



Minutes
Town of Lake Park, Florida
Regular Commission Meeting Minutes
Wednesday, August 5, 2020, 6:30 PM
Virtual Meeting via Zoom

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, August 5, 2020 at 6:30 p.m. Present were Mayor O'Rourke, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, John Linden, Roger Michaud, Town Manager John D'Agostino, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

Town Clerk Mendez performed the roll call and Mayor O'Rourke 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.

SPECIAL PRESENTATION/REPORT:

1. Proclamation in Honor of Kelvin Anderson.

Mayor O'Rourke read the proclamation into the record. The Commission thanked Mr. Kelvin Anderson for all his years of service and wished him well. Mr. Kelvin Anderson thanked staff and the Commission for the proclamation. He asked everyone to stay safe.

2. Proclamation in Honor of Karen Mahnk.

Mayor O'Rourke read the proclamation into the record. Ms. Karen Mahnk thanked the Commission, staff, and the citizens of the Town of Lake Park. The Commission thanked Ms. Mahnk for all her years of service and wished her well in her future endeavors.

3. Proclamation in Honor of Judith Thomas.

Mayor O'Rourke read the proclamation into the record. The Commission thanked Ms. Judith Thomas for her years of service on the Planning & Zoning Board and her expertise in the field. They thanked her for her leadership on such a vital Board to the Town. Ms. Thomas appreciated the honor, thanked the Town Commission, and especially the Board members who all works together. She encouraged residents to join the Town Boards.

4. Proclamation in Honor of Sergeant Daniel Burrows

Mayor O'Rourke read the proclamation into the record. Captain Thomas Gendreau accepted the proclamation in his honor and thanked the Town for the recognition of Sergeant Burrows retirement.

PUBLIC COMMENT:

Mayor O'Rourke read the Public Comments into the record.

1) Lafortune Capre – 433 Bayberry Drive – expressed concern with the proposed increase Sanitation Rate Assessment. Mayor O'Rourke read the public comment into the record (see Exhibit "A").

2) Jan DalCorso – 506 W. Jasmine Drive - expressed concern with the proposed increase Sanitation Rate Assessment. Mayor O'Rourke read the public comment into the record (see Exhibit "B").

CONSENT AGENDA:

5. July 15, 2020 Commission Budget Meeting Minutes

6. July 15, 2020 Regular Commission Meeting Minutes.

7. Resolution 48-08-20 Establishing a Town of Lake Park Centennial Celebration Committee.

8. Resolution 49-08-20 Authorizing and Directing the Mayor to Sign an Emergency Memorandum of Understanding with Waste Management for Stand-in Residential Curbside Garbage Collection Services Related to the COVID 19 Pandemic.

9. Resolution 50-08-20 Authorizing and Directing the Mayor to Execute an Agreement with the State of Florida, Division of Emergency Management for Grant Funds Associated with COVID 19.

10. Approval of Work Authorization to Hinterland Group, Inc. for Pipe Repairs at West Ilex Drive and Cypress Drive.

11. Notification of Emergency Procurement: Approval of the Strategic Marketing, Inc. Estimate for Production of the "We Are Open" Video for the Town and the Community Redevelopment Area.

12. Resolution 51-08-20 Authorizing and Directing the Mayor to Sign the Grant Agreement with the Department of Environmental Protection for Funding Through Florida's Resilient Coastline Program (FRGP) for Seawall Survey and Assessment and Vulnerability Assessment of Infrastructure Along the Lake Worth Lagoon Waterfront.

13. Resolution No. 52-08-20 Award of Request for Qualifications with SDI.

Town Clerk Mendez announced that item 13 would be continued to the August 19, 2020 Regular Commission Meeting.

Commissioner Linden requested that items 8 and 11 be pulled from the Consent Agenda.

Motion: Commissioner Linden moved to pull items 8 and 11 from the Consent Agenda; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

Motion: Commissioner Linden moved to approve items 5, 6, 7, 9, 10, and 12 on the Consent Agenda; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

8. Resolution 49-08-20 Authorizing and Directing the Mayor to Sign an Emergency Memorandum of Understanding with Waste Management for Stand-in Residential Curbside Garbage Collection Services Related to the COVID 19 Pandemic.

Town Manager D'Agostino explained the agenda item. He explained that the Town has a responsibility to pick-up curbside garbage collection of the Town's residential areas and during the beginning of the COVID pandemic, it became difficult to pick-up Commercial Sanitation so a similar Memorandum of Understand was approved several meetings ago for Commercial Sanitation services. Public Works Director Richard Scherle explained that the Resolution was a Memorandum of Understanding (MOU) with Waste Management in which the Town has not had to use thus far. This MOU would only become necessary if staff were out due to COVID and unable to pick-up residential curbside garbage. Commissioner Linden expressed concern with the price of the MOU with Waste Management and that the service did not go out for bid prior to this MOU. Commissioner Michaud asked if the price was in line with other municipalities. Public Works Director Scherle stated that the price was in line with what other municipalities pay, but this item was only for emergency service if it ever became necessary. The Commission discussed the Resolution and handling of emergencies.

Motion: Commissioner Michaud moved to approve item 8 on the Consent Agenda; 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 4-1.

11. Notification of Emergency Procurement: Approval of the Strategic Marketing, Inc. Estimate for Production of the “We Are Open” Video for the Town and the Community Redevelopment Area.

Town Manager D’Agostino explained the item. Assistant Town Manager/Human Resources Director Bambi Turner explained that the agenda item would include the Town, not just the Community Redevelopment Agency (CRA). The total amount for this production would be split equally between the Town and the CRA.

Motion: Vice-Mayor Glas-Castro moved to approve item 11 on the Consent Agenda; Commissioner Linden seconded the motion.

Commissioner Linden expressed concern pertaining to the cost of the production and the timing of the extra expense to the Town and CRA. The Commission discussed the reason for the production at this time and the businesses that have closed in Town. Vice-Mayor Glas-Castro pointed out that this agenda item was a notification to the Commission that the Town Manager had approved this production. Assistant Town Manager/Human Resources Director Turner confirmed. The Commission discussed how the production could affect those businesses that were open. Mayor O’Rourke suggested that the agenda item be brought back to the Commission for discussion at the next meeting. Town Manager D’Agostino defended his decision to have the production of the video. The Commission requested that Strategic Marketing continue the production of the video. The final production of the video would be brought back at a future meeting.

Vice-Mayor Glas-Castro withdrew her motion; Commissioner Linden withdrew his second.

PUBLIC HEARING – ORDINANCE ON FIRST READING:

14. Ordinance No. 08-2020 Amending Chapter 78 to Add the Definition of Small Scale Food and Beverage Production.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE III, SECTIONS 78-2 TO ADD THE DEFINITION OF SMALL SCALE FOOD AND BEVERAGE PRODUCTION; PROVIDING FOR THE AMENDMENT OF SECTION 78-71, THE C-1 BUSINESS DISTRICT TO ADD SMALL SCALE FOOD AND BEVERAGE PRODUCTION AS A SPECIAL EXCEPTION USE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director Nadia DiTommaso explained the item (see Exhibit “C”). Town Manager D’Agostino explained additional benefits that businesses would receive with this Ordinance. Vice-Mayor Glas-Castro expressed concern with the limited hours of operation. Town Manager D’Agostino explained that the C-1 Business District was near residents, so the limit was to reduce the noise impact to the residents. Vice-Mayor Glas-Castro thought the hours were too limiting. Commissioner Linden asked if there were any advantages or disadvantages to expanding the Ordinance to C-2 and C-4 Districts. He also asked if there were any applicants waiting on this Ordinance to pass. Community Development Director DiTommaso explained that there were no real disadvantages and that there were no applicants waiting on this Ordinance to pass. The Commission discussed the disadvantage of expanding this Ordinance to C-2 and C-4 Districts at this time and the restricted hours of operation.

Motion: Vice-Mayor Glas-Castro moved to approve Ordinance 08-2020 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 Baird read the Ordinance by title only.

OPEN PUBLIC HEARING(S):

15. Presentation of the Proposed Sanitation Rate Adjustments.

Mayor O’Rourke opened the Public Hearing and stated that the Public Comments received for this item were read into the record earlier this evening. Town Manager D’Agostino explained the item (see Exhibit “D”). Mr. Henry Thomas of Raftelis Financial Services gave a presentation (see Exhibit “E”). The Commission discussed the rate increase scale included in the presentation, the possibility of privatizing sanitation services, and the quality of the level of services to residents. Public Works Director Scherle explained that included in the agenda packet was information of the approximate cost of privatization of sanitation services. Vice-Mayor Glas-Castro asked what the notice requirements are by law. Public Works Director Scherle stated that directed mail was required. Town Manager D’Agostino explained that if it were the desire of the Commission, staff would go through the bidding process in the future for these services. Mr. Thomas answered questions of the Commission regarding the increase percentage and bidding out services.

PUBLIC HEARING – ORDINANCE ON SECOND READING:

16. Ordinance No. 06-2020 Rezoning of Eight Properties Located on the East Side of Prosperity Farms Road.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA REZONING EIGHT PROPERTIES LOCATED ON THE EAST SIDE OF PROSPERITY FARMS ROAD, LEGALLY DESCRIBED IN EXHIBIT “A”, AND SHOWN IN FIGURE 1 FROM R-3 RESIDENCE TO C-1B NEIGHBORHOOD COMMERCIAL AND AMENDING THE OFFICIAL ZONING MAP TO REFLECT THE REZONING; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director DiTommaso explained the item.

Motion: Commissioner Linden moved to approve Ordinance 06-2020 on Second 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 Baird read the Ordinance by title only.

17. Ordinance No. 07-2020 Amending Section 70-103 of Chapter 70 Pertaining to Temporary Signs.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 70-103 OF CHAPTER 70 PERTAINING TO TEMPORARY SIGNS; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Community Development Director DiTommaso explained the item.

Motion: Commissioner Michaud moved to approve Ordinance 07-2020 on Second Reading; Commissioner Linden seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

Town Attorney Baird read the Ordinance by title only.

Mayor O'Rourke closed the Public Hearing.

NEW BUSINESS:

18. Resolution 53-08-20 Authorizing and Directing the Mayor to Execute a License Agreement with SEH Lake Park LLC to Utilize Certain Town Owned Property for Parking Purpose for the Benefit of a Restaurant Known as Dunkin Donut.

Town Manager D'Agostino explained the item (see Exhibit "F"). Commissioner Linden expressed his concerns regarding charging more than what the appraiser reported.

Motion: Vice-Mayor Glas-Castro moved to approve Resolution 53-08-20; Commissioner Flaherty seconded the motion.

