



Minutes
Town of Lake Park, Florida
Regular Commission Meeting Minutes
Wednesday, May 6, 2020, 6:30 PM
Virtual Meeting

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, May 6, 2020 at 6:30 p.m. via Zoom. Present were Mayor O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, John Linden, Roger Michaud, Town Manager John D'Agostino, Town Attorney Thomas Baird, and Town Clerk Vivian Mendez.

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

PURSUANT TO THE AUTHORITY CONTAINED GOVERNOR DESANTIS' EXECUTIVE ORDER NUMBER 20-69, THE TOWN OF LAKE PARK TOWN COMMISSION WILL BE UTILIZING COMMUNICATION MEDIA TECHNOLOGY AS PROVIDED IN SECTION 120.54(5)(b)2. FLORIDA STATUTE.

1. Presentation of the 2019 Palm Beach Sheriff's Office District 10, Year in Review.

Captain Thomas Gendreau presented on the 2019 Palm Beach Sheriff's Office District 10, Year in Review (see Exhibit "A"). Commissioner Linden asked if the data from the License Plate Readers (LPR) and ShotSpotter were shared with other law enforcement agencies in the area, such as the City of Riviera Beach. Captain Gendreau explained that the camera database were only shared among those that have a similar system to that of the Palm Beach County Sheriff's Office (PBSO); the City of Riviera Beach uses a different system. He explained that the information was shared with the City of Riviera Beach although they are on a different system. He explained that the camera system information (ShotSpotter) were shared with other PBSO Districts to help each other. Commissioner Michaud asked how the information was shared and was it tracked. Captain Gendreau explained that the same vendor was used, which allows the information to be shared. The statistical information shared allows tracking and they analyze the information to use for tackle purposes. Commissioner Michaud commended Captain Gendreau and PBSO for all they do in the community all year. Vice-Mayor Glas-Castro hopes that word was getting around for criminals to stay out of Lake Park. Mayor O'Rourke thanked Captain Gendreau and PBSO for all they do for the Town and for the presentation.

2. Presentation by the American Red Cross regarding Services Available to the Town of Lake Park through a Mutual Aid Agreement.

Ms. Jennifer Durrant and Mr. Samul Pierre presented to the Town Commission (see Exhibit "B"). Mayor O'Rourke thanked them for their presentation and was grateful to the American Red Cross. Commissioner Michaud shared that the American Red Cross along with Wells Fargo Bank and the Palm Beach County Fire Rescue had a fire

extinguisher program where they visited all the homes around Bert Bostrom Park where they educated residents on the importance of fire extinguisher, installed them, and explained how to properly main them. Mayor O'Rourke stated that he was not aware that the Town did not have a shelter for residents should it ever be necessary for the Town to use. He stated that the topic would be discussed later this evening.

PUBLIC COMMENT:

Bill Reichel (see Exhibit "C"). Mayor O'Rourke read the public comment into the record. Mr. Reichel explained the purpose of his public comment. He requested an extension to the Special Exception on the property. Mayor O'Rourke explained that the issue could not be resolved today. Vice-Mayor Glas-Castro explained that Florida State Statute (F.S.) provides for these types of emergencies. She stated that F.S. 252.363 explains the expiration dates for development orders that may apply to this special exception. Mr. Reichel was asked to speak with staff regarding this matter.

CONSENT AGENDA:

- 3. April 8, 2020 Test Virtual Commission Meeting Minutes.**
- 4. April 15, 2020 Virtual Regular Commission Meeting Minutes.**
- 5. Proclamations for Water Conservation Month and Reuse Week.**
- 6. Proclamation for Support of the Guardian ad Litem Program.**
- 7. Resolution No. 34-05-20 Budget Amendment for Onsolve –CodeRed.**
- 8. Notification of Emergency Procurement: Execution of the Onsolve Services Agreement for the Provision of CodeRED Notification Service to the Town of Lake Park.**
- 9. Notification of Emergency Procurement: Work Authorization to Sunshine Land Design, Inc. for Emergency Operations and Maintenance to 72 Inch Stormwater Pipe and Bulkhead Wall at Lake Park Marina.**
- 10. Notification of Emergency Purchase: Renewal of the ShotSpotter Annual Subscription Services for 4/29/2020 through 4/28/2021.**
- 11. Notification of Emergency Procurement: Execution of Memorandum of Understanding (MOUs) with Waste Management for Emergency Stand-in-Solid Waste Collection Services (Commercial Dumpster and Residential Curbside Recycling).**

Commissioner Linden requested to pull items 7 and 8 from the Consent Agenda. Vice-Mayor Glas-Castro requested to pull item 11 from the Consent Agenda.

Motion: Vice-Mayor Glas-Castro moved to approve consent agenda items 3, 4, 5, 6, 9, and 10; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

Commissioner Linden raised concerns with approving the Onsolve CodeRed contract knowing that Creole was not an included language. Commissioner Michaud asked if Creole would be added in the future. Town Manager D'Agostino explained that several months have passed since the presentation from Onsolve CodeRed was before the Commission and staff has not moved forward because the representatives have stated that they have not been able to obtain Creole because it has so many dialects. He explained that he wanted to move forward with the contract during the COVID-19 pandemic so that they could reach out to as many people in Town as possible. Assistant Town Manager/Human Resources Director Bambi Turner explained that the purpose of the agenda item was to notify the Commission that the service agreement with Onsolve Code Red was signed pursuant to the emergency Ordinance. She stated that this agenda item was to notify the Commission of that action and agenda item number 7 was to budget the agreement. Town Manager D'Agostino explained that the Town uses other platforms, aside from Onsolve CodeRed to communication with the residents. Discussion ensued between Town Manager D'Agostino and the Commission regarding how to proceed with the agreement. Consent Agenda items 7 and 8 were tabled.

Vice-Mayor Glas-Castro asked how much Sanitation Funding was available to continue to use Waste Management for Commercial Sanitation and Recycling services. Town Manager D'Agostino explained that Waste Management was only used for one week early on during the pandemic. Finance Director Lourdes Cariseo explained that there were fund balance available in that account. She further explained that the Town would be applying for reimbursement from Federal Emergency Management Agency - FEMA for the expense. Public Works Director Richard Scherle explained that the expense was FEMA reimbursable due to the exigent nature of the procurement. He explained that as a Category B expense it was reimbursable for up to 90 percent. Vice-Mayor Glas-Castro asked that staff keep the Commission informed as it relates to funding Sanitation services. Public Works Director Scherle explained that the Town has only needed the support of Waste Management for one week and Waste Management did not gauge the Town during the immediate need for service.

Motion: Vice-Mayor Glas-Castro moved to approve consent agenda items 11; Commissioner Linden seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		
Commissioner Linden	X		

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

Motion passed 5-0.

BOARD MEMBERSHIP APPLICANTS:

12. Nominations for the Reappointments of Judith Thomas and Joseph Rice to the Planning & Zoning Board.

Motion: Commissioner Linden nominated Judith Thomas and Joseph Rice for reappointment to the Planning & Zoning Board; Vice-Mayor Glas-Castro seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC HEARING – ORDINANCE ON FIRST READING:

13. Ordinance 05-2020 Re-establishing Town Code Chapter 28-Taxation.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 28 OF THE CODE OF ORDINANCES TO CREATE A NEW ARTICLE V ENTITLED “ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTIONS”; PROVIDING FOR SECTION 28-251, ENTITLED “TITLE”; PROVIDING FOR SECTION 28-252, ENTITLED “INTENT”; PROVIDING FOR SECTION 28-253, ENTITLED “DEFINITIONS”; PROVIDING FOR SECTION 28-254, ENTITLED “ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION ESTABLISHED”; PROVIDING FOR SECTION 28-255 ENTITLED “APPLICATION FOR EXEMPTION”; PROVIDING FOR SECTION 28-256, ENTITLED “CONSIDERATION OF APPLICATION”; PROVIDING FOR SECTION 28-257, ENTITLED “APPLICATION FEE”; PROVIDING FOR SECTION 28-258, ENTITLED “REVOCAION OF EXEMPTION; RECOVERY OF FUNDS”; PROVIDING FOR SECTION 28-259 ENTITLED “APPEALS”; PROVIDING FOR SECTION 28-260, ENTITLED “SURVIVAL”; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: Commissioner Flaherty moved to approve Ordinance 05-2020 on first reading; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

Town Attorney Thomas Baird read the Ordinance by title only.

PUBLIC HEARING – ORDINANCE ON SECOND READING: None

NEW BUSINESS:

14. Discussion Item on Town of Lake Park Economic Stimulus Options for Struggling Businesses and Homeowners.

Town Manager D'Agostino thanked the Commission for providing their feedback (see Exhibit "D"). Community Development Director Nadia DiTommaso explained that the Town has performed several outreach attempts via mail to businesses related to the Federal Stimulus options that are still funded and available. Flagler Bank met with staff to provide information on how they could work with businesses in Town to apply for these funding opportunities. She further explained that earlier in the evening Mr. Bill Reichel misrepresented his situation by stating that it was a Special Exception, which does not appear to be the case. The Town does not have a Special Exception for his property. When he met with staff, he asked if the Commission would relax the Conforming Section of the Town Code. She explained that another situation that has come to staff's attention were request to relax the temporary signage Code allowing for feather flags to hang and for expediting permits for signage to include waiving permit fees. She explained several items that were included with the agenda item for discussion purposes.

Commissioner Linden made several suggestions on possible stimulus options for businesses in Town and in the Community Redevelopment Agency (CRA). He suggested if the CRA had available funds to be used for struggling businesses throughout the Town. He was in favor of expediting signage permits and waiving fees. He suggested an emergency CRA Board meeting to discuss these issues with the CRA Board. He suggested funding stimulus for residents with a \$50 food card to be used for groceries only in the Town.

Mayor O'Rourke agreed with temporary signage fee waivers. He shared experiences he has heard from residents and business owners throughout Town.

Commissioner Linden asked if CRA Funds could be used for businesses throughout the Town. Attorney Baird stated that CRA Funds could only be use for projects within the CRA Master Plan and could not be used for businesses outside of the CRA boundaries. Mayor O'Rourke asked if CRA Funds could be used in an emergency basis. Attorney Baird explained that he was not aware of any provision in the F.S. that would allow CRA

Funds to be used for projects that are not in the CRA Master Plan. Attorney Baird stated that the F.S. has provision for use of CRA Funds, but would suggest that the Town's General Fund be used instead. Mayor O'Rourke asked Town Manager D'Agostino to comment on the Town's General Fund budget. Town Manager D'Agostino explained that the Town has limited funds available as a result of COVID-19. He stated that the Town would be hurting financially and has considered a spending freeze as a result of the shortfalls. He stated that reducing fees and offering other waivers would affect the Town's overall shortfalls. He gave the Commission a few examples of how reducing fees are going to affect the fiscal year budget. Discussed ensued regarding funding stimulus in the Town.

Commissioner Linden asked if the outreach letter that would be mailed again to business owners notifying them of the Federal Stimulus options could include a request for their email address or phone number so that the Town could promote their business. He suggested hosting a Zoom meeting for the businesses. Town Manager D'Agostino explained that the prior purpose of the letter was to inform business of options they have for Federal funds.

Vice-Mayor Glas-Castro expressed concern that the COVID-19 pandemic would have to the Town revenues. She agreed with the Town Manager that administration need to watch Town spending and wait until more was known about the Town financial situation before offering stimulus for businesses.

Commissioner Michaud asked if staff was aware of any Town business that has applied for stimulus. Town Manager D'Agostino was not aware because business owners apply directly with the banks.

15. C-3/Promenade Shoppes/Twin City Mall Area Update.

Town Manager D'Agostino explained that staff has been working diligently on the process. Community Development Director DiTommaso updated the Commission on its efforts and working with the Village of North Palm Beach (see Exhibit "E"). She explained that the next step would be a joint workshop between the Town Commission and the Village of North Palm Beach as an in-person workshop because of the hands-on nature of the project, with a workshop date of mid to late June. This may allow for a fluid discussion and members of the public to participate. She stated that the following steps would include bringing forward the Comprehensive Plan, submission to the State and adoption of regulations. She explained that the timeline would be between September or October of this year.

Vice-Mayor Glas-Castro commented that Victor Kohl was conducting online public participation meetings, which has been working well. This allows for those that are not available to attend in-person to provide their input. She suggested having a virtual meeting instead of waiting until June or July. Community Development Director DiTommaso stated that it was originally discussed as an in-person meeting, but the Vice-Mayor had good points regarding a virtual meeting. She would move forward in requesting a virtual meeting so that the project would not be delayed much longer. Town Manager D'Agostino explained that the discussion with the Village of North Palm Beach

included an in-person workshop using the COVID-19 social distancing guidelines to allow for detailed discussion regarding this important project.

Mayor O'Rourke questioned how the multifamily residential units would not be included in the zoning. He stated that the Town was looking for a residential joint project moving forward. Town Manager D'Agostino agreed, that during the prior workshop sessions it was clear that residential rental units were included. He stated that no plans have been provided from the developer. Attorney Baird explained that in order to make the developers plans possible the Town has to adopt amendments to its Comprehensive Plan and then it has to develop the Land Development Regulations, so as of this day, staff has the plan amendment ready to bring forward to the Commission. The meetings with the Village of North Palm Beach would be to flush out the C-3 of both the residential and commercial components of the Zoning District, which would implement the Comprehensive Plan.

16. Request for authorization to provide a letter of support on Town letterhead for the distribution of \$312,028 of FY 2019 JAG funding for the County-wide Reentry Program and the Palm Frequent Users System Engagement Project within Palm Beach County.

Motion: Vice-Mayor Glas-Castro moved to approve the letter of support for the distribution of \$312,028 Fiscal Year 2019 JAG funding or the County-wide Reentry Program and the Palm Frequent Users System Engagement Project within Palm Beach County; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

17. Review of the Town Manager's Annual Performance Evaluation for the Period of May 1, 2019 to May 1, 2020.

Commissioners had no additional comments. Mayor O'Rourke asked when his contract expires. Town Manager D'Agostino explained that his contract would expire May 2021.

PUBLIC COMMENT: None

FUTURE AGENDA SUGGESTIONS:

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird had no comments.

Town Manager D'Agostino provided his comments and Financial Report (see Exhibit "F"). Mayor O'Rourke commented that the Town has not cut salaries or furlough employees, which was a positive position for the Town. He stated that businesses should not be pinched in order for the Town to remain in the financial situation. He asked that administration re-evaluate the permitting process and not add additional burdens on businesses. Town Manager D'Agostino explained that there may have been a misunderstanding that businesses would be requested to fill out a temporary Special Event permit for signage for a fee. The intention was not to take additional funds from businesses, but to allow them the opportunity to display that the business was open using additional temporary signage.

Commissioner Linden had no comments.

Commissioner Michaud had no comments.

Commissioner Flaherty had no comments.

