2020 Riviera Beach Council Meeting until additional information has been provided at the April 15, 2020 Regular Commission Meeting; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

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

Motion passed 4-0.

**12. Discussion of Community Redevelopment Agency Parking Lot Options: How Do We Proceed from Here?**

Assistant Town Manager/Human Resources Director McKibbon-Turner reviewed the summary explanation for the agenda item. Vice-Mayor Glas-Castro suggested option two, and to use infrastructure surtax as the funding source. Mayor O'Rourke, and Commissioners Flaherty and Linden agreed with the suggestion of Vice-Mayor Glas-Castro. Commissioner Linden suggested seeking financial assistance from the State of Florida Legislature for a temporary solution. Mayor O'Rourke and Vice-Mayor Glas-Castro provided a brief history regarding the Town of Lake Park unsuccessful requests for financial assistance for additional parking in the Community Redevelopment Agency (CRA). Discussion ensued regarding additional parking along Park Avenue.

**Motion: Vice-Mayor Glas-Castro moved for Staff to proceed with a strategy pursuant to the design build for option two; Commissioner Flaherty seconded the motion**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Linden	X		
Commissioner Michaud			Absent

Vice-Mayor Glas-Castro	X		
Mayor O'Rourke	X		

Motion passed 4-0.

**13. Resolution No. 30-03-20 Fiscal Year 2019/2020 Budget Adjustment for the General Fund.**

Assistant Town Manager/Human Resources Director McKibbon-Turner and Finance Director Lourdes Cariseo explained the item. Finance Director Cariseo explained the need for additional funds during the COVID-19 Pandemic for the purchase of essential services, and equipment (e.g. disinfecting cleaning services, and laptops). Assistant Town Manager/Human Resources Director McKibbon-Turner explained that the amount would be \$50,000.00. She explained that Federal Emergency Management Agency (FEMA) reimbursement was available for preparedness expenses. Assistant Town Manager/Human Resources Director McKibbon-Turner explained that the Town had met the first criteria for reimbursement per issuance of the State of Emergency Declaration. She explained that employees may need to work from home due to the COVID-19 Pandemic. Finance Director Cariseo explained that employees would utilize laptops to work from home during the pandemic, and thereafter for purposes of Emergency Operations (e.g. Hurricane Season Preparedness/Recovery).

**Motion: Commissioner Linden moved to approve Resolution No. 30-03-20 for budget transfers in the amount of \$50,000.00; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

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

Motion passed 4-0.

**14. Resolution No. 31-03-20 Postponing the April 1, 2020 and April 15, 2020 Regular Commission Meetings.**

**Motion: Commissioner Flaherty moved to approve Resolution No. 31-03-20 cancelling the April 1, 2020 Regular Commission Meeting; Vice-Mayor Glas-Castro seconded the motion.**

Vote on Motion:

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



Motion passed 4-0.

**PUBLIC COMMENT:**

None

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

**Town Attorney Baird** had no comments.

**Assistant Town Manager/Human Resources Director** announced the comments of Exhibit "C" (see Exhibit "C"). Per Consensus, the following meetings were cancelled.

- April 2, 2020 Special Magistrate Hearing
- April 6, 2020 – Planning & Zoning Board Meeting

**Commissioner Linden** suggested an updated to the Commission Chambers audio equipment. He explained that the problem was ongoing and it was difficult to hear when the Air Conditioning system was on. He announced that he exercised his right to vote in the Presidential Preference Primary Election on Tuesday, March 17, 2020.

**Commissioner Michaud** was absent.

**Commissioner Flaherty** expressed best wishes to everyone during the COVID-19 Pandemic.

**Vice-Mayor Glas-Castro** thanked voters for trusting the Elected Officials to utilize the tax exemption for qualified businesses. She requested a future agenda item for Paint the Town; she explained that Town Manager D'Agostino provided little information via email. Assistant Town Manager/Human Resources Director explained that Paint the Town would be listed on a future Community Redevelopment Agency Board Meeting Agenda.

**Mayor O'Rourke** announced that he had attended the National League of Cities Conference in Washington, D.C. He explained that he signed the State of Emergency Declaration on Monday, March 16, 2020 during the Town Senior Staff Meeting. He expressed the importance of remaining informed during the COVID-19 Pandemic. He announced the following resource: Florida Department of Health (Dashboard). He announced that there were 19 cases of COVID-19 in Palm Beach County; the latest reported case was a 6-year-old. He announced that no age group was exempt from carrying or contracting the Coronavirus, and expressed the importance of adherence to precautions. He urged consumers have consideration, and refrain from excess purchase of essential food and supplies. He urged residents to complete wellness checks for their elderly neighbors, and cautioned residents to remain home and self-quarantine if they had symptoms.

**ADJOURNMENT**

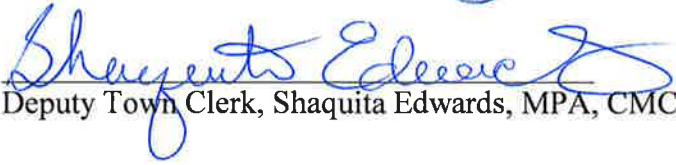
There being no further business to come before the Commission and after a motion to adjourn by Mayor O'Rourke and seconded by Commissioner Flaherty, and by unanimous vote, the meeting adjourned at 8:28 p.m.