The Commission discussed the negotiated rate.

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 4-1.

19. Florida League of Cities 2020 Virtual Annual Business Meeting Voting Delegate.

Town Manager D'Agostino explained the item.

Motion: Commissioner Flaherty moved to appoint Vice-Mayor Glas-Castro as the Town's Voting Delegate at the 2020 Virtual Annual Business Meeting; Commissioner Michaud seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC COMMENT: None

FUTURE AGENDA SUGGESTIONS: Agenda item 11 to be discussed at the August 18, 2020 Regular Commission Meeting.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird had no comments.

Town Manager D'Agostino provided his comments as Exhibit "G". Mayor O'Rourke requested discussion regarding Boat Sales along Northlake Boulevard. He explained that the Northlake Boulevard Overlay District (NBOZ) agreed to have the property used for boat sales. However, the Town would bring a Text Amendment Ordinance before the Commission, which would increase the landscape buffers and other improvements so that the property was more esthetically pleasing. The Commission discussed the C-1 Business District language as it related to the NBOZ.

Commissioner Linden announced that the Lake Park Diversity Council would receive training on racial equality. Ms. Barbara Shy of Convergent & Associates would conduct the training. He invited the Commission to attend. He announced the next Community Watch meeting. He announced that he would be reading the Florida League of Cities book "The City That Talks" for children attending Operation Hope summer camp program.

Commissioner Michaud looking forward to the Back to School Extravaganza.

Commissioner Flaherty had no comments. He wished everyone well.

Vice-Mayor Glas-Castro announced that she would attend the Back to School Extravaganza on Saturday, August 8, 2020. She asked Commission Linden to take pictures during the reading with the children to submit to the Florida League of Cities.

Mayor O'Rourke announced that he would not be available to attend Saturday's event. He wished everyone well and asked everyone to wear their masks and follow the guidelines.

ADJOURNMENT

There being no further business to come before the Commission and after a unanimous vote the meeting adjourned at 10:05 p.m.



Mayor Michael O'Rourke



Town Clerk, Vivian Mendez, MMC



Approved on this 19 of August, 2020

Exhibit "A"

July 17, 20

Dear Town Commission of the Town of Lake Park,

I am writing in regards of the proposed new assessment of the annual solid-waste. I object to this new solid-waste assessment for the town of Lake Park. I believe its best to keep the current solid-waste assessment annual fees. Thank you for taking my notion on this matter concerning the Town of Lake Park of my property at 438 Bayberry Drive, Lake Park.

Sincerely;
Lafortune Capre
Lafortune Capre

RECEIVED

MAY 21 2020

Exhibit "B"

To: Town of Lake Park Commissioners

Town Clerk's Office
TOWN OF LAKE PARK

I object to yet another hike in my taxes, this time for garbage. I know you people think it's different because it's a "special assessment" or higher millage rate or Non Ad Valorem instead of Ad Valorem but it's all the same to me----more money out of my pocket because Lake Park can't manage itself effectively.

I already pay a higher tax rate (3% of assessed value) than anywhere else. I looked at all the other counties in Florida and they pay .06 - 1.2% Lake Park is out of control with 3%. This increase would make it 4%

Government people say they want affordable housing but to you that only means giving away money. It obviously doesn't mean being responsible and keeping housing costs down.

YOU SHOULD SUBCONTRACT GARBAGE COLLECTION TO PALM BEACH COUNTY INSTEAD OF DUPLICATION OF EFFORT AND OWNING YOUR OWN TRUCKS!!!

CAN'T YOU COME UP WITH ANY OTHER SOLUTION THAN SOAKING US POOR FOLKS THAT ARE STUCK WITH YOUR LACK OF FISCAL RESPONSIBILITY?

Jan DalCorso

Jan DalCorso

506 W Jasmine Dr

Lake Park



Exhibit "C"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 5, 2020

Agenda Item No.

Agenda Title: AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE III, SECTIONS 78-2 TO ADD THE DEFINITION OF SMALL SCALE FOOD AND BEVERAGE PRODUCTION; PROVIDING FOR THE AMENDMENT OF SECTION 78-71, THE C-1 BUSINESS DISTRICT TO ADD SMALL SCALE FOOD AND BEVERAGE PRODUCTION AS A SPECIAL EXCEPTION USE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[X] ORDINANCE ON 1st READING - PUBLIC HEARING
[] NEW BUSINESS
[] OTHER

Approved by Town Manager [Signature] Date: 7/30/2020
Nadia Di Tommaso / Community Development Director

Table with 3 columns: Originating Department, Costs, Attachments, Advertised, and notification details.

Summary Explanation/Background:

Please refer to the Staff Report.

Recommended Motion: I MOVE TO APPROVE ORDINANCE NO. 08-2020 on first reading.



Town of Lake Park
Community Development Department

TOWN COMMISSION
Meeting Date: August 5, 2020 – 6:30pm (or as soon
thereafter as can be heard)

STAFF REPORT

AGENDA ITEM: Staff-initiated text amendments proposing to incorporate a "Small Scaled Food and Beverage Production" Use in the Commercial-1 (C-1) Zoning District as a special exception use.

Planning & Zoning Board Meeting: July 6, 2020, Approved (3-1). The Board asked whether the incorporation of this new special exception use would allow an owner to either locate within an existing building or develop on a vacant parcel. Staff explained that both would apply as long as the parcel/site is located within the designated zoning district that includes the use. Chair Thomas explained that she is in favor of this use, but that she has voted against it only because she thinks it should be incorporated in other zoning districts, possibly the C-2 and C-4 as well. This is certainly something the Town Commission can consider given this recommendation and the Ordinance can be revised and brought back on **first** reading (with additional notices sent out) if this is the desire of the Town Commission. Right now, the Ordinance is structured to allow for an incremental integration of the use within our C-1 business district area that runs along the east side of 10th Street and along the south side of Northlake Boulevard (*larger scale production/manufacturing is also already permitted in our most intense industrial area-CLIC*). The intent is to possibly expand the use into other districts in the future after its success is measured, or possibly the demand presents itself.

Background Summary

Over the past few years, the Town has developed a unique, innovative and forward-thinking trend that has allowed for a variety of different development types to be considered within the Town limits. A perfect example is the brewery district created within the Park Avenue Downtown District and the Commercial-2 (C-2) district and the mixed-use district created along the US-1 corridor. This has generated a great deal of *positive*, economically driven attention to the Town and real life projects that have brought these changes to reality. This private-sector attention also presented an opportunity for the Town to once again stand out from its counterparts and consider a 'small scaled food and beverage production' use within its commercial and mixed-use districts to accommodate, diversify and synergize the uses already embraced by the Town. For decades (and throughout history), the food and beverage sector has played an important role in expanding economic opportunity. When most think about economic opportunity, many think of large corporations and developers with deep pockets wanting to take over towns and cities, rather than diversity. The Town's vision has been far separated from this concept and while we have created districts that promote large development scenarios, we also created districts that allow for economic opportunity on a smaller, more diverse scale, for the smaller entrepreneur. This agenda item proposes a use that is in line with this ideology.

Ultimately,

For the poor, livelihood choices – in employment and entrepreneurship – are constrained by a wide range of interdependent obstacles, ranging from geographic isolation to market failures to political exclusion. This suggests that when we think about eradicating poverty, we should think broadly about creating economic opportunity. Economic opportunity is not, in itself, a solution; instead it is a context in which individuals can create their own solutions. It is a combination of factors that enables the poor to manage their assets in ways that generate incomes and options.

(...)

Creating or expanding economic opportunity could rightly be considered a responsibility of governments toward their citizens.

(...)

The food & beverage industry has a unique role in expanding economic opportunity because it is universal to human life and health. The industry operates at multiple levels of society: families grow crops for their own consumption, communities trade fresh produce and home-processed goods, local companies transform domestic crops for local markets, and international corporations purchase commodities globally to deliver products across geographies.

(...)

Increasing the number and scale of such initiatives requires new approaches that stretch 'business as usual' practices.

SOURCE: 2007 – The Role of the Food & Beverage Sector in Expanding Economic Opportunity (*Economic Opportunity Series, Harvard University, John F. Kennedy School of Government*)

In addition, the U.S. Kitchen Incubators Industry update ([enclosed as well as a resource](#)) indicates:

Entrepreneurs and facility operators alike are in need of greater support, including professional development, capacity building, and technical assistance. In-demand support includes operations and planning; product development; branding, sales and marketing; affordable sourcing; accessing trained labor; and distribution/logistics support. Operators are seeking support with evidence-based entrepreneur programming and development.

PROPOSAL

*The provisions provided in **RED** represent the **NEW** Town Code language proposed by Staff.*

The Town encourages the evolution of emerging businesses, industries, and technologies in order to provide sustainable, year-round, and well-compensated job opportunities to the citizens of the Town of Lake Park. Consequently, Staff is looking to expand the envelope

and consider "Small Scaled Food and Beverage Production" in its Commercial-1 (C-1) zoning district (for now) as a special exception use, and possibly other zoning districts in the future to expand opportunity and promote entrepreneurship and start-ups.

Town Code Section 78-2 – Definitions

Small Scaled Food and Beverage Production means an enterprise that conducts the production of prepared food and/or beverages for local or regional wholesale or retail distribution, or both. Such uses include, but are not limited to, wholesale or retail bakeries, commercial kitchens, and specialty food and/or beverage processing or packaging shops, but excludes meat or seafood processing plants.

Town Code Section 78-71 (2) – C-1 Business District Special Exception Use

g. Small Scaled Food and Beverage Production as a special exception use provided the criteria of Section 78-184 and the following are met:

1. **Scale of Use.** The floor area of the use shall not exceed 30,000 square feet.
2. **Hours of Operation near Residential.** When abutting or within 200 feet of a residential zoning district boundary, measured from property line to property line, the use shall not operate or have any loading or delivery activities between the hours of 9:00 PM and 7:00 AM.
3. **No Nuisance Created.** The use shall not create or cause any perceptible noise, odor, smoke, electrical interference, or vibrations that constitute a public or private nuisance to neighboring properties. Documentation evidencing these elements shall be required at the time of application for special exception approval.

Oftentimes, the above proposed use is operated in conjunction with a restaurant and additional retail uses when it is used to create an incubator scenario for small scaled food and beverage entrepreneurs that require standalone commercial kitchens and associated equipment to start and grow their food and beverage related products, while learning the necessary business skills to become successful in their trade. Ultimately, this is the intent of the proposed Ordinance (*as opposed to the typical large-scale food manufacturing ideology*)

A copy of the Town's Official Zoning Map is included on the next page. It identifies the C-1 zoning district within which this use is being proposed. The use may be expanded into other districts in the future after its success is measured, or possibly the demand presents itself.