Vice-Mayor Glas-Castro announced that the Florida League of Cities book "The City that Talks" were delivered to the Commission. She suggested that the Commission read the book, record it, and replay it on the Social Media platforms. She stated that the digital format includes Creole. Town Manager D'Agostino suggested having Strategic Marketing create a marketing piece that would be placed on the Social Media platforms. She congratulated Coastal Karma and Kelsey City Brewing, who are open Thursday – Sunday for take-out.

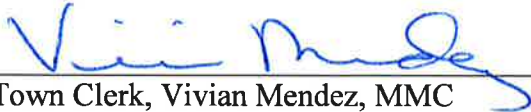
Mayor O'Rourke commented that opening businesses again would be great. He recapped that during the American Red Cross presentation it was suggested that the Town find a location for temporary shelter should it ever be necessary. He asked staff to look into finding an emergency shelter to be used. Town Manager D'Agostino explained that a temporary emergency shelter would require an alternative energy source. He explained that all of the Town's generators are over 20-years old. He explained that there are requirements and guidelines that are necessary to be considered an emergency temporary shelter for use by the American Red Cross for Town residents. Mayor O'Rourke asked if the contract with Johnson Controls included new generators. Town Manager D'Agostino stated that the Johnson Controls contract was for other essentials, not generators. Mayor O'Rourke asked if a Memorial Day celebration was still being scheduled. Special Events Director Riunite Franks explained that she was working with the VFW on a virtual event. Mayor O'Rourke congratulated Joseph Rice and Judith Thomas on being re-appointed to the Planning & Zoning Board. He suggested that a proclamation be issued to Judith Thomas for all her dedicated years of service to the Planning & Zoning Board. He asked that everyone stay safe and healthy.

ADJOURNMENT

There being no further business to come before the Commission and by unanimous vote, the meeting adjourned at 9:49 p.m.



Mayor Michael O'Rourke



Town Clerk, Vivian Mendez, MMC



FLORIDA

Approved on this 20 of May, 2020



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 6, 2020

Agenda Item No.

Agenda Title: Presentation of the 2019 Palm Beach County Sheriff's Office District 10 Year in Review

- [X] SPECIAL PRESENTATION/REPORTS [] BOARD APPOINTMENT [] PUBLIC HEARING ORDINANCE ON FIRST READING [] NEW BUSINESS [] OTHER:

Bambi McKibbon-Turner

Digitally signed by Bambi McKibbon-Turner DN: cn=Bambi McKibbon-Turner, ou=Town of Lake Park, ou=Assistant Town Manager/ Human Resources Director, email=bturner@lakeparkflorida.gov, c=US Date: 2020.04.17 10:43:54 -0400

Approved by Town Manager

Date:

Bambi McKibbon-Turner - Assistant Town Manager/ Human Resources Director

Table with 3 columns: Originating Department (Town Manager), Costs (\$ 0.00), Attachments (Copy of Presentation), Advertised (Not Required), and Summary Explanation/Background.

Summary Explanation/Background:

The purpose of this agenda item is the presentation by Captain Thomas Gendreau, Palm Beach County Sheriff's Office (PBSO) District 10 Commander, of the 2019 Year in Review setting forth the statistics concerning local law enforcement initiatives and reporting on various community involvement and engagement projects which PBSO has undertaken in the Town of Lake Park.

Recommended Motion: There is no recommended motion as this is a presentation only.

Palm Beach County Sheriff's Office – District 10
Town of Lake Park

2019 Year In Review



	<u>2018</u>	<u>2019</u>	<u>Change</u>
<u>Persons Crimes</u>			
Homicide	1	2	100%
Robbery	25	21	-16%
Sexual Assault	3	11	267%
Shooting	11	6	-45%
Stabbing	0	1	Increase
<u>Property Crimes</u>			
Burglary Business	38	19	-50%
Burglary Construction	3	0	-100%
Burglary Residential	59	30	-49%
Burglary Vehicle	120	113	-6%
Larceny	173	126	-27%
Stolen Vehicle	57	54	-5%
Stolen Vehicle Rec. (CAD Inc.)	26	30	15%*
Vandalism	86	60	-30%
<u>General Statistics</u>			
Arrests and NTA's	483	427	-12%
Total CAD Incidents	29830	35636	19%
Traffic Stops	2306	4503	95%
Business/Residence Checks	17360	20583	19%
CAD Inc.(less 10-50 & 10-61's)	10164	10550	4%
<u>FIR Information</u>			
Total FIR's	847	916	8%
Gang FIR's	8	6	-25%
Truant FIR's	2	7	250%
FIR's (less truant and gang)	837	903	8%

Technology Review

- SkyView – Real Time Crime Center Camera System
- Automated License Plate Readers
- Shot Spotter® System



SkyView – Real Time Crime Center Camera System

High Definition multi-camera system with live feed into PBSO's Real Time Crime Center

Deputies assigned to the Town of Lake Park have in-vehicle, mobile access to video feed

Integrated with Shot Spotter® to pan, tilt and zoom to areas where Shot Spotter® activation is detected



SkyView – Real Time Crime Center Camera System

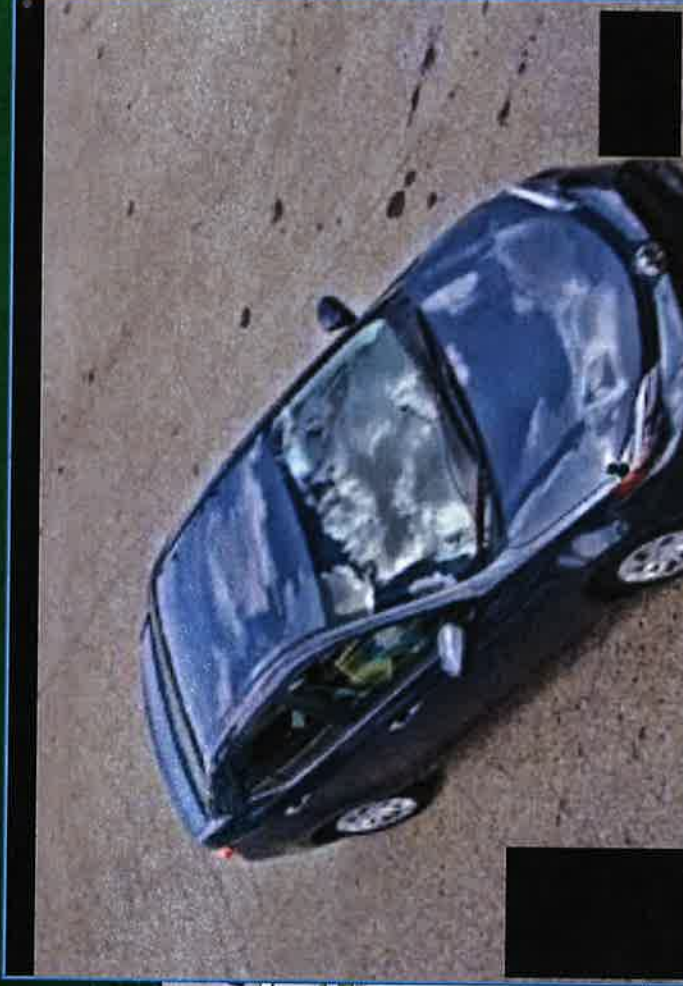
System was used and integral part of criminal investigations ranging from;

- Homicide investigations
- Capturing a shooting into a home on video
- Tracking and recovery of stolen vehicles
- Identification of suspect vehicles in vehicle theft cases
- Identification of suspect vehicles in commercial, residential and vehicle burglary cases
- Providing extra patrol of Town parks during day and night time hours
- Arrests for illicit drug use on Town owned property - Park Ave & Parks



SkyView – Real Time Crime Center Camera System

Actual Image of armed business robbery suspects, SkyView and LPR apprehension



Automated License Plate Readers

System was used and integral part of criminal investigations ranging from;

- Homicide investigations
- Tracking of and recovery of stolen vehicles
- Identification of suspect vehicles in vehicle theft cases
- Identification of suspect vehicles in commercial, residential and vehicle burglary cases



Automated License Plate Readers

- PBSO's Real Time Crime Center (RTCC) monitors tag readers, receives information which is then vetted and disseminates to law enforcement officers in the field.
- RTCC currently operates 40 hours a weeks



Automated License Plate Readers

RTCC was instrumental in the following cases during their operational period:

- Received 11,308 Tag Reader Alerts
- 10 Stolen Tag Recoveries
- 8 Stolen Vehicle Recoveries with 10 arrests made
- Processed 115 Stolen Tag Alerts
- Processed 22 Stolen Vehicle Alerts
- Processed 3 Missing Person Alerts



Automated License Plate Readers

PBSO Jurisdiction stolen vehicle recoveries for 2019 - 30

Map does not account for vehicles recovered which were stolen from other jurisdictions i.e.; Riviera Beach PD, West Palm Beach PD, etc.



Automated License Plate Readers



Actual image of a stolen vehicle detected by the LPR System; deputies engaged the vehicle which fled from them at a high rate of speed. Due to weather, traffic conditions and in accordance with PBSO policy for the public's welfare, the pursuit was terminated.

The stolen vehicle never returned to Lake Park after the incident.



Automated License Plate Readers



Surveillance from Theft

A silver Chrysler PT Cruiser (Y98-GRT) was being used to commit multiple enclosed trailer Burglaries in the industrial parks of Lake Park and Riviera Beach.

Three separate business incurred losses totaling \$4,000.

Charles Carrington 06/03/66 was identified and arrested in connections with the burglaries and theft



Actual image of vehicle from LPR



Vehicle on apprehension of suspect



Shot Spotter® System

From March 31st 2019 to December 31st 2019

4228 Incidents Recorded by Shot Spotter

Resulting in 51 Activations

- 14 Multiple Shot Detections
- 19 Single Shot Detections
- 18 Possible Shot Detections



Shot Spotter® System

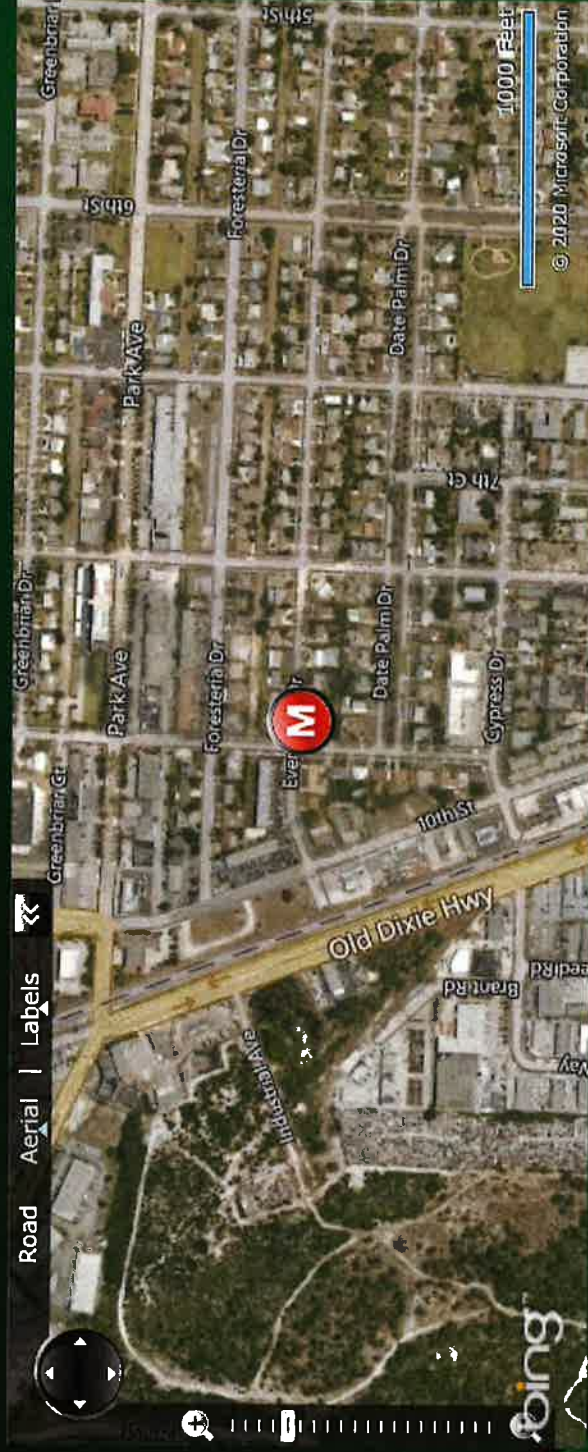
PBSO 19-146761

- Time of Shooting: 3:14 pm
- Response Time to Scene (2 deputies): 4 minutes 42 seconds
- 26 Rounds Fired – No Injuries, Property Damage Only
- 2 – 911 calls received
- SkyView Cameras & LPR System Capture Suspect Vehicle



Shot Spotter® System

PBSO 19-146761



Community Involvement & Engagement

- Lake Park Citizen's Academy – 6 Week Program
- Battle of the Badges Charity Kickball Game & BBQ (\$1000 Donated)
- Town of Lake Park Summer Camp Programs
- PBSO Sponsored and participated in the Lake Park Back To School Extravaganza
- PBSO Participated in the Family Health and Safety Expo
- Thanksgiving Turkey Drive
- Holiday Party and gift giveaway in collaboration with San Marco Villas



Community Involvement & Engagement



Community Involvement & Engagement



Community Involvement & Engagement



2020 – Quarter 1

(Update) Homicide - January 2019: A grand jury indicted Caleb Gilmore on charges of first-degree murder, attempted armed robbery and illegally possessing a gun stemming from the Jan. 2 shooting of the 32-year-old Carter. The indictment indicates that Gilmore tried to steal marijuana from Carter prior to shooting and killing him. **Arrest Made**

Homicide - 1500 Blk Prosperity Farms Road: (Shot Spotter Activation) Victim was driving through the parking lot of the shopping plaza when suspects drove up to the victim on a motorcycle and shot him thru the driver side window. **Broadus Peterkine and Divien Colson have been arrested on charges of first degree murder with a firearm, aggravated assault with a firearm, and shooting in to an occupied vehicle.**



2020 – Quarter 1

Stolen Vehicle Recovery – 700 Blk Veneto Drive: An LPR hit was received in the area of a stolen vehicle. The vehicle was located near Congress Ave and Park Avenue West. Upon sight of units, the driver fled and bailed out of the vehicle at the entrance to San Marco Villas. A perimeter was established and PBSO's helicopter located the driver hiding in the bushes at the back of the apartment complex. He was taken into custody without injury by a K9 unit. The vehicle was recovered and the suspect was charged with Grand Theft Auto and Resisting an Officer Without Violence. **Arrest Made**

Stolen Tag / Carryin Concealed Firearm - Bayberry Drive @ 2nd Street: On multiple occasions PBSO received LPR hits on a vehicle with a stolen tag traveling through Lake Park. The vehicle was located occupied by four subjects. The passengers was found in possession of a handgun in his front jacket pocket and was arrested for carrying a concealed firearm. Another loaded stolen handgun was located in the vehicle, other occupants released pending the DNA results from the stolen firearm. **Arrest Made**



2020 – Quarter 1

Shooting 1000 Blk of 4th St: Deputies responded to a Shot Spotter activation of nine gunshots in the area of 4t St. and Ilex Dr.