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



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



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



Approved on this 15 of April, 2020

Exhibit "A"



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date March 18, 2020

Agenda Item No.

Agenda Title: First Amendment to the Contract for Security Services at the Lake Park Harbor Marina between the Town of Lake Park and United Special Patrol, Inc. d/b/a K9 Special Patrol

- Special Presentation/Reports, Board Appointment, Public Hearing Ordinance, New Business, Other: Workshop, Consent Agenda, Old Business

Approved by Town Manager [Signature] Date: 3-15-2020
John O. D'Agostino, Town Manager

Table with 3 columns: Originating Department (Town Manager), Costs (\$670.00), Attachments (Resolution, First Amendment, Original Contract), Advertised (Not Required), and notification details.

**Summary Explanation/Background:** The purpose of this agenda item is to amend the current security services contract between the Town of Lake Park for unarmed security services at the Lake Park Harbor Marina to have a uniformed security guard lock the two public restrooms in Lake Shore Park and Kelsey Park when such parks close at 10:00 p.m. each day of the year. The compensation for the provision of such service shall not exceed \$15.95 per hour. To calculate a half-hour per night to lock the restrooms, we are estimating a half hour a day, seven days a week, or 3.5 hours per month at \$15.95 per hour. The cost to the Town will be \$55.83 per month or \$670.00 per year, which will be paid using the Town's general fund.

The cost for the provision of unarmed security services at the Lake Park Harbor Marina will continue to be borne by the Marina fund, which is an enterprise account.

**Recommended Motion:** I approve Resolution 18-03-20.

Exhibit "B"

## STATE OF EMERGENCY DECLARATION

It is found by the Mayor of the Town of Lake Park that:

**WHEREAS**, Chapter 1, Article II, Division 1, Section 2-32 of the Code of Ordinances of the Town of Lake Park authorizes the Mayor or in the absence of the Mayor and the Vice Mayor the first available member of the Town Commission to declare that a state of emergency exists within the boundaries of the Town of Lake Park, and to exercise the powers conferred in F.S. Sections 252.32 and 870.042(2); and

**WHEREAS**, the Governor of the State of Florida has declared a state of emergency for the State of Florida due to the outbreak of the COVID-19 virus; and

**WHEREAS**, it is believed by the Mayor that there is a clear and present danger to persons due to the exigent circumstances of the anticipated impact caused by the COVID-19 virus within the geographical limits of the Town of Lake Park and that it is prudent to declare a state of emergency for the Town of Lake Park.

**NOW THEREFORE**, it is declared by the Mayor of the Town of Lake Park that a state of emergency does exist as heretofore found and that during such a period of emergency and at the times and locations hereinafter specified in order to protect lives within the Town, the following actions shall take place:

1. All Town Hall departments shall be closed to the public but shall be staffed. The general public needing to access any Town department must do so by appointment through email or by telephone to the specific Town department.
2. All public parks within the Town of Lake Park will remain open; however, social gatherings within the public park areas will be limited to no more than 15 individuals. All public restrooms, the Lake Park Public Library, and the Lake Park Tennis Center shall be closed on Monday, March 16, 2020, and shall remain closed until the state of emergency declared by the Governor has been lifted.
3. Any curfew or public health declarations established by Palm Beach County shall be followed by residents of the Town of Lake Park.
4. The within declaration shall be in full force effective at 3:15 p.m. on Monday, March 16, 2020, and shall remain in full force until the state of emergency declared by the Governor has been lifted.



Michael O'Rourke, Mayor  
Town of Lake Park

Attest:



Vivian Mendez, Town Clerk

*Exhibit "C"*

**TOWN MANAGER COMMENTS**  
**by Bambi Turner, Assistant Town Manager**

**MARCH 18, 2020 – TOWN COMMISSION MEETING**

Mr. D'Agostino is currently out of the office for an extended period of time, and the following announcements are being made on his behalf:

**GRANT ANNOUNCEMENT**

I'm going to start off with some good news in the midst of our emergency situation. The Town was provided written notification on Monday, March 16 that the Florida Division of Emergency Management has approved funding for the Lake Shore Drive Drainage project in an amount of \$3.5 million. This is the notice that we have been long awaiting and is one of the largest grant awards in the history of the Town. The next step will be to prepare and execute the grant agreement with the State, which will need to be in place before any work can commence. Shortly thereafter, we will move to the project bidding phase. Additional information will be presented to the Commission and Community as soon as the grant agreement is prepared for execution. The success of this award is due to the hard work of our Grants Writer Merrell Angstreich, Public Works Director Richard Scherle, and our team of consultants, including WRMA and Baxter Woodman. We have been relentless in pursuit of this funding and it has finally paid off.

**COVID-19**

On March 16, 2020, the Mayor of the Town of Lake Park the State of Emergency Declaration for the Town. A copy of it is attached.