Lake Park Zoning Map



Legend

- TOWN BOUNDARY
- Planned Unit Development Overlay
- NBC2 Overlay
- CRA Overlay
- FHMUDO Federal Highway Mixed Use District Overlay
- C1 BUSINESS DISTRICT
- C2 BUSINESS DISTRICT
- C3 BUSINESS DISTRICT
- C4 BUSINESS DISTRICT
- CLIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL
- CONSERVATION
- MU MIXED USE
- P PUBLIC DISTRICT
- PADD PARK AVENUE DOWNTOWN DISTRICT
- R1 SINGLE FAMILY RESIDENCE DISTRICT
- R1A SINGLE FAMILY RESIDENCE DISTRICT
- R1AA RESIDENCE DISTRICT
- R1B TWO FAMILY RESIDENCE DISTRICT
- R1M MULTIPLE FAMILY RESIDENCE DISTRICT
- R2A MULTIPLE FAMILY RESIDENCE DISTRICT
- R2 MULTIPLE FAMILY RESIDENCE DISTRICT
- THD TRADITIONAL NEIGHBORHOOD DEVELOPMENT

Cabin, Giordano & Associates, Inc.
PLANNING CONSULTANTS

GIS
Professional and Technical Services
Geographic Information Systems



Map Date: 10/19/2018



Nadia Di Tommaso - Director
Community Development Department
Town of Lake Park
555 Park Ave., Lake Park, FL 33409
951-981-3310 951-981-3523 Fax
ndtommaso@lakeparkfla.gov

Staff Recommendation

Staff recommends APPROVAL of the proposed text amendments to Town Code Sections 78-2 and 78-71 to allow for a Small Scaled Food and Beverage Production uses to be defined and incorporated in the C-1 zoning district, as proposed by staff.

**** All property owners within the C-1 District were noticed with a letter that was mailed out on June 26, 2020 and an advertisement was also placed in the PB Post on June 26, 2020. An additional advertisement will be placed prior to 2nd reading. ****



Exhibit "D"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 5, 2020

Agenda Item No.

Agenda Title: PUBLIC HEARING on Proposed Sanitation Rate Adjustments.

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

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager Bambi McKibbon-Turner
R July 20, 2020
 Richard Scherle / Public Works Director

Digitally signed by Bambi McKibbon-Turner
 DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park, ou=Assistant
 Town Manager/Human Resources Director,
 email=B.Turner@lakeparkflorida.gov, c=US
 Date: 2020.07.20 14:42:31 -0400

Originating Department: Public Works	Costs: N/A Funding Source: N/A Acct. N/A <input type="checkbox"/> Finance _____	List of Exhibits: 1. Presentation Slides, Prepared by Raftelis Financial Consultants, Inc. 2. Final Report, Prepared by Raftelis Financial Consultants, Inc.
Advertised: Date: July 5, 2020 Paper: Palm Beach Post <input type="checkbox"/> Not Required ***ALSO, direct mailings were sent to each property that may be affected by the proposed rates, serving to notify of tonight's public hearing.	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 <u>R.Scherle</u> or Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

Tonight's public hearing is being held to discuss proposed needed adjustments to the sanitation assessment and fees that are used to fund the Town's solid-waste collection and disposal operation. It has been six (6) years since

the last rate adjustment, and the Town has worked hard to keep rates low while still being able to provide the level of service that Lake Park residents and businesses have come to expect. However, during that time, costs have increased and capital requirement obligations have accrued. Tonight's presentation from Raftelis Financial Consultants, Inc. will detail some of these cost increases and revenue requirements, and document, in great detail, why a rate adjustment is needed. In summary, the recommendation is a 9% increase to rates, as further detailed within the attached final report and presentation slides. This information is the result of a months-long, grueling study of every aspect of the finances pertinent to the solid-waste operation. Additional details can be found in Exhibit 2 as attached to this agenda item, which is the final report as prepared by the Town's financial consultant.

In March 2020, the Town hired Raftelis Financial Consultants, Inc., a firm with extensive experience in the area of utility rate studies in Florida. They have performed similar studies for municipalities and counties all over the State. It was the Town's intent to hire the best professional financial firm to assist it with fully analyzing the Town's solid-waste utility fund, and to prepare projections of how much funding is needed to make sure the fund stays healthy and able to continue providing reliable service. A public workshop and various meetings with Commissioners have already taken place to review the initial study findings and recommendations, all of which have subsequently been adjusted based upon feedback from the Commission. If adopted, the proposed rates and fees will be brought back at the next public meeting to adopt by Resolution.

This public hearing is being provided for many reasons. First, it is meant to ensure Town residents have a full picture of the financial health of their solid-waste enterprise, and to provide a forum to receive any written objections, testimony, or any other comments from any interested person who may be affected by the proposed assessment. It is crucial that residents and businesses know why this adjustment is needed, and to also know where the funding will be spent if the changes are adopted. At the end of the day, it is the Town staff's intent to make sure the solid-waste service is reliable, consistent, safe, and efficient, while at the same time, remaining extremely competitive with the rates assessed by other south Florida municipalities.

As aforementioned, the attached financial documents prepared by Raftelis Financial Consultants, Inc. detail the proposed rates and recommendations. The final recommended rate adjustment is a 9% increase from current rates. For a typical single family residential household, this would amount to an increase of \$19.39 per year (or \$1.62 additional fee per month) over the current rate of \$215.49, which equates to a proposed yearly total rate of \$234.88, or \$19.57 per month. Also, the proposed rates include increased commercial dumpster collection fees at a rate of 9%. The exact fees are included in the attachments to this agenda item.

DISCUSSION OF PRIVITIZED SERVICES:

As these adjustments are considered, it is important to remember that solid-waste services could be privatized, which may potentially result in a lower cost of service provision for solid-waste operations. This privatization means that the Town would no longer provide solid-waste collection services itself for residents and businesses. In this scenario, instead of Public Works providing solid-waste collection and disposal, a private company would provide these services. In order to provide a fully reliable and accurate cost comparison, the Town would need to go out to bid for such services. Having said that, we are indeed able to provide a frame of reference for comparison purposes based upon recent pricing from Waste Management which was provided to the Town as part of its emergency COVID19 response. Waste Management was engaged as a "back-up" plan via Memorandums of Understanding, and pricing was given to the Town as part of this process for all services currently provided in-house. These MOUs were established as a precautionary measure in case the Town's personnel became incapacitated by COVID19, in which case, Waste Management would step-in on an emergency basis to make sure there were no interruptions to service. It is important to note that it is likely that a competitive bidding process could result in lower costs than what are currently provided in these MOUs, which can be considered to be "one-off" stand-in emergency services. If the Town engages a private waste hauler in a long term contract, these private

haulers are often able to provide more attractive pricing than what is possible when providing limited, emergency services on an "on-call" basis. However, based upon current MOU pricing, the estimated cost of privatized services is as follows:

Privatized commercial dumpster collections:	\$1,632,000 Annually	
Privatized residential curbside collections:	\$1,332,000 Annually	(includes gray can service, bulk trash, vegetative waste, and recycling disposal)
Total Estimated Annual Cost:	\$2,964,000 Annually	

As aforementioned, because the estimated cost above is based on short term pricing, it is likely that a long-term standard contract could result in lower pricing. Therefore, if we assume a 20% reduction to this total estimated annual cost to account for better pricing, we arrive at a total estimated annual cost for privatized services of \$2,371,200.

In order to make a comparison of the costs of in-house provided services against the cost of privatized services, we must compare the two costs as follows:

In-house annual service cost	= \$2,214,449.45 (current rate plus proposed 9% increase)
....versus....	
Estimated annual cost of privatized services	= \$2,371,200

Based on this analysis, it is clear that the costs of in-house provided services, even with the proposed 9% increase, are quite competitive with the privatized service. As mentioned earlier in this analysis, because these numbers for privatized services are based upon estimated figures, the Town would need to establish a competitive bidding process to solicit from the market the best possible pricing available to the Town. In summary, while it is possible that slightly better pricing could be achieved by outsourcing the Town's solid-waste operation, the Town's cost of service provision is expected to be extremely competitive with the private market.

Recommended Motion: N/A

EXHIBIT 1

**Presentation to
Town of Lake Park, Florida**



**SANITATION
UTILITY RATE STUDY**

Presented by:



Exhibit "E"



Agenda

- Study Goals and Purpose
- Existing Operating Conditions
- Revenue Assumptions
- System Revenue Requirements
- Projected Rate Adjustments



Sanitation Utility Rate Study

- Purpose and Goals
 - Develop a five-year financial forecast through Fiscal Year 2025
 - Ensure adequate funding of operations and replacement of vehicles and equipment
 - Identify the need for rate adjustments during the study period



Existing Conditions – FY2020 Budget

System Revenues	\$1,760,900
System Operating Expenses	\$1,412,907 ^[1]
Debt Service	\$ 327,747
Transfer to General Fund	\$ <u>260,000</u>
Surplus/(Deficiency)	\$ (239,745) ^[1]

^[1] Amount shown is net of depreciation expense and capital outlay.

^[2] Amount funded from Cash Carry forward used to purchase two new garbage trucks.