Through investigation; the use of the Shot Spotter, Lake Park SkyView System and LPR technology, the suspects and suspect vehicle were located and a traffic stop conducted on the vehicle. The shooter was arrested for Felon in Possession of a Firearm, Carrying a Concealed Firearm, Grand Theft of Firearm, multiple FTA Warrants, Discharging a Firearm in Public, Wearing a Mask during a Criminal Offense, Use/Display Firearm during a Felony. The driver of the car was also arrested for Felon in Possession of a Firearm, Probation Violation referenced to the original charge of - Carjacking with a Firearm and No Valid Drivers License. **2 Arrests Made**



2020 – Quarter 1

Theft / Vehicle Theft – Staples Office Supplies (LPR Assisted): Victim's trunk was open and she was in the process of loading a newly purchased printer, when two (2) suspects approached her and stolen her purse that she had placed in the shopping cart. The suspects fled on foot, going south before eventually returning to steal her vehicle as well. PBSO Aviation and South Florida Task Force units joined the investigation and maintained surveillance of the stolen vehicle. The suspects The suspects were processed and charged for the offenses of Petit Theft, Grand Theft (Auto), Burglary to Conveyance, Theft of Credit Cards and Trespassing. The suspects were later turned over to the JAC. The vehicle was turned over to the victim and was later removed from the scene by Sister's Towing. **2 Arrests Made**



2020 – Quarter 1

Located within Geographical Boundaries of Lake Park:

LPR Stolen Vehicle Recoveries: 11

LPR Stolen Tag Recoveries: 14



Commission Comments or Questions?





Exhibit "B"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 6, 2020

Agenda Item No.

Agenda Title: Presentation by the American Red Cross regarding Services Available to the Town of Lake Park through a Mutual Aid Agreement

- [x] SPECIAL PRESENTATION/REPORTS [] BOARD APPOINTMENT [] PUBLIC HEARING ORDINANCE ON READING [] NEW BUSINESS [] OTHER:

Approved by Town Manager [Signature] Date: 4/27/2020

Table with 3 columns: Originating Department (Human Resources), Costs (\$ -0-), Attachments (Copy of Presentation), Advertised (Not Required), and Yes I have notified everyone (BMT).

Summary Explanation/Background:

Jennifer Durrant and Samuel Pierre, Executive Director and Disaster Program Manager respectively for the Palm Beach and Martin Counties Chapter of the American Red Cross, will make a presentation regarding services available to the Town of Lake Park in follow-up to a disaster through a Mutual Aid Agreement, and will answer any questions that the Commission may have.

Recommended Motion: There is no recommended motion. This is a presentation only.



American Red Cross

Palm Beach and Treasure Coast

Response Guidelines: An Overview



Mission

The American Red Cross prevents and alleviates human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.



American
Red Cross

Our Services

Down the Street. Across the Country. Around the World.®



Disaster Services



Blood Services



Preparedness, Health and Safety Services



Service to the Armed Forces



International Services



American Red Cross

Most Common Disasters in Florida

Home Fires



Hurricanes



Thunderstorms



[RedCross.org/Prepare](https://www.RedCross.org/Prepare)



Section 1: Blue Sky Activity & Response

Individual & Community Preparedness

- ~~Home Fire Preparedness Campaign~~ Suspended due to COVID-19
- The Pillowcase Project
- Community Disaster Education
- Disaster Readiness Activities (training, exercises, etc...)



Response: Single & Multi Unit Residential

~~Home Fires~~ Adjusted due to COVID-19

Response: What We Typically Do

Up To 7 Families

- Routine response, handled at chapter level
- Direct Client Assistance for emergency related needs
- Based on livability
- Recovery & referral information

8 or More Families

- Direct client assistance still provided
- Prompts a senior management discussion regarding shelter options & cost effectiveness
- Factors include # of clients, duration of displacement, time of year, & shelter availability



American
Red Cross

Red Cross Response Notification

- Event Occurs
- During interview, occupant agrees to or requests Red Cross assistance
 - Dwelling can be deemed livable or unlivable
- Responding agency notifies Red Cross
- Agency dispatch calls Red Cross dispatch line @ **561.650.9127**
- Once a response is deemed appropriate, Red Cross dispatchers contact DAT and provide information necessary to respond, deploy DAT
- DAT responders assess needs of clients and provide direct client assistance as needed
- Red Cross caseworkers follow up with client to continue providing disaster related assistance



561.650.9127

Response: Canteening

- Typically for longer duration responses (>4 hours)
- Serves 1st responders assisting with disaster response efforts
- Also serves shelter residents & others in need of hydration, snacks, & food as appropriate





- ❖ **Counties:** 67
- ❖ **Population:** 20.9 million
- ❖ **Housing units:** 9.4 million
- ❖ **2016 Tourism:** 98 million domestic & 14.8 million international

Florida Facts

Response: What We Typically Do

Response: Shelter Operations – Adjusted due to COVID-19

- Varies by county
- Red Cross does not manage evacuation shelters in both Palm Beach & Martin
- In recovery shelters, provide staffing, meals, snacks, water, & other necessary items for the safety and well being of clients (blankets, cots...)



Response: What We Typically Do

Response: Feeding

Red Cross provides food, drinks, and snacks to those affected by disasters of all types. Feeding is offered to all who need it during an event, regardless of that person's role in the response and relief effort

Fixed Site Feeding

- Takes places at locations in & near the disaster-affected area

Mobile Feeding

- Uses emergency response vehicles & other vehicles to distribute prepared food to clients in their neighborhoods

Response: What We Typically Do

Response: Distribution of Emergency Supplies

- Provide items essential to basic survival, health, and sanitation as quickly and equitably as possible
- Items meet the specific, urgent needs of the disaster-affected community
- Based on event size and scope, response may be phased & multi-faceted
- Distribution methods are coordinated with partner agencies



Response: What We Typically Do

Response: Disaster Assessment

- The Red Cross conducts disaster assessment by observing, collecting, assessing, processing, and recording information related to disaster damage
- We conduct detailed disaster assessments for the purposes of client assistance

Response: What We Typically Do

Recovery & Client Casework

- A humanitarian process that assists disaster-affected individuals & families in their recovery
- Services are provided with the intent of helping clients bridge the gap between what they can accomplish on their own and what is necessary to allow them to move through the recovery process
- Services are provided upon a client's request, and they may overlap the response & recovery phases
- Building personal resilience and future preparedness while meeting their immediate disaster related needs are our ultimate goals

Response: What We Typically Do Not Do

Provide Facilities For Sheltering

- The Red Cross does not own any shelter facilities
- Partner with local agencies and organizations to utilize appropriate facilities in our efforts to provide assistance to clients
- We rely on local jurisdictions to provide security needed to ensure the safety and well being of our clients
- Shelter agreements are signed with all facilities to document partnerships
- Request local governments to include facilities in their disaster plans that are suitable for use after major disasters, for localized recovery efforts

Legislated Transportation Incidents

Any event involving a mode of transportation that does any of the following:

1. Results in fatalities or injuries
2. Dislocates people
3. Separate family members
4. Damages or destroys homes

By the NTSB Federal Family Assistance Plan, Red Cross serves as lead in family care & crisis intervention.

1. Assign a rep to the Joint Family Support operations center
2. Assess the needs & available resources of other crisis support agencies
3. Provide/coordinate Child care, mental health, & spiritual care for survivors, families, and those involved in the response
4. Plan interfaith memorial services
5. Process all spontaneous volunteers
6. Establish a liaison w/ carrier at each supporting medical treatment facility

Family Assistance Center (RC) / Family Assistance & Survivor Care Center (PBCEM)

Addresses the informational, psychological, spiritual, medical, and logistical needs of survivors and families

- Operations management
- Disaster mental health
- Disaster health services
- Disaster spiritual care
- Casework and recovery planning
- Mass care
- Public affairs

Non-legislated mass casualty events

- A Family Reception Center (FRC) will be established within 2 hours of the incident.
- PBC Community Services is the lead, supported by ARC
- A Facility Assistance & Survivor Care Center (FASCC) will be established within 12 hours of the incidents OR beginning of next business day
- The Director of PBC Community Service or a designee will be the FASCC manager and reports directly to EOC via the mass care unit

Non-legislated mass casualty incidents

Red Cross roles & responsibilities include:

- ✓ Establish reunification through “safe and well” website
- ✓ Childcare (provide pre-screened providers)
- ✓ Disaster mental and spiritual care
- ✓ Mass Care (feeding and sheltering)

Service to the Armed Forces Continuum of Care

The American Red Cross is there every step of the way for members of the military, veterans and their families.

ENLISTEE

VETERAN

Information & Referral Services

- Connect with community resources throughout career

Coping with Deployments

- Prepare families to navigate the separations throughout military life

Emergency Services

- Deliver verified messages during emergencies at home
- Access to financial assistance and resources

Military Hospital & Clinic Programs

- Provide comfort and build morale
- Enhance therapy programs

VA Hospital Programs

- Provide comfort and build morale
- Enhance therapy programs

Get to Know Us Before You Need Us

- Assure military families that help is always available

Global Service Delivery

- All Red Cross services provided at home and at overseas installations

Deployment Teams In-Theater

- Deliver emergency messages
- Provide on-the-ground comfort and build morale

Reconnection Workshops

- Build skills for successful reintegration at home, work and in communities

Veteran Services

- Provide information & referral services
- Assist with Veteran Appeals



**American
Red Cross**

Emergency Messages & Critical Community Services

- Available 24/7/365
- Emergency Communications with verified information
- Provide Access to Financial Assistance
- Follow-Up to ensure needs are met



Hero Care App

1-877-272-7337

SAF CASEWORKER



International Services

Core Services

- Education (Outreach, Briefings, Events & Special Projects)
- Restoring Family Links
- International Humanitarian Law

THANK YOU!



Jennifer Durrant

Executive Director

Jennifer.Durrant@redcross.org

(772)284-9898

JOIN AMERICAN RED CROSS 

Fire: 561.650.9127

Armed Forces: 1-877-272-7337





TOWN OF LAKE PARK
PUBLIC COMMENT SHEET

Exhibit "C"

MEETING DATE: WEDNESDAY, MAY 6, 2020
VIRTUAL REGULAR COMMISSION MEETING
6:30 P.M.

Instructions: *Please complete this sheet, including your name and address; once the sheet has been completed, please mail, place in the Dropbox outside of Town Hall, or email it to the Town Clerk at townclerk@lakeparkflorida.gov. The comments will be read into the record during the public comment portion of the meeting.*

Sheets must be received 24-hours in advance of the meeting.

Name: Bill Reichel - 8845 N Military Trail, Palm Beach Gardens, FL 33410
Subject: 572 Northlake Blvd., Lake Park, FL
Address: _____

If you are interested in receiving Town information through Email, please
provide your E-mail address: breichel@reichelrealty.com

I would like to make comments on the following:

Concerning the property located at 572 Northlake Blvd. (former Mitsubishi

dealership). I am a shareholder in the ownership entity. We had a transaction

fall through as a result of the Covid 19 Pandemic, the buyer out of New York

got ill. Our special exception for a car dealership is scheduled to expire at the
end of July 2020. We have another transaction pending with a seasoned owner
of Mitsubishi dealerships in other areas. We respectfully ask for an extension
to the special exception grandfathering till the end of 2020 as a result of
the Pandemic and its effect on the economy throughout the country.



Exhibit "D"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 6, 2020

Agenda Title: FOLLOW-UP Discussion Item on Town of Lake Park Economic Stimulus Options for Struggling businesses and homeowners.

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

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager Bambi McKibbon-Turner Date: 2020-04-29 13:38:59 -0400

Nadia Di Tommaso / Community Development Director
Name/Title

Digitally signed by Bambi McKibbon-Turner
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, ou=Assistant Town Manager/
Human Resources Director, email=blturner@lakeparkflorida.gov, c=US
Date: 2020.04.29 13:38:59 -0400

Digitally signed by Nadia Di Tommaso
DN: cn=Nadia Di Tommaso, o=Town of Lake Park, ou=Community Development Director,
email=ndtommaso@lakeparkflorida.gov, c=US
Date: 2020.04.29 13:38:59 -0400

<p>Originating Department:</p> <p style="text-align: center;">Community Development for the Town Manager's Office</p>	<p>Costs: \$ 0.00</p> <p>Funding Source: N/A at this time</p> <p>Acct. #</p> <p><input type="checkbox"/> Finance _____</p>	<p>Attachments:</p> <ul style="list-style-type: none"> → West Palm Beach COVID-19 Recovery and Assistance Program and Boynton Beach's Small Business Relief Forgivable Loan Program → CaresAct Presentation and Notes → Commissioner Linden's Proposal → SBA and Bridge Loan Assistance (along with latest SBA Paycheck Protection Program Loan) → Town Zoning Map identifying the CRA Area
<p>Advertised:</p> <p>Date: _____</p> <p>Paper: _____</p> <p><input checked="" type="checkbox"/> Not Required</p>	<p>All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.</p>	<p>Yes I have notified everyone _____</p> <p>OR</p> <p>Not applicable in this case <u>ND</u></p> <p>**SBA/Bridge Loan program notification has been provided through several media outlets, including direct mail</p> <p>Please initial one.</p>

Summary Explanation/Background:

Pursuant to the discussions at the April 15, 2020 meeting, the Town Commission requested that a follow-up discussion occur at the May 6, 2020 meeting. In order to prepare for this discussion, Acting Town Manager, Bambi McKibbon-Turner, reached out to the Commission individually for feedback in order to facilitate the discussion on May 6.

Staff's original information provided on April 15, along with a request from a commercial property owner to consider relaxing the **non-conforming use Town Code Section (78-216)** has also been included below.

This consideration is still being sought and is open for discussion should the Commission desire to pursue this suggestion. Since April 15, another business owner in Town requested that the Commission consider relaxing the **temporary signage** code for feather flags and similar type signage, so as to allow more business promotion during these difficult times. While Staff does not recommend relaxing the permitted duration (14 days on average), or the standard temporary signage regulations that would normally apply, Staff would consider an expedited review for these types of permit applications and if the Commission desires, waiving the \$100 application fee (this must be at the direction of the Town Commission). This is an added item for consideration. In addition, **copies of the West Palm Beach COVID-19 Recovery and Assistance Program, along with Boynton Beach's Small Business Relief Forgivable Loan Program details are also enclosed as added information.**

The Commission's submissions for additional discussion include the following:

VICE-MAYOR GLAS-CASTRO

"I really think it's too early to talk about provide financial assistance to businesses. We don't know what the full effect is going to be on our revenues. Other cities are projecting revenue shortfalls of \$3-15million. Other cities are furloughing employees, or reducing employee pay to help get through this State of Emergency.