The Town is continuing to proactively follow the developing status of the COVID-19 here in the United States, Florida and Palm Beach County. We have included a link on the homepage of our official website to the Florida League of Cities updates which provides up-to-date information on how this virus is impacting Florida as well as other related resources, such as the link to the Centers for Disease Control and Prevention, the World Health Organization, and the Florida Department of Health.

The Town's Public Information Officer will continue to use the various means available – including Comcast channel 18, the Town's website and Facebook pages, and Constant Contact – to keep the public abreast of all coronavirus-related developments that may impact the residents themselves or the level of service delivery they receive from the Town. Press releases will also continue to be created and disseminated, as appropriate.

## **EVENT CANCELATIONS**

Due to the current COVID-19 virus and in compliance with the White House's guideline to avoid social gatherings in groups of more than ten people, the Town has canceled the following events:

- March Sunset Celebration
- Easter Egg Hunt
- After-School Sports Club
- Town Bike Tour
- Line Dancing
- Tennis
- Soccer
- Silver Sneakers
- Zionic Fitness

Because the Lake Park Public Library is closed as a result of the Mayor's March 16, 2020 emergency declaration for the Town, all meetings, events and seminars, including the AARP Tax preparation, scheduled to take place at the Library are now canceled.

The determination to proceed with the April 2020 Sunset Celebration will be determined at a later date. There are no plans to reschedule the Easter Egg Hunt at this time. These event cancellations are listed on the Town's official website at [www.lakeparkflorida.gov](http://www.lakeparkflorida.gov). The link to the 211 Helpline is also provided on the Town's homepage where the public can obtain more information on the COVID-19 and sources of assistance.

Community members and local business owners can use the Town's drop box (which is also labeled the night depository) located outside the Town Hall west entrance off the parking lot, which is checked every morning to submit permit applications, employment applications, non-cash payments, etc. Non-cash payments via credit card can also be submitted by telephone.

## **COMMUNITY DEVELOPMENT ITEMS**

1. A decision is being requested from the Commission on the cancellation of the following public meetings:
  - April 2, 2020 Special Magistrate Hearing
  - April 6, 2020 – Planning & Zoning Board Meeting (just FYI – this will delay the C-3/Northlake Promenade project)
  - May 7, 2020 – Special Magistrate Hearing (since advance notices are required, it would be important to know whether this Hearing is still on the calendar)

#### Operations in Code Enforcement:

“Code Compliance will not be issuing any new notices of violation or notices of hearing during this COVID-19 period. The Officers will however follow-up with folks and work with them by phone or email to assist them with compliance. The Code Officers will also drive to properties that simply require visual inspection without human interaction and respond to urgent complaints or PBSO-related complaints only. As for the rest of the Department, we are transitioning to our alternate service delivery method and performing only those inspections for permits that are deemed urgent from a life-safety perspective and from the perspective of ensuring larger jobs can continue moving forward. ALL submittals will be accepted ELECTRONICALLY. The Town website has additional information.”

2. The P-3 Consultant Request for Qualifications bid opening took place today. The Evaluation Committee meeting is still scheduled for March 26, 2020 at 4pm and award of the contract at the May 6 or 20 Commission meeting (depending on which meeting is held).
3. Reminder to residents to COMPLETE THE 2020 Census! “In light of the temporary precautionary protocols that have been put in place for COVID-19, the Town will not be assisting residents with the completion of their Census questionnaires. We do however highly encourage everyone to COMPLETE the Census in a TIMELY manner if you have not already done so. The Census questionnaire only takes a few minutes to complete and all information is strictly confidential. Do not delay. Doing so may have long term financial impacts! Visit [www.my2020census.gov](http://www.my2020census.gov) with the Census ID you received by mail to get started!”

#### **SANITATION SCHEDULE**

The Town continues to prioritize the health and well-being of its staff and the people it serves during this health crisis. Due to a personnel shortage in the Town’s Public Works Department, the Town must modify this week’s bulk trash service schedule. All residential bulk trash pickups north of Park Avenue that would normally occur on March 19 will now take place on March 20. There will be no impact to customers south of Park Avenue. This service change is for residential bulk trash pickups only. Regular garbage service will continue on March 19 as normally scheduled.

We will continue to make every effort to remain on schedule with our pickups, but this unprecedented pandemic changes daily, and we may need to make additional adjustments in the coming days and weeks. Our primary focus is on regular garbage pickup, however you may experience delays with recycling, vegetation and bulk trash services. We will notify you in advance of any changes as they occur. Thank you for your patience and understanding during this time.

This information has been posted on the Town’s official website on its homepage.



## **PBSO SERVICE LOBBY**

Due to continued precautions for the Corona Virus, the Sheriff has ordered service lobbies closed in all districts. Walk up residents will still be able to use the call box in front of the district. Staff will still be in the building and this will not have any impact on our level of service to the residents of Lake Park.

## **PROPERTY OF THE MONTH**

As a precaution since this requires a sign installation and photo op with the property owners, there will be no Property of the Month for April. We will consider a May award depending upon the COVID-19 situation.