- System is projected to have approximately \$0 in cash reserves as of September 30, 2020



Revenue Assumptions

- No new customer growth assumed
 - Approximately \$1,682,000 in net rate revenue after early payment discount and tax collector fees
 - Historical rate revenues have been fairly consistent
- Other revenues include miscellaneous charges and interest income



Projected Operating Expenses

- Operating expenses projected based on the revised Fiscal Year 2020 budget
 - FY2021 Includes \$536,197 transfer to the General Fund for Indirect Cost Allocation
 - Projected labor costs reflect proposed FY2021 personnel services costs and include a 3.5% annual increase in direct labor costs thereafter
 - Amounts reflect a 3% increase in disposal costs
 - Operating Expenses projected to increase approximately 3.6% per year on average
 - Total Expenditures including Debt Service projected to increase approximately 6.0% per year on average



Escalation Factors

General Inflation
Average 2.5%

Labor
3.5%

Health Insurance
8.0%

Disposal Fees
3.0%

Fuel
2.5%

Vehicle Cost &
Repair
5.0%



Projected Capital Expenditures

- Capital Improvement Plan for Fiscal Years 2021-2025:
 - 2 Front End Loaders
 - 2 Clam Shells
 - 2 Automated Side Loaders
 - 1 Rear Loader
 - Carts (propose to take funding from reserves payback at 5% interest)
- Total capital funding of \$1,972,500 or annual average funding need of approximately \$394,500 per year

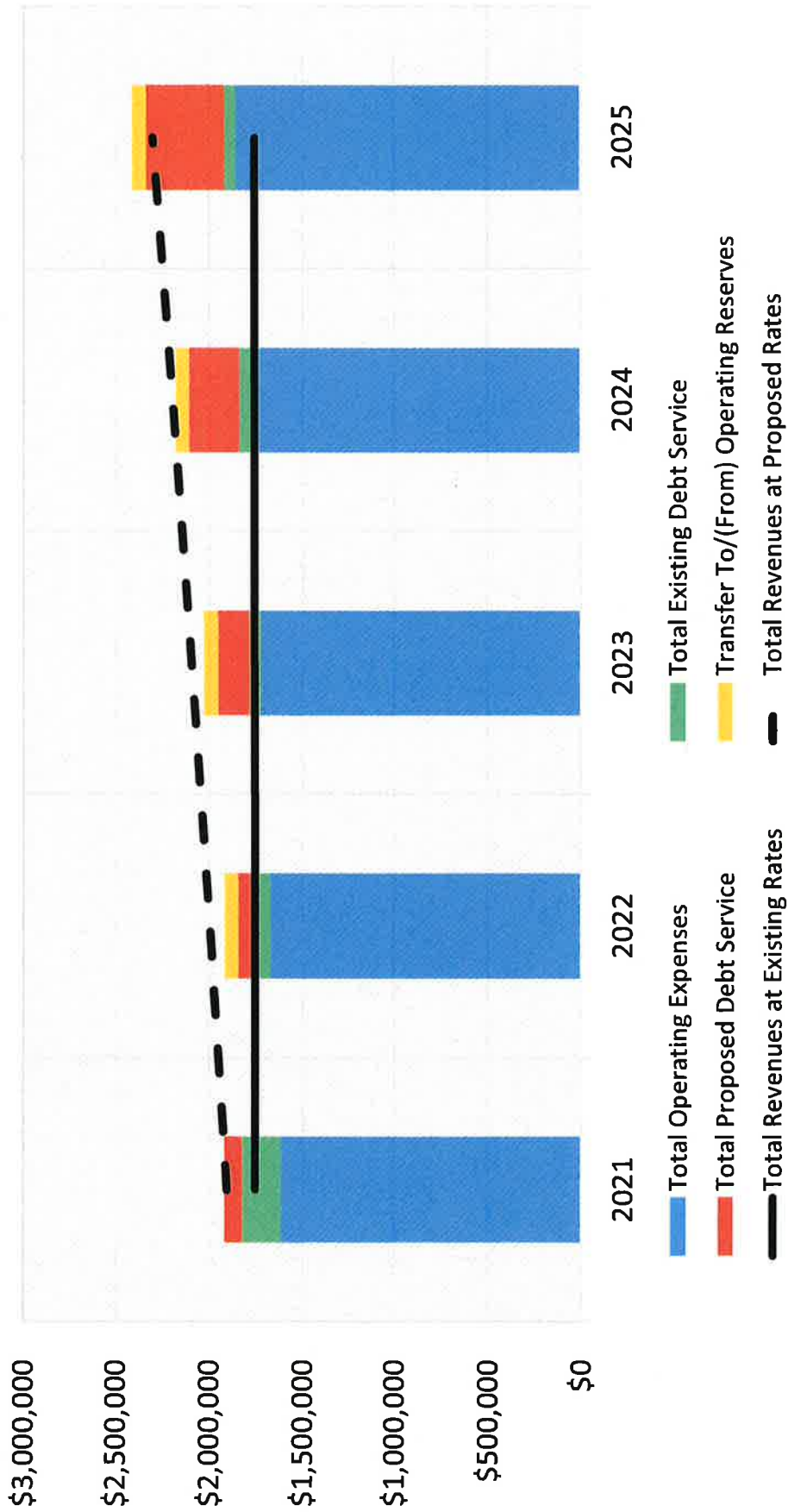


Reserve Fund Balances

- As of September 30, 2020, Sanitation Division is projected to have no cash reserves
- Study assumes a target reserve fund balance of sixty days of operating expenses or approximately \$306,000 by FY2025.
- The proposed rates achieve the target balances over the Forecast Period



Sanitation System Revenue Requirements





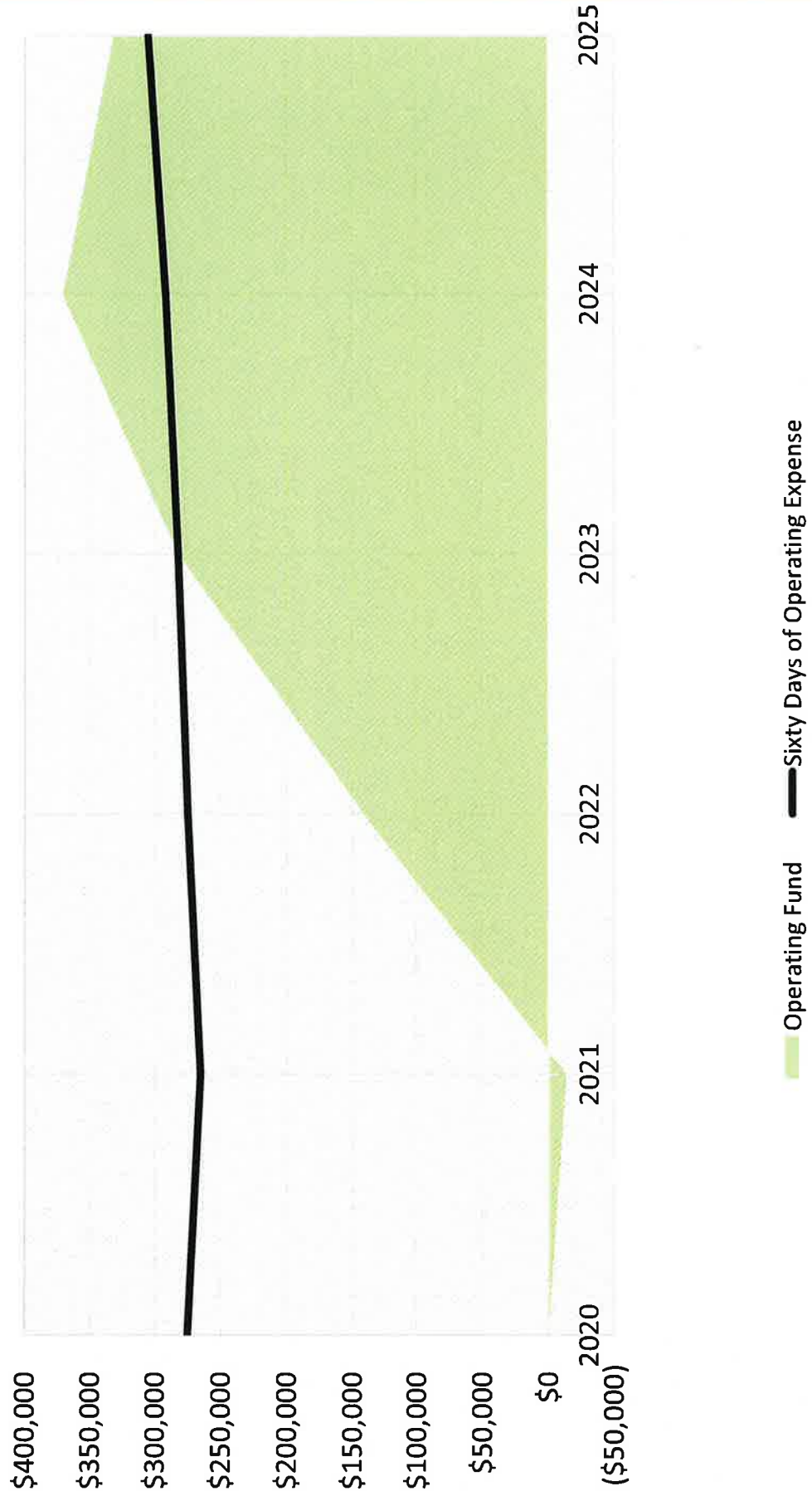
Sufficiency of Existing Rates

Projected Rate Adjustments			
2021	2022	2023	2025
9.0%	5.0%	5.0%	5.0%



Operating Reserve Balance

Operating Reserves Ending Cash Balance





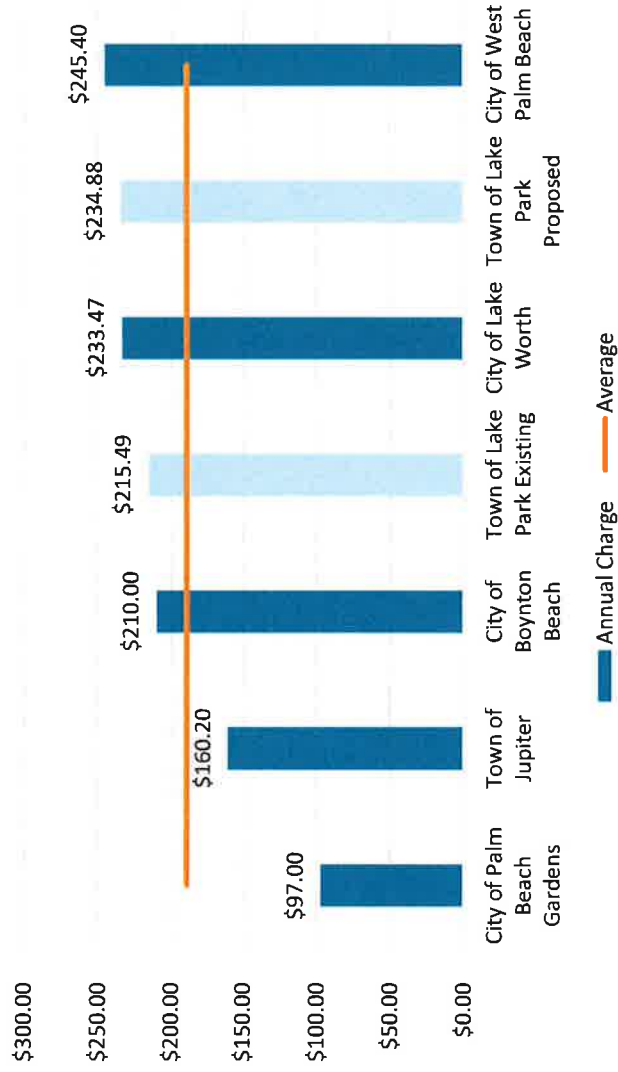
Proposed Residential Rates

<u>Service Type</u>	<u>Existing</u>	<u>Proposed FY2021</u>
Single Family	\$215.49	\$234.88
Mobile Homes	\$215.49	\$234.88
Multi-Family <5 units	\$215.49	\$234.88
Multi-Family > 4 units	\$145.93	\$159.06



Rate Comparison

Palm Beach County - Annual Residential Bill Comparison





Why Rates are Different

- ❖ Differences among rates may be due to:
 - Frequency of collection
 - Types of waste collected
 - Type of collection service (e.g., automated)
 - Disposal options and fees
 - Density of service area
 - Age of fleet and facilities
 - Fuel source



Findings and Conclusions

- ❖ Existing rates are not projected to be sufficient
- ❖ The Town is recommended to adopt the proposed sanitation rates for Fiscal Year 2021
- ❖ Property value enhancement due to collection and disposal of solid waste due to elimination of health hazards, promotion of cleanliness and safety, and aesthetics should exceed the overall cost of the assessments. Therefore, the service represents a special benefit.
- ❖ Proportionality of the assessments upon benefitted properties, as previously established in Resolution No. 20-07-14 has been preserved.
- ❖ The Town should periodically review the adequacy of sanitation rates over the course of the study period to ensure revenue sufficiency in subsequent years.