I really doubt we will know any more by May 6th to be able to discuss this further. Yes, we would all like to help our struggling businesses, but We have a fiduciary responsibility to our taxpayers first. We may need to pull revenues from our various accounts just to provide basic levels of service next fiscal year."

COMMISSIONER LINDEN

"I was just on a Palm Beach Chamber zoom meeting with Mark James of Raymond James in Palm Beach Gardens. It was all about small business and what they can and cannot do and one of the best and clearest explanations I have heard so far. Roger was on the meeting also. My thought, if we could do the same meeting for all of our business and possible invite banks it would answer just about ant question they would have. Brittany Cartwright from Palm Beach Chamber put this one together." (enclosed is a copy of the Cares Act Presentation and notes referenced here)

"Lake Park proposed stimulus program. (also enclosed as a separate attachment)

Business Stimulus

There is one major concern that needs consideration and clarification prior to moving forward: With approximately 750 businesses in Lake Park which includes 330 in the CRA, offering the stimulus to only the CRA are we opening up the Town for a possible class action law suit ? (Tom Baird?)

My plan for business stimulation has three phases: 1- immediate needs, 2- recovery help and assistance, and 3- sustainability and long term support. First, I suggest setting up a Zoom meeting for every business in Lake Park explaining our plan. This would be coordinated with a direct mail piece explaining the same thing.

Phase 1 ideas:

-Money to pay for loss of income, utilities, mortgage / rent, or employee retention. Assuming they did not receive PPP, if they did receive PPP they would be eligible for 1/2 of this proposal. I would propose a one time grant of 2% based on 2019 gross sales with a cap of \$5,000. I would propose / design a one page, extremely easy to fill out application. Also working with a local banker, possibly set up a long term, (24-36 months) low interest loan or CD with the Town as a possible guarantor?

For a business open less than one year, with no history of sales, the same would apply based on their business plan or projected operating costs.

Train someone in our office to be fluent in SBA loans, Paycheck Protection Program (PPP) and Economic Injury Disaster Loan (EIDL) grants so they could work with business owners filling out and assisting with the banking process. Filling out the paper work for any of the three is a deterrent for many. It would be very useful if we could find a bank to work with the Town that we have a relationship with.

Phase 2 ideas:

-For remainder of 2020, allow new temporary signage without permits (as long as it doesn't interfere with traffic or sight lines). Dramatically reduce the costs of permits for 60 days by 50% as long as the work is completed within that time frame. This would only apply to improving the existing business, not new construction.

Phase 3 ideas:

-Create and distribute a Business Directory, listing every business in Lake Park under specific headings including their brick and mortar location (if applicable), phone number, email and web address. This publication should go out to every resident and business in Lake Park. A link to the digital version of it should also be on the front page of our website and newsletter. We need to encourage 'live, shop, and support Lake Park'. This would all be done at no charge for businesses. In the monthly newsletter, one business from each heading should be featured. We should also reach out to PRGuru and Strategic Marketing for help and support at no additional cost to the Town. Hold a monthly Zoom meeting exclusively for the business for questions, concerns, and updates.

Residential Stimulus

- 1. Reduce any existing fine by 50% and eliminate court cost for any code violation from March 1st., ending on July 31st.*
- 2. Reduce any code violation to a written warning only until July 31st. If the infraction is not resolved, then a code violation could be imposed.*
- 3. Supplement the cost of repairs (grant) for a warning or violation up to \$500.00 dollars. The grant would apply If the violator is on a fixed income, SSI, or unemployed, this would be in effect for the remainder of the year. This would be for owners only not renters unless, their lease reads the renter*

is responsible for repairs and upkeep of the property.

4. Reduce the cost of small project permits (maybe under \$5000) by 50% for existing residents as long as the work is completed within 60 days.

5. Putting money back in the community: Each resident would receive a \$50.00 food credit (debit card)(would have to work with the bank on a special account) to be used at either Lake Park Publix, Lake Park Aldi, Caribbean Grocery, Saigon Oriental Food Mart or Neighbor's Food Mart (no cash value), good for food only? (counting on cost reduction from the stores of minimum of 10%, the Town of Lake Park agrees to only use the discount for the cards). The distribution of these cards needs to be given some thought/discussion to prevent theft and fraud. If they are mailed out to each address, the only way they can be redeemed would be with a photo ID showing the same address."

(end of Commissioner Linden proposal)

INFORMATION PROVIDED AT THE APRIL 15, 2020 VIRTUAL MEETING

COVID-19 came a surprise to everyone. With it, came unprecedented measures and impacts to businesses and homeowners that are estimated to continue to worsen for months to come. The business community has been disproportionately impacted by having to shutdown and layoff employees in order to protect the public's health, safety and welfare, which is everyone's number one priority at the moment. The Town of Lake Park is home to 800+ businesses and approximately 1,248 single-family parcels along with approximately 214 multi-family parcels (with approximately 3,242 housing units throughout the Town). For a smaller Town like Lake Park, this is a significant spread that may require financial (or other types) of mitigation to limit the long-term economic impacts like possible business closures; increased unemployed; and homeowner foreclosures that may have an impact on the Town as a whole. While we are fortunate to have had a significant upswing up until this point and we are hopeful that it continues in the best way possible, Staff believes the Town Commission should have a serious discussion on economic stimulus assistance that may be available Town-wide using the following outline that may assist in the discussion:

(1) SBA and Bridge Loan Assistance programs available Town-wide (business community):

These programs are not administered through the Town however, the related information (also enclosed with this agenda item as a reference) has been made available to the business community through our various media outlets, as well as through direct mail. All notification sent/published includes a standard message informing the businesses that the programs are subject to change, reminding them to always refer to the Town's official website for the most up-to-date information. This will ensure that anyone interested refers to our website for any additional programs that may become available as well.

(2) Smart Growth Recommendations for Recovery - applicable Town-wide (business community):

With a \$2 trillion emergency stabilization package already approved, Congress and their administration will continue developing other economic recovery legislation over the coming weeks and months. They will continue to need to prioritize immediate, emergency steps required to avert economic disaster, and secondly, they need to focus on catalyzing a long-lasting recovery in the wake of this prolonged crisis. The intent is to invest in a way that provides a foundation for long-term economic growth. Funds must go to investments that build lasting economic prosperity and ultimately help everyone have the opportunity to live in a place that is healthy, prosperous, and resilient. The Town Manager's Office and Community Development Office will be

participating in a webinar geared towards policy proposals and economic growth on April 15 (during the day) and may have additional information available in this regard at the Town Commission meeting.

- (3) Local Government Emergency Loans for Small Businesses in the CRA only (business community): There have been some initial discussions with the Town Attorney on a similar program that is being crafted in North Carolina. There, it states that local governments have statutory and constitutional authority to establish a small business emergency loan program. The Town Attorney is researching the applicability to Florida law however, the intent will be, if legally possible, to work with a financial institution to administer a loan program to assist businesses located in the Community Redevelopment Area (CRA). This is anticipated to be a "last-resort" loan program after an applicant can demonstrate that they have exhausted all other assistance options through other State, Federal and outside agency programs. A Zoning Map that identifies the CRA is enclosed. The CRA is in a financial position where it may have funds to distribute to businesses in need, unlike areas outside the CRA that are funded through our General Fund, a Fund that already has the entire budget specifically allocated without the same flexibilities to collateralize like the CRA. The CRA will likely need to post some type of collateral to set up the fund and a specific set of qualifying criteria would need to be determined along with claw-back provisions. This agenda item allows the Town Commission to opine on their interest in this type of CRA loan program, which of course would need to be presented to the CRA at their next regularly scheduled meeting in June.

- (4) Relaxation of Town Code Section 78-216 (Town-wide, business community) – Nonconforming uses of structures or of structures and premises in combination:

(4) When a nonconforming use of a structure, or structure and premises in combination, discontinued or abandoned for six consecutive months or for 18 months during any three-year period (except when government action impedes access to the premises), the structure, or structure and premises in combination, shall not thereafter be used except in conformance with the regulations of the district in which it is located.

A perfect example of the above scenario is the (previous) Mitsubishi dealership at 572 Northlake Boulevard. This property has been operated as a car dealership for many years. The above provision would prohibit a car dealership to resume operations if it ceases operation for six (6) consecutive months (as one criteria listed). The dealership ceased operation on February 1, 2020. The property was under a sales contract with another car dealership who was interested in occupying the property. With the arrival of COVID-19 shortly thereafter, this sales contract fell through due to increased uncertainties. On August 1, 2020, the opportunity to re-instate a car dealership will be lost due to the current zoning district requirements. Staff is recommending that the Commission consider relaxing this Code Section, by allowing a 6-month extension (for a total of 12 months) for uses in similar scenarios so as to avoid having increased vacancies on parcels.

If there is a desire to move forward with this item, Staff can bring back a Resolution for approval at our next available meeting. This would apply Town-wide.

- (5) Community Beautification Improvement Program (CBIF) for homeowners Town-wide (residential community): This program has historically set aside a minimum of \$10,000 annually to assist property owners in remedying code violations pursuant to certain criteria, including demonstration of financial hardship. Currently, the fund has \$98,360 available. While the Community Development Department has considered bringing forward a revised CBIF program for quite some time now, since it is still scheduled to come before the Town Commission at a future meeting, perhaps the Town can consider this pool of money (on a one-time basis) as an option to provide improvements that serve to enhance the residential community in order to maintain property values, and improve the quality of life, given our current health crisis scenario

and the unintended impacts it will bring to communities with residents who have less disposable income, due to increased unemployment. Perhaps a recreational upgrade option that provides free activity and recreation to individuals and families who may experience difficulties participating in other paid activities due to the impacts of COVID-19. If the Town Commission is generally interested in the concept of Staff determining whether repurposing the funds is possible, Staff can research this option and explore project ideas and bring them back to the Commission for further discussion.

(6) Any additional suggestions from the Town Commission

Recommended Motion: For discussion and possible direction pursuant to the information provided.

COVID-19 Recovery and Assistance Program

To support the small businesses in West Palm Beach, the City has created a partnership with the Downtown Development Authority, Urban League of Palm Beach County and Valley National Bank developing a fund to issue short term loans. The City and Downtown Development Authority have dedicated funds to create the COVID 19 Recovery Assistance Program.

Application Questions

If you have filled out an loan application and have a question on the status of the loan of your application please access the portal here: <https://www.wpb.org/?splash=https%3a%2f%2fgcc01.safelinks.protection.outlook.com%2f%3dfurl%3dhttps%253A%252F%252Fportal.neighborlysoftware.com%252Fwestpalmbeach%252FParticipant%26data%3d02%2527C01%2527Cgmarcelo%2540wpb.org%2527C5b0d5816239e4cfbd85308d7e56c06de%2527Ca2709f4de440488c85f0c504b3e46af2%2527Co%2527C637230124439017056%26sdata%3d90Z3Labe5ytOH3py9rYiUu%2527FhSEpCANX3OTyCePV39q0%253D%26reserved%3d0&isexternal=true>

Any additional questions, please contact us at EcoDev@wpb.org or call 561.822.1416

Application Steps:

Step 1: Review the Eligibility Requirements:

1. Is the business is located within the jurisdiction of the City of West Palm Beach?
 1. Map of the City of West Palm Beach and Downtown Development Authority Boundaries
2. Is the business legally authorized to do business within the City of West Palm Beach by virtue of a valid business license (proof by a Business Tax Receipt)?
3. Was the business adversely impacted by the COVID-19 pandemic economic fallout?
4. Is the business property free of any City lien encumbrances and code violations?
5. Are the Property taxes on the property current (applicable if business owner is property owner)?
6. Has the business been opened and operational for a minimum of 18 months?
7. Are the business gross annual revenues less than one million (\$1,000,000) dollars?
8. Is the business owner's credit score over 620?
9. Does the business have less than \$150,000 in liquid assets?
10. Has the business registered with SBDC for business assistance (SBDC at FAU)?

IF YOU ANSWERED 'NO' TO ANY OF THE ABOVE QUESTIONS, YOUR BUSINESS WILL NOT QUALIFY FOR THE COVID-19 ECONOMIC DEVELOPMENT RECOVERY ASSISTANCE LOAN.

Step 2: Required Documentation:

Be sure to have the following required documentation ready prior to beginning the application process, as this will be needed to complete the application:

- Business Income Statement
- Company's Business Registration
- Past 3 months Bank Statements for Business
- Photo ID

Step 3: Fill Out Online Application:

Once you have reviewed the eligibility and have all your documents ready apply for the Recovery and Assistance Program.

Program Overview and Summary

To support the small businesses in West Palm Beach, the City has created a partnership with the Downtown Development Authority, Urban League of Palm Beach County and Valley National Bank developing a fund to issue short term loans. The City and Downtown Development Authority have dedicated the following amounts to create the COVID 19 Recovery Assistance Program.

City of West Palm Beach - \$259,000 – City wide businesses

Downtown Development Authority (DDA) - \$50,000 – For businesses in the DDA District

The COVID-19 Economic Development Recovery Assistance Program is designed to provide financial assistance to businesses to achieve the following objectives:

- Provide financial assistance to assist small businesses with meeting basic obligations such as rent, payroll and utilities to remain viable over a 30-60-day period;

- Initiate a process that leverages other public assistance programs and private dollars;
- Encourage businesses to maintain their labor force;
- Loans available between \$5000 and \$10,000.00

For additional information or if you have questions please reach out to the City of West Palm Beach at EcoDev@wpb.org or if you are a Downtown West Palm Beach business you can contact the DDA.



April 23, 2020 9:25am

SMALL BUSINESS COVID-19 RELIEF FORGIVABLE LOAN PROGRAM

[HOME \(/\)](#) / [NEWS \(/NEWS\)](#) / [SMALL BUSINESS COVID-19 RELIEF FORGIVABLE LOAN PROGRAM](#)

The City recognizes that small businesses have suffered substantial economic loss due to the COVID-19 pandemic. In response to the economic impact on our businesses, the City's Department of Economic Development and Strategy budgeted \$60,000 and created the Small Business COVID-19 Relief Forgivable Loan Program.

This forgivable loan program will be awarded on a first-come-first, serve-basis and provide direct funding for rent/mortgage, payroll, or utility expenses. Eligible businesses are encouraged to apply for the

Small Business COVID-19 Relief Forgivable Loan Program (<https://weblink.bbfl.us/Forms/EDReliefLoanAppl>) immediately. The loan period is from April 1, 2020 until funds are expended.

The Program will provide businesses with between 2-50 employees or sole proprietors up to \$3,000 in an interest free loan. If the business can show compliance with the program and that the loan was used towards payroll, utilities, or rent/mortgage expenses within four (4) months of the loan date, the loan will be forgiven and the business will not be required to repay the loan. Loan recipients will be required to sign a promissory note to ensure compliance with the program and loan terms and conditions. The City has sole discretion to determine compliance with the program and loan terms and conditions sufficient to allow forgiveness of the loan.

Questions? Call John Durgan at 561-742-6014 or email durganj@bbfl.us (<http://durganj@bbfl.us>).

For Americans with Disabilities Act (ADA) accommodations, call 561-742-6241 or Florida Relay 711.

CATEGORY: [Media Releases \(/news?field_tags=213\)](/news?field_tags=213)



City Hall: 3301 Quantum Blvd, Suite 101
Boynton Beach, FL 33426
Phone: 561-742-6000
[Contact City \(/contact\)](#)

[SITEMAP \(/sitemap\)](#)

[PRIVACY POLICY \(/privacy-policy\)](#)

[ADA NOTICE \(/ada-notice\)](#)

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CARES Act Meeting Notes

This presentation discussed the CARES Act and how it impacts individuals and small businesses. Much of the material relates to tax law and its applicability will often be case-by-case, but the following terms are ones we should share with those asking us for assistance.

For Individuals:

- The presentation covered the criteria for receiving a check in the upcoming mailout (\$1,200 for individuals, \$2,400 for married couples); the general cap is for those making less than \$75,000 a year; those who have filed their taxes as a dependent will not qualify.
- “Impacted” Individuals may make penalty-free deductions from their IRAs and will not be subject to the standard 10% early withdrawal tax.
- It is possible to take a loan out of your 401K (up to 100%)
- It is possible to suspend mortgage for 180 days, provided this money is all repaid at the end of the 180 days
- There is a federal moratorium on evictions for non-payment of rent that will last 120 days; no evictions may be made until 30 days after the moratorium is lifted

For Small Businesses (500 employees or fewer):

- Small Businesses are eligible for loans through the Small Business Administration for payroll coverage between 2/15/20 and 6/30/20 if struggling to pay employees.
- There are also loan forgiveness provisions; businesses that have maintained their current staffs through the disaster are most eligible, while those who have laid off employees may receive a reduced rate.
- Employee retention tax credit: this is a good option for small businesses with part-time employees whose operations are suspended due to COVID. The provision more specifically applies to those businesses who have lost half of their revenue relative to the revenue collected during the same quarter last year.
- Temporary increase on business expense taxable deductions: this has increased from 30% to 50% and will allow some business owners to write off more of their expenses as nontaxable.
- Net Operating Loss may be carried back to reduce prior year income and claim refunds.
- Businesses that make improvements can amend their tax returns to claim improvement depreciation on recent investments to lower their taxable income.
- Additionally, the Act provides relief for Medicare users, expands telehealth services, and allocates \$30 billion in funding for educational institutions.

RAYMOND JAMES

The CARES Act: Individuals

Understanding how the stimulus bill affects individuals

Given the enormity of the 2020 Coronavirus Aid, Relief, and Economic Security (CARES) Act, there is much to consider in determining how provisions in the stimulus bill can help individuals.

OVERVIEW

Passed on March 27, 2020, the CARES Act provides an estimated \$2 trillion in fiscal stimulus to combat the economic impact of COVID-19, and provides the healthcare industry the financial support, equipment and protection it needs to combat the virus.

As the COVID-19 pandemic has affected life in ways we couldn't imagine, the deadly virus and efforts to contain the spread have prompted a significant government response. The legislation is intended to combat the economic risks associated with a slowdown in individual spending, and helps businesses of all sizes avoid closures and employee layoffs. It also provides necessary funds to help support states and municipalities.

This document highlights the major provisions that are aimed at providing relief to individuals affected by the coronavirus.

RECOVERY REBATES FOR INDIVIDUALS

The act provides payments to taxpayers (subject to income limits) in the way of a credit of \$1,200 per individual and \$2,400 per married couple filing jointly. There is also a \$500 credit per qualifying child under the age of 17. The payment is reduced by 5% of the individual's adjusted gross income over \$75,000 (\$112,500 for head of household; \$150,000 for joint filers). The payment will fully phase out when income reaches \$99,000 for single filers, \$146,500 for head of households with one child and \$198,000 for joint filers. Individuals who have no income, as well as those whose income comes from non-taxable sources, also qualify for the advance payment. The eligibility for the payment is based on the taxpayer's 2019 tax return. If the return has not been filed, eligibility is based off of the 2018 tax return. For most Americans, the credit will arrive in April 2020 through direct deposit, while others may receive a check in the mail.

IMPORTANT TOPICS

- Recovery rebates for individuals
- Retirement plans, distributions and contributions
- Expansion of health coverage
- Home owners and renters
- Relief for student loan borrowers

RETIREMENT PLANS, DISTRIBUTIONS AND CONTRIBUTIONS

PENALTY-FREE DISTRIBUTIONS FROM RETIREMENT ACCOUNTS

A coronavirus-related distribution of up to \$100,000 can be made from IRAs, employer-sponsored retirement plans or a mix of both by an individual impacted by the coronavirus. A coronavirus-related distribution includes one that is made to:

- An individual diagnosed with COVID-19.
- A spouse or dependent of a person diagnosed with COVID-19.
- An individual who experiences adverse financial consequences as a result of being quarantined, furloughed or laid off, or having work hours reduced due to COVID-19.
- An individual who is unable to work due to lack of childcare due to COVID-19.
- An individual who has closed or reduced hours of a business owned or operated by the individual due to COVID-19.
- Other factors as determined by the Secretary of Treasury.

While withdrawals from retirement plans will likely have a negative impact on retirement plans, such withdrawals for individuals under age 59 1/2 will avoid the 10% federal premature distribution penalty tax. The distribution will still be taxed as ordinary income.

A taxpayer can elect to include all of the income from a coronavirus-related distribution in their 2020 income or spread the income over three years (2020, 2021 and 2022).

In addition, the affected individual has up to three years after the day of the distribution to roll over all or a portion of the amount back into the retirement account. The rollover can be made as a single or multiple repayment over that three-year period. In instances where taxes have been paid on a withdrawal, the individual should consider filing an amended tax return.

LOANS FROM QUALIFIED PLANS

Employer-sponsored retirement plans such as 401(k)s and 403(b)s normally allow loans of up to 50% of the vested account balance not exceeding \$50,000. The limit has been raised substantially to 100% of the vested account balance up to \$100,000. This rule applies to loans taken within 180 days

of enactment of the bill.

TEMPORARY WAIVER OF REQUIRED MINIMUM DISTRIBUTIONS (RMDs)

Required minimum distributions (RMDs) for qualified account holders are waived for 2020. RMDs for inherited or beneficiary-qualified account holders are also waived for 2020. If an individual had a required beginning date (RBD) in 2019 and delayed until 2020, they can waive both of the RMDs for the year. This only applies to those who turned 70 1/2 in 2019. For individuals who have taken their RMD for 2020, the funds can be returned. This is treated as a distribution, and 60-day indirect rollover rules apply.

Qualified charitable distributions (QCDs) can still be taken for individuals who are charitably inclined. They have to be at least age 70 1/2. QCDs will not count toward RMDs for 2020 since they have been waived.

CHARITABLE CONTRIBUTIONS

For 2020, cash charitable contributions can be deducted up to 100% of adjusted gross income (AGI). Previously, a taxpayer could only deduct up to 60% of AGI for cash contributions (increased in 2018 from 50% of AGI due to the 2017 Tax Cuts and Jobs Act). Excess charitable contributions can still be carried over five years.

The act also provides for a new above-the-line deduction for taxpayers who can't itemize deductions on their federal tax return called qualified charitable contributions. The maximum amount is \$300. Contributions must be made in cash and prohibited from being made to donor advised funds or 509(A)(3) supporting charities (the supporting organization is a charity that carries out its exempt purposes by supporting other exempt organizations, usually other public charities). The act states this starts in 2020 but does not provide any ending year.

MINIMUM CONTRIBUTIONS TO SINGLE-EMPLOYER PENSION PLANS ARE DELAYED UNTIL JANUARY 1, 2021

Sponsors are able to delay 2020 required contributions to pensions plans until January 1, 2021. Contributions would be due with interest accrued at the plan's effective rate.

Single employer defined benefit pension plan minimum required contributions due during 2020 can be delayed to January 1, 2021 (adjusted for interim earnings). This provision will also provide an option to use an alternative funding target percentage.

EXPANSION OF HEALTH COVERAGE

The act provides that over-the-counter (OTC) medications and menstrual care products will now be considered qualified medical expenses for medical savings accounts such as health savings accounts (HSAs), Archer medical savings accounts (MSAs) and flexible spending accounts (FSAs). In the past, OTC medicines required a prescription to be an eligible expense.

HSAs will now cover telehealth and remote care services pre-deductible for plan years that begin on or before December 31, 2021. Generally, HSAs would only cover preventive care before the deductible is met but cannot pay for non-preventive services until the deductible has been met.

If or when a COVID-19 vaccine comes available, it will be free to those on Medicare. Medicare Part D recipients must be given the ability to have a 90-day supply of medication prescribed and filled during the COVID-19 emergency period.

HOME OWNERS AND RENTERS

FORBEARANCE OF MORTGAGE PAYMENTS

If your mortgage is backed by the federal government, this provision allows you to suspend payments for up to 12 months (initial 180 days with an option to extend an additional 180 days). To request forbearance on your federally backed mortgage, contact your mortgage company. You must affirm that you are experiencing hardships during the COVID-19 pandemic. No further documentation is required. You may halt the forbearance at any time.

During any forbearance period, you may not be charged penalties, interests or fees that would not have been charged if you had made your payments on time and in full. Additionally, you will not be reported to credit bureaus for late or missed payments provided you are in a forbearance program. This applies through July 25, 2020, or 120 days after the end of the emergency program, whichever is later.

TENANT PROTECTION

The CARES Act provides important protections for tenants during the coronavirus outbreak. It places a federal moratorium on eviction of tenants for non-payment of rent while also prohibiting landlords from charging fees, penalties or other charges to the tenant related to nonpayment of rent.

Furthermore, landlords may not evict a tenant after the moratorium expires except on 30-days notice. The moratorium on evictions went into effect on March 27, 2020, and lasts for 120 days. The federal moratorium pertains to "covered dwellings" or rental properties that receive any federal assistance, which include:

- Dwellings that participate in the Covered Housing Program of the Violence Against Women Act.
- Dwellings that participate in the Rural Housing Voucher Program.
- Dwellings that have a federally backed mortgage loan.
- Dwellings that have a federally backed multi-family mortgage loan.

Landlords should know or have access to whether their properties would fall under one of these categories.

Many states and municipalities are also imposing their own restrictions. If those moratoria are less strict, the federal moratorium would apply.

RELIEF FOR STUDENT LOAN BORROWERS

There are a lot of provisions for individuals affected by COVID-19, including financial aid repayments, work study grants, temporary relief for student loan borrowers, exclusions of federal direct loans and Pell Grants for student who can't complete the semester due to qualifying emergency, and modification of institutional grants.

Required payments on federal student loans have been suspended through September 30, 2020. During this time, no interest will accrue on this debt. Note while required payments are suspended, voluntary payments are not prohibited. Unfortunately, that means automatic payments will continue unless individuals take proactive measures to contact their loan provider and pause payments.

Over the next six months, borrowers will still have the opportunity to continue paying down the principal on their loans, should they choose to do so. The Department of Education has already set federal student loan interest rates at 0% for a 60-day period beginning March 20, 2020.

Some other considerations for student loan borrowers include:

- If you can continue to pay student debt, it might make sense to take advantage of the 0% rate.
- Use the funds you would have applied toward the student loan to pay down high interest debt, such as credit cards.
- Save the payments you would have made to create or replenish an emergency savings account. Ideally, an emergency fund will cover three to six months of expenses.
- Employers may provide a student loan repayment benefit to employees on a tax-free basis. The provision applies to any student loan payments made by an employer on behalf of an employee after date of enactment and before January 1, 2021. If this applies to you, take advantage of the tax-free payment.

Let's work together with your tax and legal professionals to determine how the legislation affects you directly.

While we are familiar with the tax provisions of the issues presented herein, as financial advisors of Raymond James, we are not qualified to render advice on tax or legal matters. You should discuss tax or legal matters with the appropriate professional.

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The CARES Act: Small Businesses

Understanding how the stimulus bill affects small businesses

Given the enormity of the 2020 Coronavirus Aid, Relief, and Economic Security (CARES) Act, there is much to consider in determining how provisions in the stimulus bill can help small businesses.

OVERVIEW

Passed on March 27, 2020, the CARES Act provides an estimated \$2 trillion in fiscal stimulus to combat the economic impact of COVID-19, and provides the healthcare industry the financial support, equipment and protection it needs to combat the virus.

As the COVID-19 pandemic has affected life in ways we couldn't imagine, the deadly virus and efforts to contain the spread have prompted a significant government response. The legislation is intended to combat the economic risks associated with a slowdown in individual spending and helps businesses of all sizes avoid closures and employee layoffs. It also provides necessary funds to help support states and municipalities.

This document highlights the major small business provisions in the CARES Act and how they can help during this unforeseen time.

SMALL BUSINESS PAYCHECK PROTECTIONS

Inside the relief bill, Congress has appropriated \$349 billion in small business loans through the Small Business Administration (SBA) to help qualifying small businesses cover necessary business expenses, including payroll (from 2/15/20 - 6/30/20) for individual employees with compensation up to \$100,000. This will help small businesses stay open and allow them to keep paying their employees to be ready to go back to work when this pandemic ends. The hope is with this assistance, employees will have enough resources to survive and they can go back to work. As per the 2018 Small Business Profile from the SBA, small businesses employ 58.9 million people, or 47.5% of U.S. employees. The effect of having that percentage of people not working or receiving a paycheck would decimate the economy.

IMPORTANT TOPICS

Small business paycheck protections

Economic disaster loan and grants

Treasury loans, loan guarantee fund, and Federal Reserve programs

Support for impacted industries and general economic support

Business tax provisions

Bank provisions

Healthcare funding

Educational funding

LOAN PROVISIONS

Small businesses are defined as having 500 or fewer employees, or a number chosen by the SBA. Certain businesses under the North American Industry Classification (NAIC) code 72, like restaurants and lodging operations that do not employ more than 500 employees per physical location, are eligible as well. The loans are up to 2.5 times the average monthly payroll cost in 2019, or up to \$10 million. The maximum interest rate for these loans is 4% for up to 10 years. Payments for loans can be deferred for at least six months but no more than one year with no prepayment penalty.

Businesses can use these funds for group health benefits, payroll costs, interest payments on mortgages, rent, utilities, and interest on debt for expenses.