EXHIBIT 2

**TOWN OF LAKE PARK,
FLORIDA**



SANITATION RATE STUDY

July 10, 2020



July 10, 2020

Mr. Richard Scherle
Director of Public Works
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

Subject: **Sanitation Rate Study**

Dear Mr. Scherle:

Raftelis Financial Consultants Inc. ("Raftelis") has completed the study of the sanitation system (the "System") financial plan and rates for the Town of Lake Park, Florida (the "Town"), and has summarized the results in this letter report your consideration. This report summarizes the financial plan for Fiscal Year 2021 through Fiscal Year 2025 (the "Study Period") and proposed rate adjustments for the same period. The purpose of this study was to:

- Identify the ability of revenues derived from the current charges for sanitation service to fund the projected financial and expenditure requirements of the System and necessary transfers;
- Provide recommended rates to recover the projected financial and expenditure requirements of the System;
- Provide an evaluation of the overall financial position and cash balances of the System; and
- Develop a financial plan in conjunction with Town staff to promote and maintain long-term sustainability based on the funding goals and objectives of the System.

To develop the proposed sanitation system financial plan and rates, we have relied upon certain information and data provided by the Town including the Town's comprehensive annual financial reports ("CAFR"), the Fiscal Year 2020 operating budget and certain data derived from the proposed Fiscal Year 2021 operating budget, estimated capital expenditures, customer statistics, periodic reports, records of operation, and other information and data provided by the Town. To the extent we have performed our analyses using certain data and information obtained from the Town in the preparation of this report, we have relied upon such information to be accurate and no assurances are intended, and no representation or warranties are made with respect thereto or the use made herein.

CONCLUSIONS AND RECOMMENDATIONS

Based on our studies, assumptions, considerations, and analyses as summarized herein, we are of the opinion that:

1. The Town's existing rates for sanitation service are not anticipated to be sufficient to recover the projected system costs and financial requirements for the Study Period.
2. In order to meet the projected revenue requirements of the System, it is recommended that the Town consider rate adjustments of nine percent (9.0%) for Fiscal Year 2021 followed by adjustments of five percent (5%) per year for Fiscal Years 2022 through 2025.
3. Property value enhancement due to the collection and disposal of solid waste due to elimination of health hazards, promotion of cleanliness and safety, and aesthetics should exceed the overall cost of the assessments. Therefore, the service represents a special benefit.
4. Proportionality of the assessments upon benefitted properties, as previously established in Resolution No. 20-07-14, has been preserved.
5. The Town should periodically review the adequacy of sanitation rates over the course of the Study Period to ensure revenue sufficiency in years subsequent to Fiscal Year 2021.

We appreciate the opportunity to be of service to the Town and would like to thank the Town's staff for their valuable assistance and cooperation during this study.

Respectfully submitted,

Raftelis Financial Consultants, Inc.



Henry L. Thomas
Vice President

HLT/dlc
Attachments

TOWN OF LAKE PARK, FLORIDA

SANITATION RATE STUDY

INTRODUCTION

Raftelis Financial Consultants, Inc. ("Raftelis") was tasked with the preparation of a five-year financial forecast of the Town of Lake Park's Sanitation System (the "System") encompassing Fiscal Years 2021 through 2025 (the "Study Period"). This report, which should be read in its entirety, provides a summary of customer and financial trends, study methodology, principal assumptions, findings, and recommendations, and an overview of the projected financial position of the Town of Lake Park's (the "Town") Sanitation Division. The rate recommendations as set forth in this study are based on the financial projections developed for the System.

EXISTING SERVICE AND RATES

The Town provides solid waste collection service to residential and commercial properties within the Town. Customers receiving curbside service receive twice-weekly garbage and once-weekly recycling and bulk waste collection. Customers receiving container (i.e., dumpster) service have a variety of options regarding container size and collection frequency. Residential sanitation services are billed annually as a non-ad valorem assessment. Non-residential sanitation service is billed monthly by the Town. Below are the Town's existing rates for residential sanitation service, which have not been adjusted since Fiscal Year 2014.

Existing Annual Rates for Residential Sanitation Service	
Service Type	Existing Rate
Single-Family	\$215.49
Mobile Home	\$215.49
Multi-Family per Unit (Less than 5 Units)	\$215.49
Multi-Family per Unit (Greater than 4 Units)	\$145.93

Below are the Town's existing sanitation rates for commercial dumpster service, which were adopted in Fiscal Year 2014.

Existing Commercial Dumpster Rates					
Cubic Yards	Once/Week	Twice/Week	Three Times/Week	Four Times/Week	Five Times/Week
0.5	18.54	37.09	55.63	74.18	92.72
2.0	74.21	148.41	222.61	296.83	371.04
3.0	111.31	222.61	333.92	445.22	556.53
4.0	148.41	296.83	445.22	593.66	742.07
6.0	222.61	445.22	667.83	890.44	1,113.06
8.0	296.83	593.66	890.49	1,187.32	1,484.15

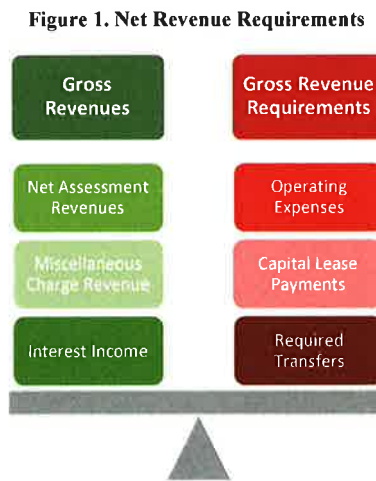
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REVENUE PROJECTIONS

For Fiscal Year 2020, the Town billed revenues of approximately \$1,682,000 in sanitation rate revenue. As stated above, the sanitation rates for residential service are billed through a non-ad valorem assessment and the rates for commercial collection services are billed monthly by the Town. The projected residential revenues to be collected through non-ad valorem assessments reflect amounts associated with the discount for early tax payment per Florida Statutes, Chapter 197.162 and tax collector fees, both of which reduce the revenues available for System purposes. Based on discussions with Town staff, the service area is essentially built out and, therefore, it is not projected that the Town will realize any significant customer growth for residential or commercial service throughout the Study Period. As a result, it is projected that sanitation system revenue will be approximately \$1,682,000 per year for the Study Period based on existing rate levels.

REVENUE REQUIREMENTS

The various components of cost associated with operating and maintaining a municipally owned sanitation system, as well as the cost of financing the renewal and replacement of vehicles and equipment and required transfers are generally referred to as the cash revenue requirements. The sum of these cost components, after adjusting for other income and other operating revenues available to the System, represents the net revenue requirements to be recovered from sanitation rates.



The projected revenue requirements include the various generalized cost components described below:

- **Operating Expenses:** Includes the cost of disposal service, labor and personnel related costs, contractual services, vehicle and fleet maintenance, utilities, operating supplies, equipment repairs and maintenance, indirect cost allocation of certain General Fund expenses and other items necessary for the provision of sanitation services.
- **Other Revenue Requirements:** Includes, in general, any recurring capital improvements to be financed from revenues such capital lease payments for replacement vehicles and transfers to cash reserves if necessary, to establish and maintain minimum operating reserve cash balances.

PRINCIPAL ASSUMPTIONS AND CONSIDERATIONS

The projected cash revenue requirements, as shown on Table 1 reflect certain assumptions, considerations, and analyses. The major assumptions, considerations and analyses that are included in the development of the projected revenue requirements for the Study Period are as follows:

1. The Fiscal Year 2020 operating budget provided by the Town served as the basis for the expenditure projections set forth herein. Unless otherwise noted, the underlying assumptions and expenditure amounts included in the operating budgets are assumed to be reasonable and reflect anticipated operations. Such budgetary amounts are incorporated into the revenue requirement component of the study, except for adjustments and assumptions as noted hereunder.
2. Projected revenues from existing sanitation rates are based on the schedule of rates in effect as of the date of this report, which have not been adjusted since Fiscal Year 2014.
3. The operations and maintenance expenses budgeted for Fiscal Year 2020 for sanitation service are projected for the five (5) years of the Study Period using various escalation factors. These escalation factors and the resulting operating cost projections are shown on Tables 2 and 3, respectively. The projected operating expenses were developed for the Study Period as follows:
 - a. Based on discussions with the Town staff, labor- and personnel-related costs other than health insurance are projected to increase 3.5% annually. The cost of employee health insurance paid by the Town is escalated by 8.0% annually to reflect higher increases, compared to general labor escalation, in insurance costs over the next several years.
 - b. Budgeted Fiscal Year 2020 operating expenses such as operating supplies, training and travel are projected to increase from current budgetary levels at an annual rate of inflation of approximately 2.6%. The forecast of inflation was based upon Consumer Price Index for All Urban Consumers ("CPI") forecasts prepared by the Congressional Budget Office ("CBO") as contained in "The Budget and Economic Outlook: 2020 to 2030" report and was published in January 2020.
 - c. The cost of replacing sanitation vehicles and equipment repairs are projected to increase by 5.0% annually based on recent historical expenditures and discussions with Town staff.
 - d. The Town disposes of waste at facilities owned by Palm Beach County Solid Waste Authority and is charged disposal fees. Disposal fees charged for the disposal of solid waste currently account for approximately thirteen percent (13.0%) of total System operating expenses and are projected to increase 3.0% annually.
4. The projected capital expenditures for the sanitation system are based on vehicle replacements plans provided by Town staff. The plan assumes that the unit cost of new replacement vehicles is projected to increase in cost by five percent (5.0%) per year. The System is projected to spend \$394,500 per year on average for vehicle and equipment replacement. Table 4 sets forth the projected capital expenditures. It is assumed that