What is a PPP Loan

Paycheck Protection Program Loan, also known as PPP Loans, will charge interest at no more than 4% and will be administered by the Small Business Administration (SBA). Payment of interest, principal and fees will be deferred for at least six months but not more than 1 year. As the program's name implies, PPP Loans are designed to provide cash to small businesses, including sole proprietors and independent contractors.

Types of Businesses Eligible for a PPP Loan

- Businesses and entities must have been in operation on February 15, 2020.
- Businesses, nonprofits, veterans' organizations, and tribal concerns with fewer than 500 employees or the applicable industry size standard under SBA rules.
- Individuals who operate a sole proprietorship or as independent contractors and eligible self-employed individuals.
- Any business that employs not more than 500 employees per physical location of the business concern and that is assigned a NAICS code beginning with 72, for which the affiliation rules are waived.
- Affiliation rules are also waived for any business concern operating as a franchise that is assigned a franchise identifier code by the Administration, and company that receives funding through a Small Business Investment Company.

To learn more about an SBA loan, visit www.sba.gov.

LOAN FORGIVENESS

Loans can be forgiven if used for payroll costs, mortgage payments, rent payments and utility payments. Loan forgiveness will also be excluded from taxation. Small

businesses must have maintained the same number of employees through the end of June 2020, otherwise the forgivable loan portion may be reduced. Reductions in the amount forgiven will also be applied if employees who make less than \$100,000 have their compensation cut by more than 25%. Any lay offs that occurred prior to accepting the loan will not be subject penalties. But if those businesses rehire employees who were laid off after accepting the loan, they will receive additional credit to cover those wages.

Loan forgiveness will be issued by approved lenders. For details on the program, see the SBA or contact your local SBA-approved lending bank or financial institution.

ECONOMIC DISASTER LOAN AND GRANTS

The CARES Act expands access to Economic Injury Disaster Loans under Section 7(b)(2) of the Small Business Act.

Loans are available for reasons other than payroll costs. This also allows for emergency grants in the form of an immediate advance of up to \$10,000 if a business owner applies for a disaster loan, even if not approved for disaster loan.

This provision benefits those with existing SBA loans or new loans obtained within six months of the signing of the bill where the SBA will pay six months of principal, interest and fees on qualifying loans.

TREASURY LOANS, LOAN GUARANTEE FUND, AND FEDERAL RESERVE PROGRAMS

For businesses with between 500 and 10,000 employees, the U.S. Treasury's Exchange Stabilization Fund has set up direct loans to offset the effects of decreased revenues and keep people working. Interest rates on these loans is capped at 2% and borrowers can defer payments for a minimum of six months and up to one year.

Businesses applying for loans:

- Must retain at least 90% of their staff at full compensation and benefits until September 30, 2020.
- Must restore at least 90% of their staff that existed on February 1, 2020, and restore all compensation and benefits to workers within four months of the end of the public health emergency.
- Must not outsource or offshore jobs for at least two years after repayment of the loan.

- Will not pay dividends to its stockholders or repurchase any equity security or its parent that is listed on a securities exchange while the loan is outstanding, except to the extent required under a contractual obligation in effect before the CARES Act was enacted. Businesses must not end collective bargaining agreements for at least two years after repayment of the loan, and must not block union organizing while the loan is outstanding.

Companies owned by the president, vice president and members of Congress or cabinet heads are not eligible for any loans.

SUPPORT FOR IMPACTED INDUSTRIES AND GENERAL ECONOMIC SUPPORT

The relief bill allocates a \$500 billion fund to help the hardest-hit businesses and industries. This includes \$454 billion in loans and guarantees investments in programs to eligible businesses, including airlines, air cargo carriers, integral national security businesses, states, and municipalities. The Treasury can also use a credit fund to purchase obligations or other interests directly from issuers or from the secondary market to provide liquidity where needed.

It also provides payroll protection grants to protect airline and air cargo employees and contractors and keep workers employed for when normal business levels resume. Further support for airlines includes suspension of certain air travel and aviation fuel excise taxes through January 1, 2021. Compensation for these loans include interest and equity stakes in airlines if needed by warrants, stock options, or common or preferred stock.

There will be restrictions on executive compensation for certain officers and employees. Companies can't buy back their own shares or pay out dividends until one year after the loan is repaid. Airlines that receive loans must maintain service routes and destinations.

Some other businesses essential in keeping the economy moving that are eligible for funds include the United States Postal Service (USPS), airports, mass transit systems and Amtrak. There are also funds allocated for emergency appropriations for government agency response efforts.

BUSINESS TAX PROVISIONS

PAYROLL TAX DEFERRAL

A key provision of the stimulus bill provides employers the

ability to delay the payment of employer payroll taxes until December 31, 2021. At that time, half of the payroll tax will be due with the rest due by December 31, 2022. This is intended to try to alleviate the burden on employers who have struggled to make payroll. This also includes self-employed individuals. Businesses that take out paycheck loans may not be eligible for this deferral.

NET OPERATING LOSS (NOL) CARRY BACK

Businesses will be able to carry back NOLs again, which were allowed prior to the 2017 Tax Cuts and Jobs Act. The NOL carry back option allows businesses to use the losses against prior year income, which helps to reduce prior year income and claim refunds. The 2017 tax act disallowed the option to use an NOL for prior years and only to be carried forward indefinitely (offsetting income in future years).

The CARES Act allows businesses to use their 2018, 2019 or 2020 NOL to be carried back up to five years, which could provide refunds to some businesses needing cash. Another provision changes the amount of the NOL that could be used against income. Under the 2017 tax act, businesses could only use an NOL to offset 80% of taxable income, whereas the CARES Act allows businesses to offset up to 100% of taxable income for 2018, 2019 and 2020.

The CARES Act also removes the 2017 tax act's limitation on business losses for non-corporations. Businesses should speak with their CPA to discuss the use of prior year NOLs or suspended losses.

QUALIFIED IMPROVEMENT PROPERTY CORRECTION

The act also corrects an element of the 2017 tax act that prevented some businesses with "qualified improvement property" – defined as improvements made to the interior of nonresidential buildings – from claiming accelerated (bonus) depreciation for business investment. It was intended to allow businesses to take depreciation quicker and lower taxable income to provide an incentive for investment, but this new category of "qualified improvement property" was left out. Now, a business with this category of property may file amended tax returns to claim this benefit, which may provide a tax refund. Businesses that could benefit from this include real estate owners, restaurants and retail businesses.

EMPLOYEE RETENTION CREDIT

The act provides an employee retention credit for qualified businesses with reduced revenue due to government restrictions in COVID-19. Operations must have been fully or partially suspended and gross receipts (revenue) must have

declined by more than 50% compared to the same quarter in the prior year. The credit is equal to up to 50% of qualified wages up to \$10,000 (including health benefits) per employee, resulting in a maximum credit of \$5,000 per employee.

There are different stipulations for different business sizes based on qualified wages and number of employees (less than 100 or 100 or more). Any wages used for the new payroll tax credit for family leave or sick leave in previous coronavirus bills or used for SBA paycheck protection program cannot be used.

OTHER NOTABLE PROVISIONS

Another provision includes a temporary increase of limits on business interest expenses from 30% to 50% of adjusted taxable income for tax years 2019 and 2020. This provides higher deductions, which lowers taxable income.

The charitable deduction limit also increased from 10% of adjusted taxable income to 25%.

BANK PROVISIONS

As financial institutions are a vital part of the economy and an essential middleman to distribute funds to individuals and businesses, the bill provides a provision to reduce regulatory requirements on financial institutions to increase the speed and amount of funds into the hands of the people who need them.

Provisions include:

- Temporarily authorizing the Office of Comptroller of the Currency to exempt any transaction from its lending limits if the exemption is in the public's best interest.
- Lowering the community bank capital ratio to lend out more and providing a reasonable grace period to get back to limits.
- Providing temporary relief for loan modifications for impacted borrowers to ease restructure debt without holding extra capital, which would otherwise be categorized as troubled debt restructuring (TDR).
- Adding non-bank financial companies to assist in distributing funds.
- Providing relief from current expected credit losses (CECLs) through December 31, 2020, or the termination of the current public health emergency, to delay financial institutions from measuring credit losses.

- Temporarily suspending the limitation on Exchange Stabilization Funds for guarantee program for the U.S. Money Market Fund industry.
- Providing a 100% guarantee on SBA 7(a) loans.
- Allowing the FDIC to guarantee bank accounts through the end of the year.
- Prohibiting foreclosures for 60 days, a moratorium on eviction filing for 120 days, and a one-year forbearance for borrowers who have federally backed mortgages who have experienced financial hardship due to COVID-19. Federally backed mortgages include those purchased or securitized by Fannie Mae or Freddie Mac; insured by the Federal Housing Administration, the U.S. Department of Veterans Affairs or the U.S. Department of Agriculture (USDA); and directly issued by USDA.

HEALTHCARE FUNDING

The act also takes aim to combat the public health impact that could drain medical resources and have serious repercussions for medical institutions. Included are funds to help offset costs to hospitals and other providers. Other funds are dedicated to assist state and local response measures for detection, diagnostics, prevention and treatment of COVID-19, and provide for an increase to the national stockpile for drugs, protective equipment, medical supplies and additional funding for FEMA's Disaster Relief Fund.

MEDICARE INCLUSIONS

Medicare usually pays 80% of the fee for services. Generally, the provider does not receive the full 80%, as Medicare has a fee that reduces the payments to providers by 2%, called the 2% sequestration. The CARES Act eliminates this 2% fee through the end of 2020. Medicare will also increase payments by 20% to the diagnosis-related group rate for patients with COVID-19 and eliminate Part B cost-sharing for COVID-19 testing and any future vaccines. It also allows states to offer COVID-19 testing and related services through Medicaid regardless of eligibility without cost-sharing. These changes allow needed funds for service providers and more access to testing for people without insurance.

TELEHEALTH SERVICES

The act expands and encourages telehealth services by lessening the requirements to make these services available to more people during the emergency. It reauthorizes programs such as telehealth network and telehealth resource

centers grants, several rural health grant programs, provides for modernization of the Public Health Service, and several health workforce development programs.

OTHER HEALTHCARE PROVISIONS

Included in the bill is a provision that prioritizes reviews of drug applications for drugs that may face a shortage.

Another allows the FDA to regulate certain non-prescription drugs that are marketed without an approved drug application. It reforms the regulatory process for OTC drug approvals, permitting the FDA more flexibility and providing incentives for pharmaceutical companies to research and manufacture innovative drugs.

EDUCATIONAL FUNDING

As educational facilities have had to close to keep students and staff safe, \$30 billion is allocated for instructional continuity. The act appropriates funds to institutions of higher education to prevent, prepare and respond to COVID-19. Funds may be used for lost revenue, technology costs associated with the transition to distance learning, and grants to students for food, housing, course material technology, healthcare and child care.

Let's work together with your tax and legal professionals to determine how the legislation affects you directly.

While we are familiar with the tax provisions of the issues presented herein, as financial advisors of Raymond, James, we are not qualified to render advice on tax or legal matters. You should discuss tax or legal matters with the appropriate professional.

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Business Stimulus

There is one major concern that needs consideration and clarification prior to moving forward:

With approximately 750 businesses in Lake Park which includes 330 in the CRA , offering the stimulus to only the CRA are we opening up the Town for a possible class action law suit ? (Tom Baird?)

My plan for business stimulation has three phases: 1- immediate needs, 2- recovery help and assistance, and 3- sustainability and long term support. First, I suggest setting up a Zoom meeting for every business in Lake Park explaining our plan. This would be coordinated with a direct mail piece explaining the same thing.

Phase 1 ideas:

-Money to pay for loss of income, utilities, mortgage / rent, or employee retention. Assuming they did not receive PPP, if they did receive PPP they would be eligible for 1/2 of this proposal. I would propose a one time grant of 2% based on 2019 gross sales with a cap of \$5,000. I would propose / design a one page, extremely easy to fill out application. Also working with a local banker, possibly set up a long term, (24-36 months) low interest loan or CD with the Town as a possible guarantor?

For a business open less than one year, with no history of sales, the same would apply based on their business plan or projected operating costs.

Train someone in our office to be fluent in SBA loans, Paycheck Protection Program (PPP) and Economic Injury Disaster Loan (EIDL) grants so they could work with business owners filling out and assisting with the banking process. Filling out the paper work for any of the three is a deterrent for many. It would be very useful if we could find a bank to work with the Town that we have a relationship with.

Phase 2 ideas:

-For remainder of 2020, allow new temporary signage without permits (as long as it doesn't interfere with traffic or sight lines). Dramatically reduce the costs of permits for 60 days by 50% as long as the work is completed within that time frame. This would only apply to improving the existing business, not new construction..

Phase 3 ideas:

-Create and distribute a Business Directory, listing every business in Lake Park under specific headings including their brick and mortar location (if applicable), phone number, email and web address. This publication should go out to every resident and business in Lake Park. A link to the digital version of it should also be on the front page of our website and newsletter. We need to encourage 'live, shop, and support Lake Park'. This would all be done at no charge for businesses. In the monthly newsletter, one business from each heading should be featured. We should also reach out to PRGuru and Strategic Marketing for help and support at no additional cost to the Town. Hold a monthly Zoom meeting exclusively for the business for questions, concerns, and updates.

Residential Stimulus

1. Reduce any existing fine by 50% and eliminate court cost for any code violation from March 1st., ending on July 31st.
2. Reduce any code violation to a written warning only until July 31st. If the infraction is not resolved, then a code violation could be imposed.
3. Supplement the cost of repairs (grant) for a warning or violation up to \$500.00 dollars. The grant would apply if the violator is on a fixed income, SSI, or unemployed, this would be in effect for the remainder of the year. This would be for owners only not renters unless, their lease reads the renter is responsible for repairs and upkeep of the property.
4. Reduce the cost of small project permits (maybe under \$5000) by 50% for existing residents as long as the work is completed within 60 days.
5. Putting money back in the community: Each resident would receive a \$50.00 food credit (debit card)(would have to work with the bank on a special account) to be used at either Lake Park Publix, Lake Park Aldi, Caribbean Grocery, Saigon Oriental Food Mart or Neighbor's Food Mart (no cash value), good for food only? (counting on cost reduction from the stores of minimum of 10%, the Town of Lake Park agrees to only use the discount for the cards). The distribution of these cards needs to be given some thought/discussion to prevent theft and fraud. If they are mailed out to each address, the only way they can be redeemed would be with a photo ID showing the same address.



Community
Development
Department

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Lake Park, FL 33403
Phone: (561) 881-3318
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www.lakeparkflorida.gov

March 30, 2020

DO NOT DISCARD

BUSINESS ASSISTANCE INFORMATION ENCLOSED, including IMPORTANT DEADLINES

**CORONAVIRUS DISEASE 2019
(COVID-19)**

**PLEASE VISIT THE TOWN
WEBSITE:**

www.lakeparkflorida.gov

for the most up-to-date information.

Our businesses are a part of our community fabric and we are here to help!

While the Town is not affiliated with any of the outside agencies listed, nor do we endorse, or take any responsibility for their individual application procedures, we encourage you to review the documentation provided.



Home Eligibility & Loan Process Application Resources FAQs

Search

Search

Get Email Updates

[Click Here to get email updates](#)

Loan Program Instructions

1. Review the eligibility requirements and loan process.
2. Gather the required support documentation.
3. Options for submitting an application include:
 - Apply online or
 - Download an application, complete it in full and submit it with the required support documentation by mail or courier to: Florida Department of Economic Opportunity, C/O Small Business Emergency Bridge Loan, 107 E. Madison Street, MSC-160, Tallahassee FL 32399-4120.
4. For assistance with completing the application, contact the Florida Department of Economic Opportunity toll-free at (833) 832-4494.

Quick Links

[Florida SBDC Network](#)
[Florida Department of Financial Services](#)
[Florida State Emergency Response Team](#)
[Florida Governor's Office](#)
[SBA Disaster Assistance](#)

Info Center

[03/16/2020 Press Release: Governor Ron DeSantis Activates Emergency Bridge Loan Program for Small Businesses Impacted by COVID-19](#)

[03/19/2020 Press Release: FL 16353 - SBA Offers Economic Injury Disaster Loan](#)

The Florida Small Business Emergency Bridge Loan Program is currently available to small business owners located in all Florida counties statewide that experienced economic damage as a result of COVID-19.

These short-term, interest-free working capital loans are intended to "bridge the gap" between the time a major catastrophe hits and when a business has secured longer term recovery resources, such as sufficient profits from a revived business, receipt of payments on insurance claims or federal disaster assistance.

The Florida Small Business Emergency Bridge Loan Program is not designed to be the primary source of assistance to affected small businesses, which is why eligibility is linked pursuant to other financial sources. Note: Loans made under this program are short-term debt loans made by the state of Florida using public funds - they are **not grants**. Florida Small Business Emergency Bridge Loans require repayment by the approved applicant from longer term financial resources.

Loan Details

Designated Disaster Areas: All Florida counties statewide per Executive Order 20-52.

Qualified Applicant: Applications will be accepted by qualified for-profit, privately held small businesses that maintain a place of business in the state of Florida. All qualified applicants must have been established prior to March 9, 2020, and suffered economic injury as a result of the designated disaster. Qualified small business applicants must be an employer business with 2 to 100 employees.

Amount: Up to \$50,000 per eligible small business. Loans of up to \$100,000 may be made in special cases as warranted by the need of the eligible small business.

Term: 1 year.

Limitation: Only one loan may be made per eligible business. All previous bridge loans received MUST be paid in full.

Interest Rate: Loans will be interest-free for the loan term (1 year). The Interest rate will be 12% per annum on the unpaid balance thereafter, until the loan balance is repaid in full. Loan default is subject to a normal commercial collection process.

Application Period: Applications will be accepted by qualified Florida small businesses under this program through May 8, 2020, contingent on the availability of funds.

Get Started

1. Review the eligibility requirements and loan process.
2. Gather the required support documentation.
3. Options for submitting an application include:
 - Apply online or
 - Download an application, complete it in full and submit it with the required support documentation by mail or courier to: Florida Department of Economic Opportunity, C/O Small Business Emergency Bridge Loan, 107 E. Madison Street, MSC-160, Tallahassee FL 32399-4120
4. For assistance with completing the application, contact the Florida Department of Economic Opportunity toll-free at (833) 832-4494.

Assistance to Florida Small Businesses
Economically Impacted by COVID-19

Contact Information

For questions regarding the Emergency Bridge Loan Program, please contact the Florida Department of Economic Opportunity by email at toll-free at (833) 832-4494 or email FloridaBusinessLoanFund@deo.myflorida.com.

About the Emergency Bridge Loan Program

The Florida Small Business Emergency Bridge Loan Program was first activated following Hurricane Andrew in 1992. It has been activated 26 additional times following disasters and has helped more than 4,750 small businesses statewide to receive more than \$157.5 million in assistance.

[Home](#) [Eligibility & Loan Process](#) [Application](#) [Resources](#) [FAQs](#)

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Small Business Association Makes Disaster Loans Available To Florida Businesses Impacted By Coronavirus

Small businesses are an integral part of the fabric of Lake Park. Unfortunately, the COVID-19 pandemic has already begun to negatively impact small businesses here and across the country, and no one knows how long this will last. In order to help mitigate this situation, the Small Business Association (SBA) announced that, beginning today (March 19), small businesses located in Florida can apply for disaster loans.

These Economic Injury Disaster Loans are designed to help meet working capital needs caused by the coronavirus. Loans may be up to \$2 million, but the amount of each loan is determined by the SBA based on economic injury and other factors. Applicants must have a credit history acceptable to SBA and must demonstrate the ability to repay the loan. In addition, collateral is required for all loans over \$25,000. The interest rate, which is fixed for the life of the loan, is 3.75%.

For more information or to apply for a loan, please visit <https://disasterloan.sba.gov/ela>.

To see a list of resource partners that can provide application assistance, please visit www.sba.gov/local-assistance/find/.

The SBA Disaster Assistance Customer Service Center can be reached at 1-800-659-2955 (TTY: 1-800-877-8339) or by email at disastercustomerservice@sba.gov.

The Town of Lake Park will continue to make our residents and business owners aware of any programs that may be available to them during their crisis. We wish you and yours continued good health.



Lake Park Zoning Map



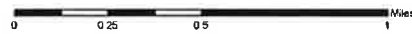
Legend

- TOWN BOUNDARY
- Planned Unit Development Overlay
- NBOZ Overlay
- CRA Overlay
- FHMUDO Federal Highway Mixed Use District Overlay

- Zoning**
- C1 BUSINESS DISTRICT
 - C2 BUSINESS DISTRICT
 - C3 BUSINESS DISTRICT
 - C4 BUSINESS DISTRICT
 - CLIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL
 - CONSERVATION
 - MU MIXED USE
 - P PUBLIC DISTRICT
 - PADO PARK AVENUE DOWNTOWN DISTRICT

- R1 SINGLE FAMILY RESIDENCE DISTRICT
- R1A SINGLE FAMILY RESIDENCE DISTRICT
- R1AA RESIDENCE DISTRICT
- R1B TWO FAMILY RESIDENCE DISTRICT
- R2 MULTIPLE FAMILY RESIDENCE DISTRICT
- R2A MULTIPLE FAMILY RESIDENCE DISTRICT
- R3 MULTIPLE FAMILY RESIDENCE DISTRICT
- TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT

Cohen, Gundersen & Associates, Inc.



Map Date 10/8/2018



Nadia Di Tommaso - Director
 Community Development Department
 Town of Lake Park
 535 Park Ave., Lake Park, FL 33403
 561-881-3319 561-881-3323 (fax)
 nadiatommaso@lakeparkflorida.gov



Exhibit "E"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 6, 2020

Agenda Item No.

Agenda Title: C-3/Promenade Shoppes/Twin City Mall Area Update.

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING
- NEW BUSINESS**
- OTHER: _____

CONSENT AGENDA

OLD BUSINESS

ORDINANCE ON FIRST READING

Approved by Town Manager Bambi McKibbon-Turner Digitally signed by Bambi McKibbon-Turner, DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, ou=Assistant Town Manager/Human Resources Director, email=bturmer@lakeparkflorida.gov, c=US, 2.5.4.97=021117-0100

Nadia Di Tommaso/Community Development Director Digitally signed by Nadia Di Tommaso, DN: cn=Nadia Di Tommaso, o=Community Development, ou=Town of Lake Park/Community Development, email=ndtommaso@lakeparkflorida.gov, c=US, 2.5.4.97=021117-0100

Originating Department: <p style="text-align: center;">Community Development</p>	Costs: \$ 0.00 Funding Source: N/A at this time Acct. # <input type="checkbox"/> Finance _____	Attachments: <p style="text-align: center;">None</p>
Advertised: N/A Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>ND</u> Please initial one.

Summary Explanation/Background:

This agenda item is for informational purposes only to update the Town Commission on our next steps for the C-3 area.

At its April 15, 2020 meeting, the Town Commission considered a Resolution to establish zoning in progress (ZIP) for the C-3. The Commission unanimously voted to approve the ZIP Resolution. The establishment of ZIP will enable staff to continue its work toward the development of a new C-3 zoning district, consistent with the direction and vision the Commission has expressed at workshops with Dover Kohl and the Village of North Palm Beach. During discussion of the Resolution, the Town Attorney informed the Commission that it could exempt the pending application of Tire Kingdom and the anticipated multifamily

residential application. During discussion, the Commission consensus was that because there was no pending application or plans for the residential project that could be fully reviewed by Staff, the residential project should not be exempted from ZIP. Accordingly, the Commission unanimously voted not to exempt the anticipated residential application from ZIP and the potential applicant was advised of this outcome. In addition, the Commission elected not to exempt Tire Kingdom from the ZIP. This decision was, in part a result of the determination that an auto repair facility use is not consistent with the existing uses of C-3. This decision also confirmed Staff's determination that the use would not be consistent with the overall vision of the C-3 area. The Tire Kingdom applicant was also advised of this outcome and the fact that staff would terminate any further review of their application.

At this time, it is in the best interest of the Town to continue working through the C-3 regulations with the Village of North Palm Beach. Although there is uncertainty given the COVID-19 pandemic, Staff is hopeful that the new C-3 regulations can be ready for consideration within the next 4-5 months. Additionally, because the Town's C-3 regulations must be consistent with the Village's, the timeline pursuant to which the Town can proceed with this process is somewhat fluid. The Town and the Village have made some productive strides by holding public workshops and creating some draft documents. The Managers of the Town and Village have agreed that another joint North Palm Beach and Lake Park workshop where the public and stakeholders can participate should occur, however this is likely to be delayed until there is more clarity once restrictions are eased as they pertain to the COVID-19 pandemic. Staff would like for this workshop to be held in June. Should that be possible, and depending upon the Village, it is possible that the Town could consider the adoption of a new land use category pursuant to its Comprehensive Plan in July as well a first reading on the new C-3 zoning district in July. Depending upon the timeline for the plan amendment, it is possible that the plan amendment and new C-3 district could be adopted in September or October. This is our new timeline.

Recommended Motion: No action required. For informational purposes only.

TOWN MANAGER COMMENTS
MAY 6, 2020 – TOWN COMMISSION MEETING

The Town's Public Information Officer is continuing to keep the Town's residents and business owners apprised of COVID-19-related updates from the County and the State of Florida in a timely manner, and is committed to sharing information that may be particularly important to the well-being of some during this difficult time, such as dates, times and locations of food distribution sites and details related to SBA loans and grants.

COMMUNITY DEVELOPMENT

- (1) **Outdoor Seating for Restaurants**: Pursuant to the Governor's Phase 1 plan effective May 4, 2020, that may eventually apply to Palm Beach County, restaurant outdoor seating is being permitted (with CDC social distancing guidelines still in effect). Since many Lake Park restaurants do not currently have outdoor seating areas and these provisions also assume that restaurants will not be operating at full capacity thereby, not requiring their entire parking areas...if and when this provision applies to Palm Beach County, Staff is recommending that restaurants are entitled to apply for temporary special event permits (AT NO FEE as an economic stimulus – which must be approved by the Town Commission) for their desired outdoor seating areas and that these "special events" are permitted to last the duration of the phase out plan, as long as a detailed seating plan is provided to Staff for its expedited review and approval to ensure outdoor areas are still being maintained for parking, maintenance of traffic, ADA accessibility, etc.
- (2) **Nautilus**: The Nautilus mixed-use project adjacent to the Marina is moving forward. They are gearing up to submit their master building permit hopefully in June 2020. They are also ready to come back directly to the Town Commission (per the conditions of approval) on the four items that required revisiting and this site plan amendment is slated for the June 3 meeting. We are hopeful this can be an in-person meeting however, if it remains "virtual", it is recommended that this be accommodated so as to not delay the project. They are also working on a model unit that will be located on a barge in the Marina and the parties are working through this agreement and the logistics (the agreement will be presented when it is ready). As of right now, all remains on schedule for the model unit to be in place in July or August and for construction to commence around October 2020.
- (3) **Census 2020**: The Town's response rates have improved. **DO NOT DELAY IN COMPLETING THE CENSUS!** Now, more than ever, accurate funding allocations are extremely important to ensure the Town is fairly compensated and that programs and services can be offered to the residents.
- (4) **Coastal Karma**: Coastal Karma is officially open for "Crowlers To-Go" as of Saturday, May 2, from 1pm-7pm. They are located in unit #798 at 796 10th Street.

- (5) **Marina P3 RFQ**: An update on the next steps will be provided at the May 20, 2020 meeting.
- (6) **Code Compliance, Building Permits and Projects**: Code Compliance is still ONLY issuing urgent Notices given current circumstances, which include immediate threats to health and life-safety; parking related matters that create immediate access issues, just to name a few. While this may change soon, we will await the next steps in our phase out plan. Building permit applications are still being reviewed and issued and the electronic system is working out well for the most part. On the development side, projects are also moving forward.

Town of Lake Park, Florida
Monthly Financial Report
For the Month Ending March 31, 2020

Overview

This report is being shared with the Town Commission to inform the Commission of changing financial trends as the budget year progresses. This Month's Financial Report reflects the Town's overall unaudited financial condition for the first six months of the fiscal year for the period which ended on March 31, 2020.

With the completion of the first one-half of the fiscal year we are seeing substantial trends, but those trends may still be incomplete without analysis; including year-end accruals and payment patterns. The current pandemic will affect several revenues going forward. Interest has already seen a substantial decline since the first of the fiscal year. State Revenues and monthly Utility and franchise fees have been collected through the month of March and it's too early to show the downward trends in Utility Taxes, Franchise Fees and State Revenue Sharing funds budgeted in the General and Streets and Roads funds. Once the next distribution of funds are received, an analysis of declining revenues can be estimated.

The Annual Budget amounts that are in the attached schedules are as adjusted by the Commission in the Budget Amendment Resolutions as well as other interdepartmental adjustments as have been approved by the Town Manager. There are six fund reports included here, they are listed below, and they translate to the six narratives and summary tables which report on each of the funds.

The important number to remember for this month's analysis is 6/12's or 50.0%. The attached reports are the:

- General Fund
- CRA Fund
- Streets & Roads Fund
- Marina Fund
- Stormwater Fund
- Sanitation Fund

General Fund

With six months of the year completed, the General Fund (GF) has collected \$6.2 million or 65.4% of the budgeted annual revenue. Historically, the Town receives a large proportion of its GF revenue in December in the form of ad valorem taxes.

Revenues

Ad valorem taxes are the largest single source of general fund revenue, and make up 40.1% of total revenues, followed by other taxes at 22%. Other sources are as noted in the table below.