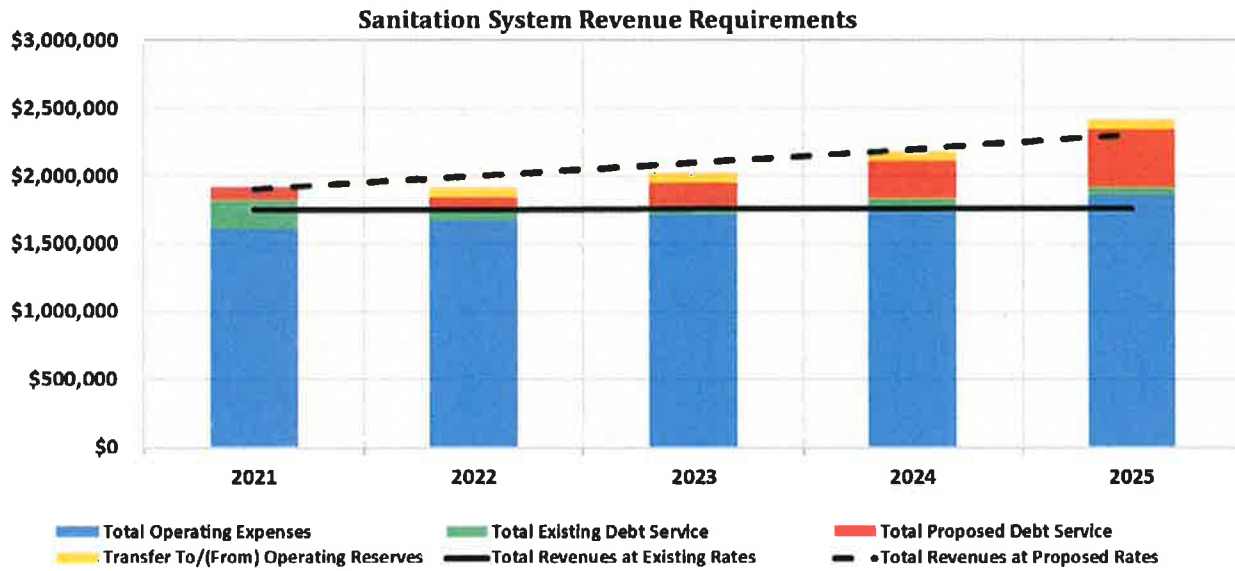
expenditures for vehicle replacements are financed through capital leases. The projected expenditure for recycling carts of \$135,000 is assumed to be financed with an internal loan from the Town's general fund reserves to be repaid over five years.

5. The Fiscal Year 2021 revenue requirements includes transfers to the Town's general fund of approximately \$536,000 to cover the System's allocated administrative overhead costs. Based on discussions with staff, these indirect cost transfers are projected to increase at three and one-half percent (3.5%) annually throughout the Study Period.
6. The sanitation system does not currently have any operating cash reserves. In order to meet day-to-day funding needs as well as to cover any unexpected fluctuations in expenditures. Based on discussions with Town staff, a minimum operation reserve fund balance equal to sixty (60) days operating revenues or approximately \$305,000 is targeted to be achieved during the Study Period.
7. Amounts associated with depreciation and amortization expenses have not been recognized in this analysis. While a component of the enterprise fund's income statement, these expenditures are non-cash in nature and are not considered as revenue requirements for rate-making purposes under a publicly owned utility system basis (publicly owned utilities' rates are based on a cash expenditure basis). Therefore, such depreciation amounts have not been recognized as revenue requirements to be recovered from rates for the Study Period.
Summary of Net Revenue Requirements.
8. Approximately \$108,000 of sanitation labor costs are allocated to grounds maintenance based on the periodic assessment of certain employees to the ground's maintenance function.
9. It is assumed that the Town will receive approximately \$12,000 for each garbage truck replaced in the Study Period.

Based upon the assumptions used to prepare the System's financial forecast regarding operating expenses, capital requirements, general fund transfers, and rate increases, the projected net revenue requirements of the System that are estimated to be recovered from user rates are summarized on Figure 2.

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Figure 2



As can be seen on Figure 2, the projected net revenue requirements estimated to be recovered from sanitation rates for the Study Period are anticipated to increase from \$1,847,378 in Fiscal Year 2021 to \$2,343,930 in Fiscal Year 2025, which is an increase of approximately 6.0 per year. The primary reasons for these increases are: i) projected inflationary increases in operating and vehicle replacement expenditures; and ii) increased disposal fees.

ADEQUACY OF SANITATION RATE REVENUES

Based on the forecast of revenues and revenue requirements for the sanitation system and the assumptions and considerations set forth herein with respect to the estimation of System net revenue requirements, the System-wide rate adjustments are projected as follows:

Proposed Rate Adjustments		
Fiscal Year	Percent	Amount
2021	9.0%	\$151,938
2022	5.0%	\$91,680
2023	5.0%	\$96,264
2024	5.0%	\$101,077
2025	5.0%	\$106,131

The proposed residential rates for Fiscal Year 2021 are summarized as follows:

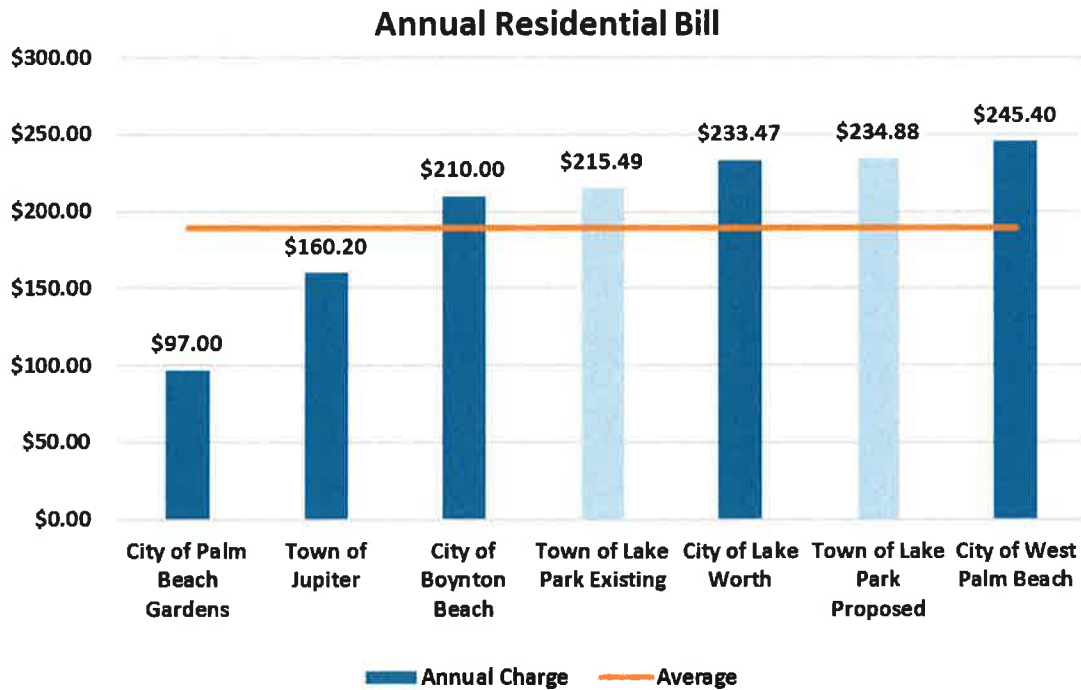
Proposed Annual Rates for Residential Sanitation Service	
Service Type	Existing Rate
Single-Family	\$234.88
Mobile Home	\$234.88
Multi-Family per Unit (less than 5 Units)	\$234.88
Multi-Family per Unit (greater than 4 Units)	\$159.00

The proposed sanitation rates for commercial dumpster service for Fiscal Year 2021 are as follows:

Proposed Commercial Dumpster Rates					
Cubic Yards	Once/Week	Twice/Week	Three Times/Week	Four Times/Week	Five Times/Week
0.5	\$20.21	\$40.43	\$60.64	\$80.86	\$100.50
2.0	\$80.99	\$161.77	\$242.64	\$323.54	\$404.43
3.0	\$121.33	\$242.64	\$363.97	\$485.29	\$606.62
4.0	\$161.77	\$323.54	\$485.29	\$647.09	\$808.86
6.0	\$242.64	\$485.29	\$727.93	\$970.63	\$1,213.24
8.0	\$323.54	\$647.09	\$970.63	\$1,294.18	\$1,617.72

Sanitation Rate Comparisons

In order to provide additional information regarding the Town's proposed sanitation system rates, a comparison of the proposed single-family residential rates for the Town and those charged by other Palm Beach County solid waste systems was prepared. Reasons for differences among rates may be due to: i) the types and frequency of waste collection; ii) whether a system has automated collection service; iii) the fuel source for the vehicles; iv) disposal options and fees; v) density of the service area; and vi) the age of fleet and facilities.



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CONCLUSIONS AND RECOMMENDATIONS

Based on our studies, assumptions, considerations, and analyses as summarized herein, we are of the opinion that:

1. The Town's existing rates for sanitation service are not projected to be sufficient to recover the projected System costs and financial requirements for the Study Period.
2. In order to meet the projected revenue requirements of the System, it is recommended that the Town consider a rate increase of nine percent (9.0%) for Fiscal Year 2021 followed by adjustments of five percent (5%) annually for Fiscal Years 2022 through 2025.
3. Property value enhancement due to Town's provision of sanitation services due to elimination of health hazards, promotion of cleanliness and safety, and aesthetics should exceed the overall cost of the assessments. Therefore, the service represents a special benefit.
4. Proportionality of the assessments upon benefitted properties, as previously established in Resolution No. 20-07-14, has been preserved.
5. The Town should periodically review the adequacy of sanitation rates over the course of the Study Period to ensure revenue sufficiency in years subsequent to Fiscal Year 2021.