Expenses

The table detailing by department the General Fund expenditures for the month and year to date and the associated explanations are on page 3. The total percentage Year to Date includes purchase orders encumbered for the entire year. For example, the Law Enforcement Department has a purchase order for PBSO included in the Year to Date column through fiscal year end September 30th.

General Fund	Annual Budget	YTD Actual	Current Month	YTD Percent
Revenue	\$ 9,208,659	\$ 6,022,503	\$ 567,357	65.4%
Expenditures	\$ 9,208,659	\$ 6,656,085	\$ 1,027,999	72.3%

General Fund Revenue	Budget	YTD Actual	Current Month	YTD Percent
Ad Valorem	\$ 3,695,936	\$ 3,369,132	\$ 103,605	91.2%
Franchise Fees	\$ 632,000	\$ 190,719	\$ 37,897	30.2%
Utility Taxes	\$ 1,313,609	\$ 489,416	\$ 72,459	37.3%
Licenses & Permits	\$ 658,214	\$ 412,088	\$ 33,207	62.6%
Intergovernmental Revenue	\$ 1,084,302	\$ 396,588	\$ 32,645	36.6%
Internal Service Charges	\$ 342,000	\$ 171,000	\$ 28,500	50.0%
Charges for Services	\$ 41,700	\$ 12,426	\$ 2,206	29.8%
Fines & Forfeitures	\$ 414,960	\$ 507,140	\$ 184,210	122.2%
Interest Earned / Other	\$ 294,484	\$ 124,338	\$ 14,352	42.2%
Contribution from Enterprise Operations	\$ 731,454	\$ 349,656	\$ 58,276	47.8%
Total	\$ 9,208,659	\$ 6,022,503	\$ 567,357	65.4%

	Budget	YTD Actual	Current Month	YTD Percent
Commission	\$ 123,798	\$ 53,286	\$ 12,081	43.0%
Town Manager	\$ 369,698	\$ 182,126	\$ 29,250	49.3%
Human Resources	\$ 219,686	\$ 101,802	\$ 19,295	46.3%
Town Clerk	\$ 300,718	\$ 214,128	\$ 17,905	71.2%
Legal	\$ 161,000	\$ 56,459	\$ 10,075	35.1%
Information Technology	\$ 237,529	\$ 171,436	\$ 60,650	72.2%
Finance	\$ 506,515	\$ 269,385	\$ 43,942	53.2%
Law Enforcement	\$ 3,136,251	\$ 3,057,129	\$ 255,867	97.5%
Disaster	\$ 1,000	\$ 12,001	\$ 10,000	1200.1%
Public Works Administration	\$ 180,023	\$ 101,506	\$ 24,993	56.4%
PW Grounds Maintenance	\$ 418,946	\$ 222,741	\$ 59,428	53.2%
PW Facilities Maintenance	\$ 361,552	\$ 215,879	\$ 27,923	59.7%
PW Vehicle Maintenance	\$ 187,824	\$ 92,234	\$ 14,514	49.1%
Community Development	\$ 701,581	\$ 352,906	\$ 82,054	50.3%
Special Events	\$ 274,484	\$ 119,937	\$ 27,107	43.7%
Library	\$ 383,986	\$ 187,582	\$ 30,536	48.9%
Non-Departmental	\$ 1,644,068	\$ 1,245,548	\$ 302,379	75.8%
Total	\$ 9,208,659	\$ 6,656,085	\$ 1,027,999	72.3%

Streets & Roads Fund

The Streets and Roads Fund, a Special Revenue Fund, exists to segregate monies received that come with a requirement that they be expended exclusively on road maintenance and improvements. The next couple of months will predict the percentage decline in revenues for the current fiscal year.

Revenues

Revenues are 25.1% of budget as noted in the table. These taxes typically come to the Town in arrears between 30 and 60 days.

Expenses

Operating Expenses are comprised mainly of utilities and sidewalk improvements and are within normal ranges.

Streets & Roads	Annual Budget	YTD Actual	Current Month	YTD Percent
Revenue	\$ 418,041	\$ 162,652	\$ 162,562	40.8%
Expenditures	\$ 418,041	\$ 220,328	\$ 220,328	58%

Revenue	Annual Budget	YTD Actual	Current Month	YTD Percent
Gas Taxes	\$ 281,658	\$ 105,495	\$ 105,495	38%
Revenue Sharing	90,672	33,420	33,420	34%
Other	54,717	29,000	29,000	53%
Total	\$ 418,041	162,652	\$ 162,652	38.9%

Expenditures	Annual Budget	YTD Actual	Current Month	YTD Percent
Personal Services	\$ 160,464	\$ 75,026	\$ 75,026	46.8%
Operating Expenses	257,577	167,253	167,253	64.9%
Total	\$ 418,041	\$ 242,279	\$ 242,279	57.9%

Marina Fund

This fund segregates the Marina activities from all other Town operations. The Marina Fund is what is designated as an Enterprise Fund, meaning that the accounting is similar to the accounting for a commercial business.

Revenues

The Marina’s revenues fluctuate seasonally. Revenues are currently trending with prior years. The expectation for the summer months are an expected decline due to the closure of the Marina in the month of April, the pandemic and a lag in payments from the billed dockage.

Expenses

Currently expenses are closely tracking with the adjusted revenue. The vacancies in the Marina have contributed to personal services at less than the expected 50% year to date total.

Debt payments for this fund are made semi-annually, with principal payments made in September.

Marina	Annual Budget	YTD Actual	Current Month	YTD Percent
Revenue	\$ 1,541,868	\$ 663,170	\$ 663,170	43%
Expenditures	\$ 1,541,868	\$ 652,860	\$ 652,860	42.3%

Revenue	Annual Budget	YTD Actual	Current Month	YTD Percent
Rental & related	\$ 1,033,031	\$ 469,819	\$ 469,819	45.5%
Parking Fees	48,837	12,853	12,853	26.3%
Fuel Sales	460,000	180,498	180,498	39.2%
Total	\$ 1,541,868	\$ 663,170	\$ 663,170	43%

Expenditures	Annual Budget	YTD Actual	Current Month	YTD Percent
Personal Services	413,282	\$ 127,363	\$ 127,363	30.8%
Operating Expenses	782,618	423,376	423,376	54%
Debt Coverage	345,968	102,121	102,121	29.5%
Total	\$ 1,541,868	\$ 652,860	\$ 652,860	42.3%

Stormwater Fund

Stormwater Fund, also an Enterprise Fund, exists to enable the Town to maintain and improve drainage systems throughout the Town.

Revenues

Revenues are assessed and collected by the County and the Town receives the funds at the same time as it receives its ad valorem tax revenues.

Expenses

Debt payments for this fund has not been made – awaiting the purchase of a Street Sweeper.

Operating Expenses for Stormwater expenses are within appropriate percentages.

Stormwater	Annual Budget	YTD Actual	Current Month	YTD Percent
Revenue	\$ 982,348	\$ 868,677	\$ 868,677	88.4%
Expenditures	\$ 982,348	\$ 463,523	\$ 463,523	47%

Revenue	Annual Budget	YTD Actual	Current Month	YTD Percent
Assessments	\$ 876,818	\$ 860,902	\$ 860,902	98%
Miscellaneous Other	105,530	7,775	7,775	7.4%
Total	\$ 982,348	\$ 868,677	\$ 868,677	88.4%

Expenditures	Annual Budget	YTD Actual	Current Month	YTD Percent
Personal Services	\$ 277,492	\$ 122,186	\$ 122,186	44%
Operating Expenses	654,856	341,337	341,337	52%
Debt Coverage	50,000	0	0	0%
Total	\$ 982,348	\$ 463,523	\$ 463,523	47%

Sanitation Fund

The Sanitation Fund, the Town's third Enterprise Fund, operates and maintains its own sanitation collection department.

Revenues

Residential revenue is collected via an assessment on the ad valorem tax bill and commercial revenue is invoiced by the Finance Department each month.

Expenses

Sanitation	Annual Budget	YTD Actual	Current Month	YTD Percent
Revenue	\$ 2,026,713	\$ 1,304,234	\$ 1,304,234	64.4%
Expenditures	\$ 2,026,713	\$ 967,366	\$ 967,366	47.7%

Revenue	Annual Budget	YTD Actual	Current Month	YTD Percent
Commercial	\$ 874,000	\$ 496,708	\$ 496,708	56.8%
Residential	805,000	758,469	758,469	94.2%
Other	347,713	49,057	49,057	14.1%
Total	\$ 2,026,713	\$ 1,304,234	\$ 1,304,234	64.4 %

Expenditures	Annual Budget	YTD Actual	Current Month	YTD Percent
Personal Services	\$ 674,791	\$ 255,527	\$ 255,527	37.8%
Operating Expenses	1,024,175	599,178	599,178	58.5%
Debt Coverage	327,747	112,661	112,661	34.3%
Total	\$ 2,026,713	\$ 967,366	\$ 967,366	47.7%

CRA Fund

The CRA receives an amount equal to the Tax Increment from the Town and from the County. Those payments are made, usually in December, as the Town receives the ad valorem taxes.

Revenues

The CRA is primarily funded by a Tax Increment (TIF) from the Town and from Palm Beach County. As set up in the CRA Plan both are obliged to fund the CRA by the end of December and both have done so. The tax revenues from PBC and the transfer of funds from the GF to the CRA are in an amount equal to the TIF calculation and complete that aspect of funding for the fiscal year. As you will see below, both lines are now very close to 100%. The Other revenues consist of interest collected from various business development loans outstanding and cash deposits.

Expenses

CRA expenses primarily consist of Contractual Services and Debt Coverage as noted in the table. The Other Operating Expense line has a high YTD Percentage due to the CRA Liability Insurance being front end loaded with 25% paid in the month of October.

Debt transfers for this fund are made monthly and in the months of March and September.

CRA	Annual Budget	YTD Actual	Current Month	YTD Percent
Revenue	\$ 1,206,307	\$ 1,208,031	\$ 1,208,031	100%
Expenditures	\$ 1,206,307	\$ 500,354	\$ 500,354	41%

Revenue	Annual Budget	YTD Actual	Current Month	YTD Percent
Ad Valorem	\$ 423,201	\$ 424,923	\$ 424,923	100%
Transfer from GF	783,106	783,108	783,108	100%
Total	\$ 1,206,307	\$ 1,208,031	\$ 1,208,031	100%

Expenditures	Annual Budget	YTD Actual	Current Month	YTD Percent
Wages Reclassified	\$ 193,237	\$ 96,618	\$ 96,618	50%
Other Operating Expenses	397,489	241,330	241,330	61%
Debt Coverage	260,811	130,406	130,406	50%
Grants & Aids	354,770	32,000	32,000	9%
Total	\$ 1,206,307	\$ 500,354	\$ 500,354	41%



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, May 6, 2020, 6:30 P.M.
ELECTRONIC MEETING

Utilizing Communication Media Technology

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

PURSUANT TO THE AUTHORITY CONTAINED GOVERNOR DESANTIS' EXECUTIVE ORDER NUMBER 20-69, THE TOWN OF LAKE PARK TOWN COMMISSION WILL BE UTILIZING COMMUNICATION MEDIA TECHNOLOGY AS PROVIDED IN SECTION 120.54(5)(b)2. FLORIDA STATUTE.

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

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

B. **PLEDGE OF ALLEGIANCE**

C. **SPECIAL PRESENTATION/REPORT:**

1. Presentation of the 2019 Palm Beach Sheriff's Office District 10, Year in Review. Tab 1

2. Presentation by the American Red Cross regarding Services Available to the Town of Lake Park through a Mutual Aid Agreement. 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. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda. Any person wishing to speak on an agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

- 3. April 8, 2020 Test Virtual Commission Meeting Minutes. Tab 3
- 4. April 15, 2020 Virtual Regular Commission Meeting Minutes. Tab 4
- 5. Proclamations for Water Conservation Month and Reuse Week. Tab 5
- 6. Proclamation for Support of the Guardian ad Litem Program. Tab 6
- 7. Resolution No. 34-05-20 Budget Amendment for Onsolve –CodeRed. Tab 7
- 8. Notification of Emergency Procurement: Execution of the Onsolve Services Agreement for the Provision of CodeRED Notification Service to the Town of Lake Park. Tab 8
- 9. Notification of Emergency Procurement: Work Authorization to Sunshine Land Design, Inc. for Emergency Operations and Maintenance to 72 Inch Stormwater Pipe and Bulkhead Wall at Lake Park Marina. Tab 9
- 10. Notification of Emergency Purchase: Renewal of the ShotSpotter Annual Subscription Services for 4/29/2020 through 4/28/2021. Tab 10
- 11. Notification of Emergency Procurement: Execution of Memorandum of Understanding (MOUs) with Waste Management for Emergency Stand-in-Solid Waste Collection Services (Commercial Dumpster and Residential Curbside Recycling). Tab 11

F. **BOARD MEMBERSHIP APPLICANTS:**

- 12. Nominations for the Reappointments of Judith Thomas and Joseph Rice to the Planning & Zoning Board. Tab 12

G. **PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:**

- 13. Ordinance 05-2020 Re-establishing Town Code Chapter 28-Taxation. Tab 13

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 28 OF THE CODE OF ORDINANCES TO CREATE A NEW ARTICLE V ENTITLED “ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTIONS”; PROVIDING FOR SECTION 28-251, ENTITLED “TITLE”; PROVIDING FOR SECTION 28-252, ENTITLED “INTENT”; PROVIDING FOR SECTION 28-253, ENTITLED

“DEFINITIONS”; PROVIDING FOR SECTION 28-254, ENTITLED “ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION ESTABLISHED”; PROVIDING FOR SECTION 28-255 ENTITLED “APPLICATION FOR EXEMPTION”; PROVIDING FOR SECTION 28-256, ENTITLED “CONSIDERATION OF APPLICATION”; PROVIDING FOR SECTION 28-257, ENTITLED “APPLICATION FEE”; PROVIDING FOR SECTION 28-258, ENTITLED “REVOCATION OF EXEMPTION; RECOVERY OF FUNDS”; PROVIDING FOR SECTION 28-259 ENTITLED “APPEALS”; PROVIDING FOR SECTION 28-260, ENTITLED “SURVIVAL”; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

H. PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

None

I. NEW BUSINESS:

14. Discussion Item on Town of Lake Park Economic Stimulus Options for Struggling Businesses and Homeowners. Tab 14

15. C-3/Promenade Shoppes/Twin City Mall Area Update. Tab 15

16. Request for authorization to provide a letter of support on Town letterhead for the distribution of \$312,028 of FY 2019 JAG funding for the County-wide Reentry Program and the Palm Frequent Users System Engagement Project within Palm Beach County. Tab 16

17. Review of the Town Manager’s Annual Performance Evaluation for the Period of May 1, 2019 to May 1, 2020. Tab 17

J. 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.

K. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

L. REQUEST FOR FUTURE AGENDA ITEMS:

M. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on May 20, 2020