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TOWN OF LAKE PARK, FLORIDA

SANITATION RATE STUDY

LIST OF TABLES

<u>Table No.</u>	<u>Description</u>
1	Projected Solid Waste System Revenue Requirements
2	Summary of Projected Escalation Factors
3	Projection of Solid Waste Operating Expenses
4	Capital Improvement Program Funding Plan

Table 1
Town of Lake Park, FL
Sanitation Utility Rate Study

Projected Solid Waste System Revenue Requirements

Line No.	Description	Projected Fiscal Year Ending September 30,					
		2020	2021	2022	2023	2024	2025
<u>Operating Expenses</u>							
1	Total Operating Expenses	\$1,672,909	\$1,615,196	\$1,674,006	\$1,719,374	\$1,774,690	\$1,856,925
<u>Debt Service Payments: [2]</u>							
<u>Existing Debt</u>							
2	Existing Debt	\$327,747	\$207,130	\$63,654	\$63,654	\$63,654	\$63,654
3	Total Existing Debt Service Payments	\$327,747	\$207,130	\$63,654	\$63,654	\$63,654	\$63,654
<u>Proposed Debt Service: [3]</u>							
4	Capital Lease 1	\$0	\$73,166	\$73,166	\$0	\$0	\$0
5	Capital Lease 2	0	0	0	139,747	139,747	139,747
6	Capital Lease 3	0	0	0	0	97,990	97,990
7	Capital Lease 4	0	0	0	0	0	152,848
8	Internal Loan - Carts	\$0	\$23,386	\$31,182	\$31,182	\$31,182	\$31,182
9	Capital Lease 5	0	0	0	0	0	0
10	Total Proposed Debt Service Payments	\$0	\$96,552	\$104,347	\$170,929	\$268,918	\$421,766
11	Total Debt Service Payments	\$327,747	\$303,682	\$168,001	\$234,583	\$332,572	\$485,420
<u>Other Revenue Requirements:</u>							
12	Transfer to General Fund [4]	\$260,000	\$0	\$0	\$0	\$0	\$0
13	Transfer to Capital / R&R Fund	0	0	0	0	0	0
14	Transfer To/(From) Operating Reserves [5]	(243,000)	0	76,285	76,285	76,285	76,285
15	Total Other Revenue Requirements	\$17,000	\$0	\$76,285	\$76,285	\$76,285	\$76,285
16	Gross Revenue Requirements	\$2,017,656	\$1,918,878	\$1,918,292	\$2,030,241	\$2,183,547	\$2,418,630
<u>Less Income and Funds from Other Sources:</u>							
17	Other Operating Revenue [6]	\$71,500	\$71,500	\$71,500	\$71,500	\$71,500	\$71,500
18	Interest Income [7]	7,200	0	800	1,600	2,400	3,200
19	Total Other Revenues	\$78,700	\$71,500	\$72,300	\$73,100	\$73,900	\$74,700
20	Net Revenue Requirements	\$1,938,956	\$1,847,378	\$1,845,992	\$1,957,141	\$2,109,647	\$2,343,930
<u>Revenue from Solid Waste Rates:</u>							
21	Collection Revenue from Existing Rates [8]	\$1,682,200	\$1,682,200	\$1,682,200	\$1,682,200	\$1,682,200	\$1,682,200
22	Prior Year Rate Adjustments	0	0	151,398	243,078	339,342	440,419
23	Collection Revenue Before Current Year Adjustments	\$1,682,200	\$1,682,200	\$1,833,598	\$1,925,278	\$2,021,542	\$2,122,619
24	Revenue Surplus / (Deficiency)	(256,756)	(165,178)	(12,394)	(31,863)	(88,105)	(221,311)
25	Percent of Current Year Rate Revenue	-15.26%	-9.82%	-0.68%	-1.66%	-4.36%	-10.43%
<u>Current Year Rate Adjustments</u>							
26	Current Year Rate Adjustment	0.00%	9.00%	5.00%	5.00%	5.00%	5.00%
27	Effective Month	Oct.	Oct.	Oct	Oct	Oct.	Oct.
28	% of Current Year Effective	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
29	Total Revenue from Current Year Adjustments	\$0	\$151,398	\$91,680	\$96,264	\$101,077	\$106,131
30	Collection Revenue After Rate Adjustments	\$1,682,200	\$1,833,598	\$1,925,278	\$2,021,542	\$2,122,619	\$2,228,750
31	Total Revenue After Rate Adjustments	\$1,682,200	\$1,833,598	\$1,925,278	\$2,021,542	\$2,122,619	\$2,228,750
32	Revenue Surplus/(Deficiency)	(256,756)	(\$13,780)	\$79,286	\$64,401	\$12,972	(\$115,180)
33	Percent of Rate Revenues	-15.26%	-0.75%	4.12%	3.19%	0.61%	-5.17%

Table 2

Town of Lake Park, FL
Sanitation Utility Rate Study

Summary of Projected Escalation Factors

Line No.	Description	Escalation Reference	Fiscal Year Ending September 30,				
			2021	2022	2023	2024	2025
Expense and Revenue Factors							
1	General Inflation (CPI) [1]	Inflation	1.0240	1.0260	1.0260	1.0260	1.0260
2	Labor and Benefits [2]	Labor	1.0300	1.0350	1.0350	1.0350	1.0350
3	Contractual Services	Contractual	1.0240	1.0240	1.0240	1.0240	1.0240
4	Health Insurance [2]	Health-Ins	1.0500	1.0800	1.0800	1.0800	1.0800
5	Repair and Maintenance [2]	Repair	1.0500	1.0500	1.0500	1.0500	1.0500
6	Constant	Constant	1.0000	1.0000	1.0000	1.0000	1.0000
7	Eliminate	Eliminate	0.0000	0.0000	0.0000	0.0000	0.0000
8	Tipping Fees	Disposal	1.0300	1.0300	1.0300	1.0300	1.0300
Cumulative Capital Factors [3]							
9	Inflation	Inflation	1.0000	1.0260	1.0530	1.0800	1.1080
10	No Assumed Escalation	None	1.0000	1.0000	1.0000	1.0000	1.0000
11	Capital Outlay	Outlay	1.0000	1.0350	1.0710	1.1080	1.1470
12	ENR Index	ENR	1.0000	1.0300	1.0610	1.0930	1.1260
13	Marginal Increase	Marginal	1.0000	1.0100	1.0200	1.0300	1.0400
14	Vehicles [2]	Vehicle	1.0000	1.0800	1.1660	1.2590	1.3600

Footnotes:

- [1] Estimated based on projections from "Budget and Economic Outlook: 2018 to 2028", published by the Congressional Budget Office in January 2019.
- [2] Based on discussions with City staff.
- [3] Capital escalation factors are not assumed for Fiscal Year 2020 as the provided capital plan was developed near the start of Fiscal Year 2020.

Town of Lake Park, FL
Sanitation Utility Rate Study

Protection of Solid Waste Operating Expenses

Line No.	Description	Adjusted 2020	Escalation Reference	Fiscal Year Ending September 30,				
				2021	2026	2027	2028	2029
Solid Waste Utility Operating Expenses								
<u>Personnel Services:</u>								
1	Regular Salaries and Wages Salaries	\$371,963	Labor	\$384,683	\$456,883	\$472,874	\$489,424	\$506,554
2	Overtime	10,000	Labor	11,500	13,658	14,136	14,631	15,143
3	Reclassified Wages/Allocated to Parks for Maintenance Services	125,226	Labor	(108,000)	(160,278)	(165,888)	(171,694)	(177,703)
4	Opt Out Payment	4,728	Labor	4,728	5,615	5,812	6,015	6,226
5	Payroll Taxes Employer FICA and Medicare	28,059	Labor	30,311	36,000	37,260	38,564	39,914
6	Retirement Contributions	26,222	Labor	25,767	30,603	31,674	32,783	33,930
7	Retirement Contributions Town Match	10,758	Labor	11,493	13,650	14,128	14,622	15,134
8	Health Insurance	86,291	Health-Ins	105,775	155,418	167,852	181,280	195,782
9	Health Insurance - Dental and Vision	3,924	Health-Ins	3,576	5,254	5,675	6,129	6,619
10	Life Insurance	1,014	Health-Ins	1,047	1,538	1,661	1,794	1,938
11	Disability Insurance	2,878	Labor	3,439	4,084	4,227	4,375	4,529
12	Workers Compensation	20,228	Labor	20,228	24,025	24,865	25,736	26,636
13	Total Personnel Services	\$691,291		\$494,547	\$586,452	\$614,277	\$643,660	\$674,702
<u>Operating Expenses:</u>								
14	Disposal Services- Garbage	\$234,000	Disposal	\$241,020	\$279,408	\$287,790	\$296,424	\$305,317
15	Administrative Fee	145,000	Eliminate	0	0	0	0	0
16	Contract Services	26,080	Labor	26,862	31,904	33,021	34,176	35,373
17	Travel and Per Diem - Travel	500	Inflation	512	581	595	609	624
18	Telephone	2,400	Inflation	2,458	2,789	2,856	2,924	2,994
19	Freight and Postage Services - Postage	1,500	Inflation	1,536	1,743	1,785	1,828	1,871
20	Rentals	7,400	Inflation	7,578	8,598	8,805	9,016	9,233
21	Capital Leases	5,432	Constant	5,432	5,432	5,432	5,432	5,432
22	Utility Services - Recycling	0	Disposal	0	0	0	0	0
23	Insurance - ISF: Risk Management	26,514	Inflation	27,150	30,808	31,547	32,305	33,080
24	Repair and Maintenance Services - ISF: Fleet Maintenance	82,192	Repair	86,302	110,145	115,652	121,435	127,507
25	Repair and Maintenance Services - Parts and Supplies	89,200	Repair	93,660	119,537	125,513	131,789	138,378
26	Repair and Maintenance Services - Repairs and Maintenance	0	Repair	0	0	0	0	0
27	Printing and Binding	0	Inflation	0	0	0	0	0
28	Advertising	4,000	Inflation	4,096	4,648	4,759	4,874	4,991
29	Uniforms	4,400	Inflation	4,506	5,113	5,235	5,361	5,490
30	Office Supplies - Office Supplies	300	Inflation	307	349	357	366	374
31	Operating Supplies	4,200	Repair	4,410	5,628	5,910	6,205	6,516
32	Fuel	51,000	Inflation	52,224	59,260	60,682	62,138	63,630
33	Small Tools	2,500	Inflation	2,560	2,905	2,975	3,046	3,119
34	Containers	35,000	Inflation	35,840	49,769	50,963	52,186	53,439
35	Training	0	Inflation	0	0	0	0	0
36	Total Operating Expenses	\$721,618		\$596,452	\$718,616	\$743,878	\$770,114	\$797,366
<u>Other Operating Income/Expenses:</u>								
37	Indirect Cost Allocation - General Fund Expense	\$260,000	Labor	\$536,197	636,834	659,123	682,192	706,069
38	Other Income/Vehicle Salvage			(\$12,000)				
39	Total Other Nonoperating Uses - Proprietary Funds	\$1,672,909		\$1,615,196	\$1,941,901	\$2,017,277	\$2,095,966	\$2,178,137
40	Total Adjusted Solid Waste Fund	\$1,672,909		\$1,615,196	\$1,941,901	\$2,017,277	\$2,095,966	\$2,178,137

Town of Lake Park, FL
Sanitation Utility Rate Study

Capital Improvement Program Funding Plan [1]

Line No.	Description	Escalation Reference	Funding Source	Adjusted 2020	Fiscal Year Ending September 30,			10-Year Total	
					2021	2022	2023		2028
CAPITAL IMPROVEMENT PLAN									
1	Dumpster Enclosure	Vehicle	Operating	\$5,000	\$0	\$0	\$0	\$0	\$5,000
2	Clam Shell	Vehicle	Senior1	0	140,000	0	0	0	140,000
3	Clam Shell	Vehicle	Sub.2	0	0	0	0	0	170,000
4	Front End Loader	Vehicle	Senior2	0	0	0	0	0	320,000
5	Front End Loader	Vehicle	Senior4	0	0	320,000	0	0	320,000
6	Automated Side Loader	Vehicle	Senior2	0	0	0	0	0	350,000
7	Automated Side Loader	Vehicle	Senior4	0	0	320,000	0	0	320,000
8	Rear Loader	Vehicle	Senior3	0	0	0	0	0	350,000
9	Carts	Vehicle	Sub.1	0	0	187,500	0	0	187,500
10	Additional Capital Replacements	Vehicle	Rates	0	135,000	0	0	0	135,000
11		Vehicle	Rates	0	0	0	0	0	0
12		ENR	Rates	0	0	0	0	0	0
13	Additional Capital Replacements (Split Funding) [2]	Vehicle	Rates	0	0	0	0	(41,500)	(128,500)
		Vehicle	Operating	0	0	0	0	41,500	128,500
	Subtotal Capital Improvement Plan			\$5,000	\$140,000	\$187,500	\$0	\$0	\$2,290,700
	Additional Capital Outlay	None	Rates	\$0	\$0	\$0	\$0	\$0	\$0
14	TOTAL CAPITAL IMPROVEMENT PLAN			\$5,000	\$140,000	\$187,500	\$0	\$0	\$2,290,700



Exhibit "F"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 5, 2020

Agenda Item No.

Agenda Title: Resolution Authorizing and Directing the Mayor to Execute a License Agreement with SEH Lake Park LLC to Utilize Certain Town Owned Property for Parking Purpose for the Benefit of a Restaurant Known as Dunkin Donuts

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

Approved by ^{ACTION} Town Manager Bonnie McMillan Spivey Date: 7/24/2020

Name/Title

Originating Department: Town Manager	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Resolution; Copy of New License Agreement; and, Copy of 2010 License Agreement
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <u>BMT</u> Please initial one.

Summary Explanation/Background:

At its August 18, 2010 meeting, the Commission approved the License Agreement between the Town of Lake Park and DB Real Estate Assets I LLC for permission to utilize certain Town owned property adjacent to the Dunkin Donuts restaurant on Federal Highway for parking purposes. Such License Agreement, entered into on September 20, 2010, will expire on August 31, 2020.

The purpose of this agenda item is to approve a new ten-year License Agreement between the Town and SEH Lake Park LLC for permission to utilize the same Town owned property for parking purposes for the benefit of Dunkin Donuts restaurant for an annual rent of \$10,247.85.

A copy of the 2010 License Agreement and the new License Agreement are attached.

Staff recommends approval.

Recommended Motion: I move to approve Resolution 53-08-20.

Exhibit "G"

TOWN MANAGER COMMENTS

AUGUST 5, 2020 – TOWN COMMISSION MEETING

COVID-19 UPDATE

This is to let you know that according to the Florida Department of Health website there are 117 cases of COVID-19 for the Town Lake Park according to data through 8/4/2020 and as verified as of today at 9:25 a.m.

BACK TO SCHOOL EXTRAVAGANZA

The Town of Lake Park will host its annual Back to School Extravaganza on Saturday, August 8th from 10:00 am to 1:00 pm at Town Hall. This year's event will be a drive-up event only. All participants must pre-register to receive a backpack filled with school supplies. For more information on registration, sponsorship, donating supplies or becoming an event volunteer please contact the Special Events Department at 561-840-0160.

COMMUNITY DEVELOPMENT

In follow-up to the discussions held with Bill Reichel, staff conducted some research on Boat Sales along Northlake Boulevard. It seems North Palm Beach and Palm Beach Gardens staff are open to the idea of having boat sales on a smaller lot size as long as certain land development regulations related to circulation, landscaping and design are incorporated so that impacts are reduced. The entities understand that boats are larger than cars and smaller lot sizes will mean reduced inventory (and perhaps additional design difficulty), but this would be up to the individual operator to determine how many boats can fit within any given lot based on the criteria developed in the Code. While Palm Beach County never responded to the additional questions we asked regarding their Code (since they already incorporated a similar mechanism in 2015), they (staff) seem to also agree that the Town can somehow develop our own criteria to make this work in our Code. While all entities seem to understand the intent of the Northlake Boulevard Overlay Zone (NBOZ), being that it was created to develop the entire corridor in a unified manner, it seems they also believe a text amendment is possible by the individual municipality given that all of our underlying Codes always differed in several ways and the intent of the NBOZ was to also take into account the individual underlying municipal Codes as well. While this is different than how most overlays function, this is the way it was structured and it seems the staff in all the municipalities agree we should be able to accomplish this in our underlying zoning district. **With this being said, is the Town Commission amenable to staff bringing forward text amendments to the C-1 zoning district that would allow boat sales on smaller lot sizes, contingent on certain criteria, while still keeping it as a special exception use category?**

LAKE PARK LIBRARY

The Lake Park Public Library has one teenager who has successfully completed the Teen 2020 Imagine Your Story and we are hoping to continue to add people to our Summer Reading and Discovery Programs. The programs are for ALL ages so adults and children under 5 can join in the fun too. There are quite a few virtual programs that you can join in on at any time.

The Library is working on the new Fall Reading and Discovery Program continuing with our theme of Imagine Your Story and adding additional things to do.

Patrons may access e-books and audiobooks using CloudLibrary and Libby, contact the library for information. Adults may also obtain an e-book only card. This can be updated to be able to check out items from the library by coming into the library with a current driver's license or state ID card. For more Library information call 561-881-3330 or visit www.lakepark-fl.gov



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Virtual Regular Commission Meeting
Wednesday, August 5, 2020, 6:30 P.M.
Via Zoom

Michael O'Rourke	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
John Linden	—	Commissioner
Roger Michaud	—	Commissioner

John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, MMC	—	Town Clerk

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATION/REPORT:

1. Proclamation in Honor of Kelvin Anderson. Tab 1
2. Proclamation in Honor of Karen Mahnk Tab 2
3. Proclamation in Honor of Judith Thomas. Tab 3
4. Proclamation in Honor of Sergeant Daniel Burrows Tab 4

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.

- 5. July 15, 2020 Commission Budget Meeting Minutes Tab 5
- 6. July 15, 2020 Regular Commission Meeting Minutes. Tab 6
- 7. Resolution 48-08-20 Establishing a Town of Lake Park Centennial Celebration Committee. Tab 7
- 8. Resolution 49-08-20 Authorizing and Directing the Mayor to Sign an Emergency Memorandum of Understanding with Waste Management for Stand-in Residential Curbside Garbage Collection Services Related to the COVID 19 Pandemic. Tab 8
- 9. Resolution 50-08-20 Authorizing and Directing the Mayor to Execute an Agreement with the State of Florida, Division of Emergency Management for Grant Funds Associated with COVID 19. Tab
- 10. Approval of Work Authorization to Hinterland Group, Inc. for Pipe Repairs at West Ilex Drive and Cypress Drive. Tab10
- 11. Notification of Emergency Procurement: Approval of the Strategic Marketing, Inc. Estimate for Production of the “We Are Open” Video for the Town and the Community Redevelopment Area. Tab 11
- 12. Resolution 51-08-20 Authorizing and Directing the Mayor to Sign the Grant Agreement with the Department of Environmental Protection for Funding Through Florida’s Resilient Coastline Program (FRGP) for Seawall Survey and Assessment and Vulnerability Assessment of Infrastructure Along the Lake Worth Lagoon Waterfront Tab 12
- 13. Resolution No. 52-08-20 Award of Request for Qualifications with SDI Tab 13

F. **ORDINANCE ON FIRST READING:**

- 14. Ordinance No. 08-2020 Amending Chapter 78 to Add the Definition of Small Scale Food and Beverage Production. Tab 14

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 78, ARTICLE III, SECTIONS 78-2 TO ADD THE DEFINITION OF SMALL SCALE FOOD AND BEVERAGE PRODUCTION; PROVIDING FOR THE AMENDMENT OF SECTION 78-71, THE C-1 BUSINESS DISTRICT TO ADD SMALL SCALE FOOD AND

BEVERAGE PRODUCTION AS A SPECIAL EXCEPTION USE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

G. OPEN PUBLIC HEARING(S):

15. Presentation of the Proposed Sanitation Rate Adjustments

Tab 15

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

16. Ordinance No. 06-2020 Rezoning of Eight Properties Located on the East Side of Prosperity Farms Road.

Tab 16

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA REZONING EIGHT PROPERTIES LOCATED ON THE EAST SIDE OF PROSPERITY FARMS ROAD, LEGALLY DESCRIBED IN EXHIBIT “A”, AND SHOWN IN FIGURE 1 FROM R-3 RESIDENCE TO C-IB NEIGHBORHOOD COMMERCIAL AND AMENDING THE OFFICIAL ZONING MAP TO REFLECT THE REZONING; AND PROVIDING FOR AN EFFECTIVE DATE.

17. Ordinance No. 07-2020 Amending Section 70-103 of Chapter 70 Pertaining to Temporary Signs.

Tab 17

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 70-103 OF CHAPTER 70 PERTAINING TO TEMPORARY SIGNS; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

******* CLOSE PUBLIC HEARING*******

I. NEW BUSINESS:

18. Resolution 53-08-20 Authorizing and Directing the Mayor to Execute a License Agreement with SEH Lake Park LLC to Utilize Certain Town Owned Property for Parking Purpose for the Benefit of a Restaurant Known as Dunkin Donut.

Tab 18

19. Florida League of Cities 2020 Virtual Annual Business Meeting Voting Delegate Tab 19

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: