AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, May 1, 2013, 7:00 p.m.
Lake Park Town Hall
535 Park Avenue

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

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Presentation by Faith Based Community Solutions, Inc. — Tab 1

2. Presentation of the Comprehensive Annual Financial Report (CAFR) — Tab 2

D. PUBLIC COMMENT:

This time is provided for audience members to address 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. General Business:

3. Regular Commission Meeting Minutes of April 17, 2013 — Tab 3

F. OLD BUSINESS:

None

G. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:

4. Ordinance 06-2013 - Amending the Code of Ordinances Changing the Starting Time for Commission Meetings **Tab 4**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, DIVISION 2, SECTION 2-51, OF THE TOWN CODE ENTITLED "MEETINGS" TO CHANGE THE TIME OF MEETINGS OF THE TOWN COMMISSION; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

H. PUBLIC HEARINGS – ORDINANCE ON SECOND READING/QUASI-JUDICIAL:

None

I. NEW BUSINESS:

5. Evaluation of the JES Production and Design Proposal for Park Avenue at Night **Tab 5**

J. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

K. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, May 15, 2013

SPECIAL PRESENTATION/ REPORT

TAB 1

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 1, 2013 **Agenda Item No.** Tab 1

Agenda Title: Presentation by Faith Based Community Solutions, Inc.

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

Approved by Town Manager _____ **Date:** 4/11/13

Dale S. Sugerman, Town Manager
Name/Title

Originating Department: **Town Manager**	Costs: $ **0.00** Funding Source: Acct. # N/A [ ] Finance _____	**Attachments:** **Letter from Faith Based Community Solutions, Inc.**
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case ____ **Please initial one.**

Summary Explanation/Background:

Mr. Harry Drier, President of the Faith Based Community Solutions, Inc. would like to make a presentation to the Town Commission and to ask permission to place a food pantry drop off box (and related promotional poster) in the Town Hall lobby.

Recommended Motion:

No motion is necessary as this is only a presentation.

FAITH BASED COMMUNITY SOLUTIONS, INC.

Dedicated To Addressing The Needs Of The Community

To: City Manager and Commission April 10, 2015

From: Harry Drier, President

RE: Request Permission to Place Food Panty Drop off box in City Hall

We come to you in order to obtain your support in a Feed the Poor mission in Lake Park. As a way of background, we have been running, with other groups and churches, a food pantry on the St Johns campus for almost 7 months. From ground zero we have operated a program that reaches into 7 cities and feeds over 3,500 persons and 295 families. In all we have distributed over 35,000 food items.

We are working with almost a zero budget and depend on friends, individuals, churches, companies and organizations and clubs to provide gifts of food, gift cards or money to purchase the food. We are open twice weekly for three hours and we average a little over 40 families a day with a high of 74 and a low of 24. Eighty percent of all the families we serve are from Lake Park.

Our big job is to find donations of food to stay open. One planned effort is too have food drop off boxes in over 25 stores, banks, churches, and anywhere there is traffic. While this does not give us all we need and want it exposes what we are doing to a large audience.

Our request is to have you place one of these food boxes and posters within City Hall. In the box are bags employees or visitors can take and bring home and then bring back with food. We also have a list of food items in the box to let you know what is needed.

There is no time limit on using the box but when it is filled call the number on the box and we will pick it up within a day.

I request you agree to take the box at least for a three month basis to determine if it works for you and your group. If there is some other way you would like to help us please let us know and we will come over and talk with you.

We feel so fortunate to have the ability and opportunity to assist those who are going through a hard period at this time. We look forward to your response with hopes we will be invited to the May 1, 2013 Commission Meeting.

Sincerely;
Harry Drier
President

A 501(C)(3) Community Service Corporation Dedicated to Serve Educational, Religious and Community Organizations Tax ID 030494983
FAX: 561 844 3802 PHONE: 561.42 4335 drierh@aol.com
5380 Ocean Drive 6 D Singer Island, Florida 33404

TAB 2

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **May 1, 2013** **Agenda Item No.** Tab 2

Agenda Title: Presentation of the Comprehensive Annual Financial Report ("CAFR") for the fiscal year ended 9/30/2012

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

Approved by Town Manager _____ **Date:** 4/16/13

Blake K. Rane, Finance Director BKR
Name/Title

Originating Department: FINANCE	Costs: N/A Funding Source: Acct. # [X] Finance __BKR_____	**Attachments:** CAFR
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone_____ or Not applicable in this case __BKR__ **Please initial one.**

Summary Explanation/Background:

Each year, the Town's independent auditors, Nowlen, Holt & Miner, P.A., report briefly on the condition of the Town's finances and present the Town's Comprehensive Annual Financial Report ("CAFR") for the past fiscal year. Mr. Terry Morton, a principal with the firm will present the report for the year ended September 30, 2012.

Recommended Motion:

Accept the CAFR

TOWN OF LAKE PARK
FLORIDA

Comprehensive Annual Financial Report

FISCAL YEAR ENDED
SEPTEMBER 30, 2012

COMPREHENSIVE ANNUAL FINANCIAL REPORT

TOWN OF LAKE PARK, FLORIDA

Fiscal Year Ended September 30, 2012

Prepared by
Finance Department

THE TOWN OF LAKE PARK, FLORIDA

FINANCIAL STATEMENTS

SEPTEMBER 30, 2012

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THE TOWN OF LAKE PARK, FLORIDA

FINANCIAL STATEMENTS

SEPTEMBER 30, 2012

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INTRODUCTORY SECTION

Office of the
Town Manager

March 28, 2013

The Honorable Mayor,
Members of the Town Commission and Citizens
Town of Lake Park, Florida

The Comprehensive Annual Financial Report (CAFR) of the Town of Lake Park, Florida, (the "Town") for the fiscal year ended September 30, 2012, is hereby submitted. Florida law and the Rules of the Auditor General for the State of Florida require every municipality to complete a set of audited financial statements annually within nine months of the close of the fiscal year. This report is published to fulfill that requirement for the year ended September 30, 2012.

This report consists of management's representation concerning the finances of the Town of Lake Park. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the Town of Lake Park has established a comprehensive internal control framework that is designed both to protect the Town assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town of Lake Park's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town of Lake Park's comprehensive framework of internal controls has been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Town of Lake Park's financial statements have been audited by Nowlen, Holt & Miner, P.A., certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements of the Town of Lake Park for the fiscal year ended September 30, 2012, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in financial statements; assigning the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the Town of Lake Park's financial statements for the fiscal year ended September 30, 2012, are fairly presented in conformity with GAAP. The independent auditor's report is located at the front of the Financial Section of this report on page 1.

Management's Discussion and Analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3304
Fax: (561) 881-3314

www.lakeparkflorida.gov

PROFILE OF THE TOWN

Originally incorporated in 1923 as Kelsey City, the city was renamed in 1939 to the Town of Lake Park. The Town of Lake Park is a political subdivision of the State of Florida with a population of 8,248 residents (U.S. Census Bureau, 2011 estimate), ideally located in the southeastern part of the State on the Atlantic Intracoastal Waterway. The Town is primarily residential but has several types of light industry, commercial and retail businesses and shopping centers.

The Town of Lake Park operates under a commission-manager form of government. Policymaking and legislative authority are vested in a governing commission consisting of the Mayor, Vice-Mayor and three Commissioners. The governing body is responsible for, among other things, passing ordinances, adopting the budget, appointing committees, and hiring both the Town Manager and Town Attorney. The Town Manager serves as the Chief Administrative Officer for the Town and is responsible for day-to-day operations, including the hiring, discipline, and firing of all town employees.

In 2008, the Department of Justice of the United States filed a civil action against the Town alleging that the then current at-large method of electing the Commissioners for the Town, enhanced by the use of staggered terms and designated posts, resulted in black citizens of the Town having less opportunity than white citizens to participate in the political process and elect candidates of choice in violation of Section 2 of the Voting Rights Act of 1965. Subsequent to the end of Fiscal Year 2009, as a result of the Department of Justice Consent Decree with the Town, which requires that the Town change the manner in which candidates for Commission seats are elected by imposing a method known as "Limited Voting", an ordinance was adopted to amend the Charter to reflect this change. The seat of Mayor is elected in one election year and the four remaining commissioners are elected in the next election year, with no election occurring in the third year. The Mayor and Commission members are elected on a non-partisan basis. There are no term limits for elected officials.

The Town of Lake Park provides a full range of services, including building inspections, code enforcement, residential and commercial sanitation service, a public library, recreation and cultural events. Police and fire protection are contracted through Palm Beach County. Water and sewer service is provided through the Seacoast Utility Authority.

The Town's financial statements also include the Lake Park Community Redevelopment Agency (CRA); a dependent special district established by the Town, under authority granted by Florida Statute 163, Section III. The Town is financially accountable for the CRA which is included in the Town's financial statements as a blended component unit reported in a governmental (special revenue) fund; the CRA Fund.

The Town is required by State law to adopt an annual budget for the General Fund. The annual budget serves as the foundation for the Town's financial planning and control. The budget is prepared by fund, function (e.g., public safety) and department (e.g., police). The Town Manager may transfer resources within a department as needed. Budgetary transfers between departments require the approval of the Town Commission.

LOCAL ECONOMY

The Town's economic growth continues to be stymied due to the national recession and collapse of the housing and real estate market. Property values increased dramatically throughout Palm Beach County and the Town of Lake Park between the years of 2002 through 2006, but slowed significantly in 2007. The taxable value of property within the Town decreased 5.5% in 2008, mainly due to the passage of Amendment One (Property Tax Reform), decreased an additional 15.8% in 2009 due to the economic downturn, and values dropped an additional 17.5% in 2010 bringing the assessed value of property within the Town back to 2005 levels. The taxable value decreased an additional 5.5% in 2011 and approximately 3.5% in 2012. The relationship of commercial assessments compared to residential assessment has historically been around 50/50. With the decline in the housing market over the past few years, this relationship has changed

dramatically and has shifted to approximately 70/30. The Town does not anticipate any significant changes in the pace of planned new growth since most of the vacant parcels within the municipal limits have already been developed. It is anticipated that the decline in residential assessments has leveled off. However, there is concern that the commercial assessments have not reached the bottom yet.

The decrease in taxable values within the Town totaled more than $302 million, which translated to a loss of over $2.3 million dollars in tax revenue to the General fund. A decrease in the millage was adopted for Fiscal Year 2012-2013. While public safety costs represent 50% of the General Fund expenditures and consume in excess of 100% of the tax revenue, public safety is paramount to the citizens of the Town. Operational cuts across all departments, excluding public safety, continue to be implemented to counter the loss of revenue. Additional cuts are anticipated in the upcoming budget year as the Town continues to struggle with the declining property values.

The Town continues to look for ways to provide essential services to the public in the most cost efficient, effective way without the health, safety and welfare of the community being compromised. The use of one time sources of revenue for recurring expenditures is not an option given the modest level of reserves. Alternative sources of revenue and possibly increased fees will be explored for future budgets.

The Community Redevelopment Agency (CRA) purchased commercial property in 2008, located at 800 Park Avenue, which was refurbished and used as an art studio and gallery for a period in 2010 and 2011. In 2012 the building was leased to The Artists of the Palm Beaches who provide free classes, have monthly exhibits, and use the building as the group's base of operations. Improvements have continued for the downtown alleyways; in 2012 completing the alleyway between 7th and 8th streets south of Park Avenue. A limited business development loan program and grant program was continued to encourage development of the downtown business district located within the CRA boundaries.

ACCOUNTING AND BUDGETARY CONTROLS

The accounting and financial reporting of the Town's general government operations takes place in four broad categories: the General Fund, Special Revenue Funds, Debt Service Fund, and Insurance Internal Service Fund. The records and reports for these funds are maintained on the modified accrual basis, with revenue being recorded when measurable and available, and expenditures being recorded when the services or goods are received and the liabilities incurred. Accounting records for the Town's enterprise operations and pension trust funds are maintained on the accrual basis.

Management of the government is responsible for establishing and maintaining internal controls designed to ensure that the assets of the government are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with accounting principles generally accepted in the United States (GAAP). The internal control is designed to provide reasonable, rather than absolute, assurance these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived, and (2) the evaluation of costs and benefits require estimates and judgments by management.

As a recipient of federal, state and local awards, the Town is responsible for ensuring that adequate internal control is in place to ensure compliance with applicable laws and regulations related to those programs. This internal control is subject to periodic evaluation by management.

In addition, the government maintains budgetary controls. The objective of these budgetary controls is to ensure compliance with the legal provisions embodied in the annual budget approved by the government's governing body. Activities of the General Fund, Community Redevelopment Agency, Debt Service Fund and proprietary funds are included in the annual appropriated budget. The level of budgetary control (that is,

the level at which expenditures cannot legally exceed the appropriated amount) is established at the department level within the individual fund. The government also maintains an encumbrance accounting system as one technique of accomplishing budgetary control.

As demonstrated by the basic financial statements and schedules included in the financial section of the report, the government continues to meet its responsibility for sound financial management.

LONG TERM FINANCIAL PLANNING AND MAJOR INITIATIVES

During recent years, the Town has devoted a significant amount of time, energy and resources to the continuing growth and redevelopment of the Town. The Town continued its work with the older neighborhoods to develop improvement plans and then commit the financial resources to help them achieve their goals. Systematic resurfacing of streets and sidewalks and repair of the storm drainage system in the Town has continued.

Median improvements along Flagler Boulevard were completed, including the installation of a new irrigation system and new sod.

Light poles were replaced along the fishing pier of the Lake Park Harbor Marina.

The roof was replaced at the District 10 headquarters of the Palm Beach County Sheriff's Office located at 700 Sixth Street.

Improvements were made to Bert Bostrom Park, including the restroom, the storage building and an irrigation motor and pump.

A partnership was entered into with the Bert Reynolds Institute for Film and Theatre, bringing classroom instructions, training, and live productions to the Mirror Ballroom located within the Town Hall.

The Commission and staff are continuing to move ahead with ambitious plans to revitalize the Town, its downtown area and develop the western corridor. Grant monies will continue to be pursued to supplement Town funds for operations and improvements.

RELEVANT FINANCIAL POLICIES

The Town has adopted a comprehensive set of financial policies. During the current year, one of these policies was particularly relevant. The Town has a policy that requires the adoption of a balanced annual budget. As a result of the economic downturn, however, estimated revenues were less than expenditures in the General Fund. In such cases, the policy allows for the appropriation of fund balance to close the gap. The amount necessary for this purpose in the original and final budget was $569,500. However, thanks to measures taken during the year to control expenditures, the Town ultimately had a surplus of $72,734 for the year without having to use reserves.

CERTIFICATE OF ACHIEVEMENT

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Lake Park for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2011. To be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized CAFR, whose contents conform to program standards. This report must satisfy both U.S Generally Accepted Accounting Principles (GAAP) and applicable legal requirements. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting.

A Certificate of Achievement is valid for a period of one year only. The Town of Lake Park has received a Certificate of Achievement for the past seven years. We believe our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

ACKNOWLEDGEMENTS

A comprehensive annual financial report of this type and depth, illustrating the results of operations of the entire Town and its various diversified funds and activities, could not have been prepared so completely without the dedication and efficiency of the entire Finance Department staff. Their dedication and hard work

is greatly appreciated. My appreciation is also extended to our independent auditors, Nowlen, Holt & Miner, P.A. for their cooperation and guidance.

Special appreciation is extended to the Mayor, Town Commission, Town Manager, and Department Heads for their interest and support in planning and conducting the financial operations of the Town in a responsible and progressive manner.

Respectfully submitted,

Dale S. Sugerman, Ph.D.
Town Manager

Blake K. Rane
Finance Director

TOWN OF LAKE PARK

List of Principal Officials

September 30, 2012

Mayor

James DuBois

Vice Mayor

Kendall Rumsey

Town Commission

Steve Hockman
Jeanine Longtin
Tim Stevens

Town Manager

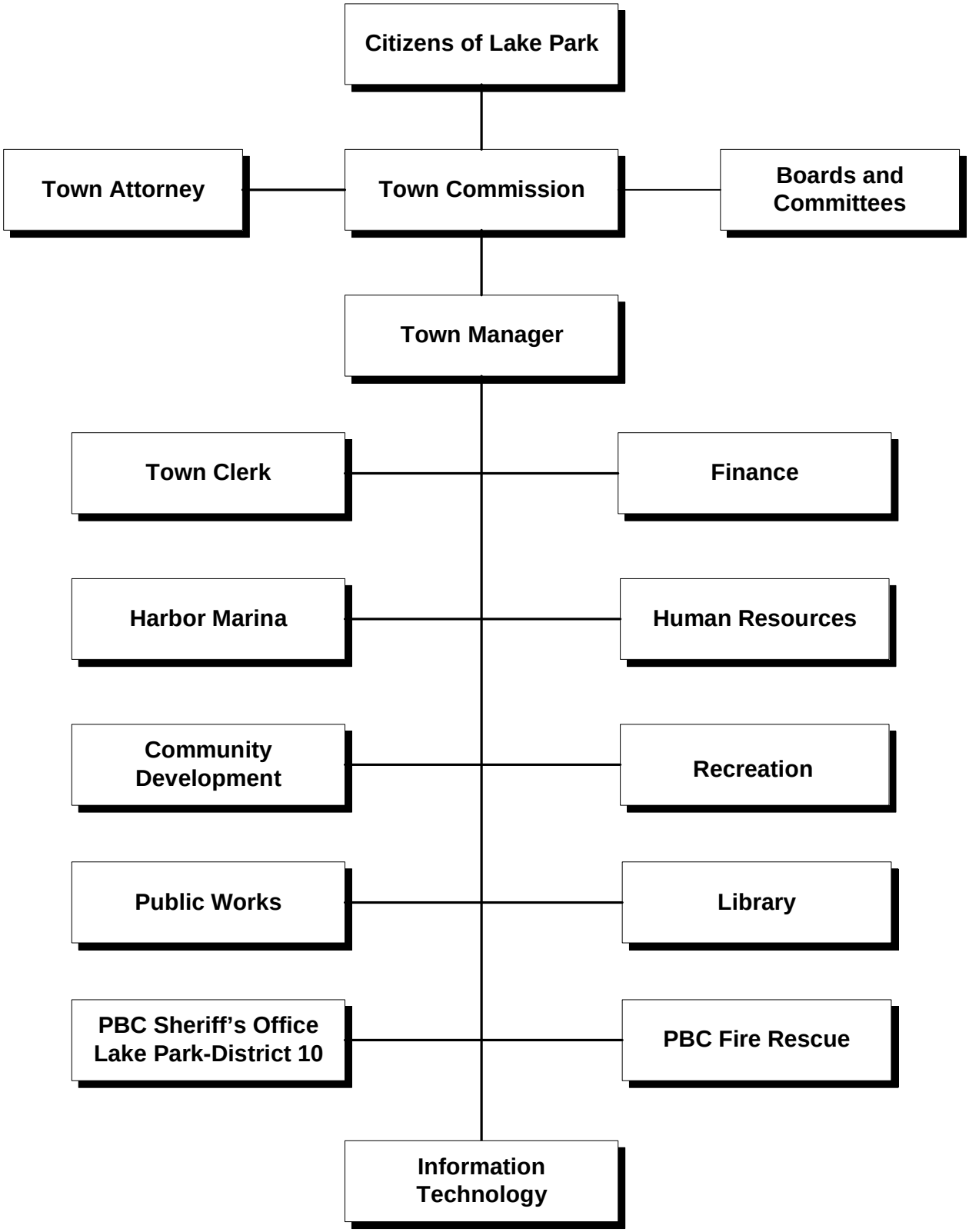
Dale S. Sugerman, Ph.D.

Finance Director

Blake K. Rane

Public Works Director	J. David Hunt
Community Development Director	Nadia DiTomasso
Library Director	Karen Mahnk
Recreation Director	Kathleen M. Carroll
Town Clerk	Vivian Mendez
Harbor Marina Director	James C. Hart
Human Resources Director	Bambi McKibbon-Turner
Information Technology Director	Hoa Hoang

TOWN OF LAKE PARK, FLORIDA
ORGANIZATIONAL CHART



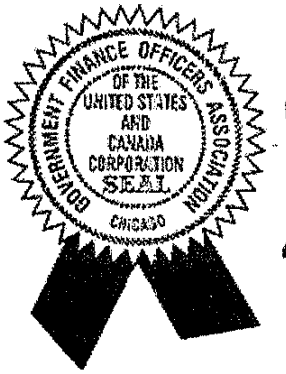
Certificate of Achievement for Excellence in Financial Reporting

Presented to

Town of Lake Park
Florida

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended
September 30, 2011

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



President

Executive Director

FINANCIAL SECTION

NOWLEN, HOLT & MINER, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

WEST PALM BEACH OFFICE
NORTHBRIDGE CENTRE
515 N. FLAGLER DRIVE, SUITE 1700
POST OFFICE BOX 347
WEST PALM BEACH, FLORIDA 33402-0347
TELEPHONE (561) 659-3060
FAX (561) 835-0628
WWW.NHMCPA.COM

EVERETT B. NOWLEN (1930-1984), CPA
EDWARD T. HOLT, CPA
WILLIAM B. MINER, CPA
ROBERT W. HENDRIX, JR., CPA
JANET R. BARICEVICH, CPA
TERRY L. MORTON, JR., CPA
N. RONALD BENNETT, CPA
ALEXIA G. VARGA, CFE, CPA
EDWARD T. HOLT, JR., CPA
BRIAN J. BRESCIA, CFP®, CPA

KATHLEEN A. MINER, CPA
J. MICHAEL STEVENS, CPA
KARA D. PETERSON, CFE, CPA
MARK J. BYMASTER, CPA
PUI K. LAI, CPA
RYAN M. SHORE, CPA

BELLE GLADE OFFICE
333 S.E. 2nd STREET
POST OFFICE BOX 338
BELLE GLADE, FLORIDA 33430-0338
TELEPHONE (561) 996-5612
FAX (561) 996-6248

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members of the Town Commission
Town of Lake Park, Florida

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Lake Park, Florida as of and for the year ended September 30, 2012, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Lake Park, Florida's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Lake Park, Florida as of September 30, 2012, and the respective changes in financial position, and, where applicable, cash flows, thereof for the year then ended in conformity with U.S. generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2013, on our consideration of the Town of Lake Park, Florida's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that

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testing and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 13, Pension and Other Post Employment Benefit trend information on pages 67 through 69, and budgetary comparison information on pages 70 through 78 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Lake Park, Florida's financial statements as a whole. The introductory section, other supplementary information, and statistical section listed in the table of contents are presented for purposes of additional analysis and are not a required part of the financial statements. The other supplementary information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole. The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Nowlen, Holt & Miner, P.A.

March 28, 2013
West Palm Beach, Florida

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Town of Lake Park, Florida (Town) administration offers readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended September 30, 2012. Readers are encouraged to consider the information presented here in conjunction with additional information that has been furnished in the transmittal letter and the accompanying basic financial statements.

The information contained within this Management's Discussion and Analysis (MD&A) is only a component of the entire financial statement report. Readers should take time to read and evaluate all sections of the report, including the Notes to the Financial Statements and the Required Supplementary Information that is provided in addition to this MD&A.

Financial Highlights

Government-Wide Financial Statements

- The assets of the Town of Lake Park exceeded its liabilities at September 30, 2012 by $7,616,509. Of this amount, unrestricted net assets became negative, falling to $-357,260.

- The total net assets decreased by $758,116, of which an increase of $105,088 was attributed to governmental activities and a decrease of $863,204 was related to business-type activities. The net assets of the business-type activities of the Town decreased from continued losses at the marina related to the on-going pursuit of the deficiencies and potential litigation related to the construction.

Fund Financial Statements

- As of the close of the 2012 Fiscal Year, the Town of Lake Park's General Fund reported ending fund balance of $3,120,732 an increase of $57,817 from the prior year. Of the total, $3,100,089 is restricted, assigned, and non-spendable, while $20,643 is unassigned and available for future uses by the Town Commission.

- At the end of the 2012 Fiscal Year, the unassigned fund balance for the General Fund represented less that 1% of total General Fund expenditures or approximately 1 day of available funding.

- Total long term obligations for the Town decreased by $851,281. General Obligation Bond debt and loans payable decreased in the amount of $814,426, due to scheduled principal payments.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The three components of the financial statements are: (1) Government-wide financial statements that include the Statement of Net Assets and the Statement of Activities. These statements provide information about the activities of the Town as a whole. (2) Fund financial statements tell how these services were financed in the short term, as well as what remains for future spending. Fund financial statements also report the Town's operations in more detail than the government-wide statements by providing information about the Town's most significant funds. (3) Notes to the basic financial statements expand upon information reported in the government-wide and governmental fund statements.

REPORTING THE TOWN AS A WHOLE

Statement of Net Assets and the Statement of Activities (Government-wide)
A frequently asked question regarding the Town's financial health is whether the year's activities contributed positively to the overall financial well being. The Statement of Net Assets and the Statement of Activities report information about the Town as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account, regardless of when cash is received or paid.

These two statements report the Town's net assets and changes therein. Net assets, the difference between assets and liabilities, are one way to measure the Town's financial health, or financial position. Over time, increases or decreases in net assets are an indicator of whether the financial health is improving or deteriorating.

The Statement of Net Assets and the Statement of Activities present information about the following:

- Governmental activities - All of the Town's basic services are considered to be governmental activities, including general government, community development, public safety, public services, library, and recreation. Property taxes, sales taxes, utility taxes, intergovernmental revenue and franchise fees finance most of these activities.

- Proprietary activities/Business-type activities - The Town charges a fee to customers to cover all or most of the cost of the services provided. The Town's Sanitation Fund, Stormwater Fund and Marina Fund are reported in this category.

REPORTING THE TOWN'S MOST SIGNIFICANT FUNDS

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds - not the Town as a whole. Some funds are required to be established by State law. However, management establishes other funds, which aid in the management of money for particular purposes or meet legal responsibilities associated with the usage of certain taxes, grants, and other money. The Town's four kinds of funds, governmental, proprietary, fiduciary, and special revenue, use different accounting approaches as explained below.

- Governmental funds - Most of the Town's basic services are reported in governmental funds. Governmental funds focus on how resources flow in and out, with the balances remaining at year-end that are available for spending. These funds are reported using an accounting method called the modified accrual accounting method, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the Town's general government operations and the basic services it provides. Governmental fund information shows whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. The basic governmental fund financial statements can be found on pages 17-20 of this report.

- Enterprise funds - The Town has three enterprise funds, Sanitation, Stormwater and Marina, which charge customers for the services they provide. These services are generally reported in proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Assets and the Statement of Activities. The basic proprietary fund financial statements can be found on pages 21-23 of this report.

- Fiduciary funds - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The basic fiduciary fund financial statements can be found on pages 24-25 of this report.

- Special Revenue funds - Special Revenue funds are used to account for the proceeds of specific revenue sources that are restricted to expenditure for specified purposes. The Town has two funds in this category: the CRA Fund and Streets & Roads Fund. The basic fund financial statements can be found on pages 17-20 of this report.

Notes to the financial statements
The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 26-66 of this report.

Other information
In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the Town's progress in funding its obligation to provide pension benefits to its employees. Required supplementary information for pension benefits can be found on page 67-68 of this report.

The Town adopts annual appropriated budgets for the General Fund and CRA. Budgetary comparison schedules for the General Fund and CRA are included as *Required Supplementary Information* on pages 70-78 to demonstrate compliance with the budget.

The Town also adopts an annual budget for the Streets and Roads Fund, Insurance Fund, and Debt Service Fund. Budgetary comparison schedules for these funds are also included as Other Supplementary Information section of this report. The combining and individual fund statements and schedules are presented immediately following the required supplementary information on pages 79-83 of this report.

Government-Wide Financial Analysis

Net Assets: As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the Town, governmental activity assets exceeded liabilities by $4,388,913. Business-type activity assets exceeded liabilities by $3,227,596. The Town-wide total net assets were $7,616,509 at the close of the fiscal year ended September 30, 2012. The Statement of Net Assets is on page 14 of this report.

The Town's investment in capital assets (e.g., land, buildings, equipment and vehicles, less any related debt used to acquire those assets that is still outstanding) was $7,606,544 or almost 100% of total net assets at September 30, 2012. Capital assets total $19,832,226 at September 30, 2012, or 91% of all assets, which total $21,732,273. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the net assets ($367,225) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets ($-357,260) may be used to meet the government's ongoing obligations to citizens and creditors. The following table reflects the condensed Statement of Net Assets for the current year as compared to the prior year.

Net Assets

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Assets:						
Current and other assets	$ 3,565,641	$ 3,933,072	$ (1,665,594)	$ (1,265,314)	$ 1,900,047	$ 2,667,758
Capital assets	9,100,228	9,614,560	10,731,998	11,220,104	19,832,226	20,834,664
Total assets	12,665,869	13,547,632	9,066,404	9,954,790	21,732,273	23,502,422
Liabilities:						
Long-term liabilitlies	7,859,745	8,720,495	5,677,114	5,665,645	13,536,859	14,386,140
Other liabilities	417,211	543,312	161,694	198,345	578,905	741,657
Total liabilities	8,276,956	9,263,807	5,838,808	5,863,990	14,115,764	15,127,797
Net assets:						
Invested in capital assets, net of related debt	2,400,557	2,225,160	5,205,987	5,690,265	7,606,544	7,915,425
Restricted	267,633	241,509	99,592	-	367,225	241,509
Unrestricted	1,720,723	1,817,156	(2,077,983)	(1,599,465)	(357,260)	217,691
Total net assets	$ 4,388,913	$ 4,283,825	$ 3,227,596	$ 4,090,800	$ 7,616,509	$ 8,374,625

Governmental Activities: Net assets of the governmental activities of the Town have increased $105,088 from 2011. Total assets of governmental activities have decreased by $881,763 and total liabilities have also decreased by $986,851. Unrestricted net assets are down by $96,433.

Business Activities: Net assets for business activities have decreased $863,204 from 2011. Total assets are down $888,386 while total liabilities have decreased by $25,182. Unrestricted net assets have decreased by $478,518. On-going construction deficiency issues and subsequent professional fees for litigation at the Marina facility have contributed to the financial condition of business activities.

The following is a summary of the changes in net assets for the years ended September 30, 2012 and 2011:

Changes in Net Assets

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Revenues:						
Program revenues:						
Charges for services	$ 958,446	$ 951,736	$ 2,862,109	$ 3,161,583	$ 3,820,555	$ 4,113,319
Operating grants and contributions	23,424	14,708			23,424	14,708
Capital grants and contributions	135,443	95,482	-	2,400,000	135,443	2,495,482
General revenues:						
Taxes	6,389,645	6,745,157			6,389,645	6,745,157
Intergovernmental	1,012,470	1,072,929			1,012,470	1,072,929
Investment earnings	37,586	36,181	11,902	10,652	49,488	46,833
Gain on sale of equipment	-	-	-	-	-	-
Total revenues	$ 8,557,014	$ 8,916,193	$ 2,874,011	$ 5,572,235	$ 11,431,025	$ 14,488,428

Overall total revenues are down $3,057,403. Program revenues decreased by $2,644,087 while general revenues declined by $413,316.

Governmental Activities: Revenue collections of taxes including property taxes, franchise fees, utility services taxes, fuel taxes and communication services taxes have decreased $355,512. Property values within the Town decreased an additional 3.5% in 2012. When combined with the loss in value from Amendment One, property tax reform, values within the Town have decreased more than $256 million dollars or 37.2% since 2008. The decrease in charges for services of governmental activities is attributable to the continued decrease in property taxes combined with a minor decrease in the overall millage rate.

Business Activities: Revenues for business activities of the Town have decreased $2,698,224. This result is primarily due to the one time grant from Palm Beach County for $2,400,000, combined with the continued decreased in revenue from the Marina.

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Expenses:						
General government	$ 1,938,137	$ 2,371,297	$	$	$ 1,938,137	$ 2,371,297
Public safety	4,726,961	4,910,050			4,726,961	4,910,050
Physical environment	286,687	333,799			286,687	333,799
Transportation	619,207	662,871			619,207	662,871
Culture and recreation	846,998	1,022,770			846,998	1,022,770
Economic environment	3,458	49,637			3,458	49,637
Interest on long-term debt	354,828	388,633			354,828	388,633
Marina			1,632,308	1,856,283	1,632,308	1,856,283
Sanitation			1,396,191	1,464,491	1,396,191	1,464,491
Stormwater			384,366	353,584	384,366	353,584
Total expenses	8,776,276	9,739,057	3,412,865	3,674,358	12,189,141	13,413,415
Transfers In/(Out)	324,350	284,050	(324,350)	(284,050)		
Increase in net assets	105,088	(538,814)	(863,204)	1,613,827	(758,116)	1,075,013
Net assets - beginning of year	4,283,825	4,822,639	4,090,800	2,476,973	8,374,625	7,299,612
Net assets - end of year	$ 4,388,913	$ 4,283,825	$ 3,227,596	$ 4,090,800	$ 7,616,509	$ 8,374,625

Overall net assets decreased $758,116. The decrease in net assets in governmental activities is directly related to the on-going construction deficiencies, remedial measures and pending litigation at the municipal marina. These issues have placed an undue burden on the finances of the marina operation. These deficiencies have prevented the marina from fully utilizing the marina facilities hindering its ability to maximize revenues. Pending the final outcome of this situation, the General Fund and Sanitation Fund have advanced funds to the marina to support operations.

Governmental Activities: Changes in expenses from 2011 in Public Safety are attributable to the negotiation of the contract with the Palm Beach County Sheriff's Office. The other decreases in expenses items result from vacant positions in several departments, other cost saving measures, and continued debt service payments.

Business-type Activities: The decreased expenses for the Marina Fund results from the reduction in the expenses for construction deficiencies, professional fees, and legal fees associated with this situation, combined with significantly lower expenditures for fuel. Expenses for the Stormwater Fund had additional costs for capital projects undertaken in the year, while the Sanitation Fund's expenditures were reduced by the additional furlough days.

Financial Analysis of the Government's Funds

As noted earlier, the Town of Lake Park uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

The focus of the Town's governmental fund financial statements is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund

balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

General Fund

At September 30, 2012, the Town's primary operating fund, the General Fund, reported ending fund balance of $3,120,732, an increase of $57,817 from the prior year. Of this amount, $20,643 is considered unassigned fund balance. However; $54,100 is restricted for specific purposes; (1) Community Improvement Beautification (CIB) Fund and (2) library donations designated for improvements. The unassigned balance of $20,643 is available for spending at the Town's discretion. However, it is recommended that these funds be maintained at this level in the event of an emergency such as a hurricane. The remainder of fund balance ($3,045,989) is non-spendable to indicate that it is not available for new spending because it has already been committed (1) for inventories and prepaid expenses ($61,679) and (2) as advances to other funds, in particular to cover the cash deficit in the pooled cash of the Marina Fund ($2,984,310).

As a measure of the General Fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents less than 1 percent (approximately 1 day) of total general fund expenditures, while total fund balance represents 39 percent of that same amount. A sound financial management policy would dictate that the unassigned fund balance be maintained between 10-25% of total expenditures. To that end, the budget for Fiscal Year 2013 has been constructed to provide an increase in the fund balance at the end of the year, absent significant revenue shortfalls or at least be able to maintain the current level of fund balance in the event of revenue shortfalls.

General Fund Budgetary Highlights

The annual General Fund budget is adopted after two public hearings and approval of the Town Commission. Any amendments that would exceed the original budget at the fund level or would require funds to be transferred from contingency would require a formal budget amendment requiring the adoption of a resolution by the Town Commission. The original General Fund appropriation was unchanged during the year.

The budget was amended for new programs implemented after the adoption of the budget, revenues and corresponding expenditures not anticipated during the budget process. These items had no appropriations in the original budget.

CRA Fund

During 2012 it became apparent that the Community Redevelopment Agency (CRA) was unable to sustain the planned and historical spending levels. At that time the CRA budget was reduced for the remainder of the fiscal year and programs were adjusted. For the 2012-13 CRA budget all the employees were eliminated and the programs resized to fit the limited available revenue.

Capital Asset and Debt Administration

Capital assets. The Town's total investment in capital assets at September 30, 2012 was $19,832,226 (net of accumulated depreciation). Capital assets include land, construction in progress, buildings, equipment and vehicles and infrastructure. The Town's net capital assets at September 30, 2012 and 2011 are summarized as follows:

Capital Assets
(Net of depreciation)

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Land	$ 2,691,891	$ 2,691,891	$ 2,492,332	$ 2,492,332	$ 5,184,223	$ 5,184,223
Construction in progress	28,111	392	396,556	416,884	424,667	417,276
Buildings	3,005,251	3,068,116	-	-	3,005,251	3,068,116
Equipment and vehicles	175,549	258,840	362,710	670,812	538,259	929,652
Streets, roads, and sidewalks	3,199,426	3,595,321	7,480,400	7,640,076	10,679,826	- 11,235,397
Total assets	$ 9,100,228	$ 9,614,560	$ 10,731,998	$ 11,220,104	$ 19,832,226	$ 20,834,664

Capital projects completed during Fiscal Year 2012 included the following:

- Park Avenue Security Cameras.
- Roof Replacement at the PBSO Substation.
- Bert Bostrom Restroom.
- Gate at the Ballfield.
- Improvements to the Boat Trailer Lot.
- Alleyway Drainage Improvement.
- Dumpster Enclosure in Sanitation.

Additional information on the Town's capital assets can be found in Note #6 on pages 44-45 of this report.

Long-term debt. At year end 2012, the Town had $13.5 million of outstanding debt. In fiscal year 2012 the Town issued $350,000 in new debt to finance improvements to stormwater drainage. The debt position of the Town is summarized as follows:

	Governmental Activities		Business Activities		Total	
	2012	2011	2012	2011	2012	2011
Loans Payable	$ 7,684,304	$ 8,511,820	5,491,473	5,478,383	$ 13,175,777	$ 13,990,203
Capital lease obligations	-	-	-	-	-	-
Other Post-Emp. Benefits	24,493	17,717	12,430	7,619	36,923	25,336
Pension contrib. payable	-	32,267	-	-	-	32,267
Compensated absenses	148,948	158,691	44,460	44,637	193,408	203,328
Unamortized premium	-	-	128,751	135,006	128,751	135,006
Total	$ 7,857,745	$ 8,720,495	$ 5,677,114	$ 5,665,645	$ 13,534,859	$ 14,386,140

Additional information on the Town's debt can be found in Note #8 on pages 46-54 of this report.

Economic Factors and Next Year's Budgets and Rates

The Town, along with all other surrounding communities, saw an overall decrease in the taxable value of properties due to the economic decline experienced nationwide. Values dropped within the Town. The taxable assessed value of homes within the Town has dropped below the 2005 level. Combined with the decreases of the previous three years, this drop in equates to a loss of more than $2 million dollars in tax revenue during this period.

For fiscal year 2012-2013 the Town Commission adopted a General Fund budget of $8,261,402 compared with the budget for fiscal year 2011-2012 in the amount of $8,810,070. The operating millage rate was reduced from 8.5083 mills to 8.5000 mills. The debt millage rate decreased to 1.7921 mills, meeting the debt service requirements of the General Obligation bonds of 1997 and 1998.

The greatest impact on the General Fund expenditures is Public Safety which represents 51% of the total and uses 100% of the Ad Valorem property tax revenue plus an additional $624,272 of other revenues of the Town. In an effort to off-set some of the impact on the General Fund revenue the Town took operational cuts across all departments and severely limited capital and other projects.

There were no rate increases adopted for the Sanitation, Marina and Stormwater enterprise operations for Fiscal Year 2012. The dockage rates at the marina were decreased effective 10/1/2012 in an attempt to increase marina occupancy and increase revenue.

Requests for Information

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Town's finances and to demonstrate the Town's accountability. Questions concerning information provided in this report or requests for additional financial information should be directed to:

Finance Department
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403
(561) 881-3350

BASIC FINANCIAL STATEMENTS

TOWN OF LAKE PARK, FLORIDA
Statement of Net Assets
September 30, 2012

	Governmental Activities	Business-type Activities	Total
Assets			
Pooled cash and cash equivalents	$ 557,072	$ 354,957	$ 912,029
Restricted cash and cash equivalents		99,592	99,592
Investments	37,186	20,702	57,888
Accounts receivable, net	202,161	136,109	338,270
Notes receivable	133,960		133,960
Due from other governments	167,528		167,528
Internal balances	2,406,055	(2,406,055)	
Inventory	25,263	34,888	60,151
Prepaid items	36,416		36,416
Unamortized bond costs		94,213	94,213
Capital assets			
Capital assets not being depreciated	2,720,002	2,888,888	5,608,890
Capital assets being depreciated, net of accumulated depreciation	6,380,226	7,843,110	14,223,336
Total assets	12,665,869	9,066,404	21,732,273
Liabilities			
Accounts payable	85,093	36,139	121,232
Accrued expenses	50,215	23,063	73,278
Accrued interest payable	43,092	84,604	127,696
Unearned revenue	232,932		232,932
Deposits	5,879	17,888	23,767
Noncurrent liabilities:			
Due within one year	894,818	357,750	1,252,568
Due in more than one year	6,964,927	5,319,364	12,284,291
Total liabilities	8,276,956	5,838,808	14,115,764
Net Assets			
Invested in capital assets, net of related debt	2,400,557	5,205,987	7,606,544
Restricted for:			
Debt service	123,385		123,385
Capital projects	90,148	99,592	189,740
Other restrcitions	54,100		54,100
Unrestricted	1,720,723	(2,077,983)	(357,260)
Total net assets	$ 4,388,913	$ 3,227,596	$ 7,616,509

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Statement of Activities
For the Year Ended September 30, 2012

Functions/Programs	Expenses	Charges for Activities
Government:		
Governmental activities		
General government	$ 1,938,137	$ 70,516
Public safety	4,726,961	795,284
Physical environment	286,687	
Transportation	619,207	35,608
Culture and recreation	846,998	57,038
Economic environmnet	3,458	
Interest on long-term debt	354,828	
Total governmental activities	8,776,276	958,446
Business-type activities		
Marina	1,632,308	890,305
Sanitation	1,396,191	1,468,553
Stormwater	384,366	503,251
Total business-type activities	3,412,865	2,862,109
Total	$ 12,189,141	$ 3,820,555

Program Revenues		Net Expense (Revenue) and Changes in Net Assets		
Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
$	$	$ (1,867,621)	$	$ (1,867,621)
3,259		(3,928,418)		(3,928,418)
		(286,687)		(286,687)
	17,910	(565,689)		(565,689)
20,165	117,533	(652,262)		(652,262)
		(3,458)		(3,458)
		(354,828)		(354,828)
23,424	135,443	(7,658,963)		(7,658,963)
			(742,003)	(742,003)
			72,362	72,362
			118,885	118,885
			(550,756)	(550,756)
$ 23,424	$ 135,443	(7,658,963)	(550,756)	(8,209,719)
General Revenues:				
Taxes:				
Property taxes		4,434,500		4,434,500
Franchise fees		545,895		545,895
Utility service taxes		804,467		804,467
Local option gas taxes		229,780		229,780
Communication services taxes		375,003		375,003
Unrestricted intergovernmental shared revenues		1,012,470		1,012,470
Investment earnings		37,586	11,902	49,488
Transfers		324,350	(324,350)	
Total general revenues and transfers		7,764,051	(312,448)	7,451,603
Change in net assets		105,088	(863,204)	(758,116)
Net assets, beginning of year		4,283,825	4,090,800	8,374,625
Net assets, end of year		$ 4,388,913	$ 3,227,596	$ 7,616,509

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Balance Sheet
Governmental Funds
September 30, 2012

	Major Governmental Funds		Nonmajor	Total
	General	CRA Fund	Governmental Funds	Governmental Funds
Assets				
Pooled cash and cash equivalents	$ 86,757	$ 140,200	$ 196,708	$ 423,665
Investments	33,412	2,998	776	37,186
Accounts receivable, net	199,723	2,438		202,161
Notes receivable		133,960		133,960
Due from other governments	78,279		89,249	167,528
Due from other funds	337,583	300,083		637,666
Advances to other funds	2,984,310			2,984,310
Inventory	25,263			25,263
Prepaid items	36,416			36,416
Total assets	$ 3,781,743	$ 579,679	$ 286,733	$ 4,648,155
Liabilities and fund balances				
Liabilities				
Accounts payable	$ 80,177	$ 1,971	$ 2,945	$ 85,093
Accrued liabilities	41,940	5,233	3,042	50,215
Deferred revenue	232,932		15,620	248,552
Due to other funds	300,083	300,083	37,500	637,666
Advance from other funds		504,310		504,310
Deposits	5,879			5,879
Total liabilities	661,011	811,597	59,107	1,531,715
Fund balances				
Nonspendable:				
Inventories and prepaids	61,679			61,679
Advances to other funds	2,984,310			2,984,310
Restricted for:				
Debt service			123,385	123,385
Transportation			73,556	73,556
Capital projects			16,592	16,592
Community improvement	28,243			28,243
Library	25,857			25,857
Assigned to:				
Capital projects funds			18,458	18,458
Unassigned	20,643	(231,918)	(4,365)	(215,640)
Total fund balances	3,120,732	(231,918)	227,626	3,116,440
Total liabilities and fund balances	$ 3,781,743	$ 579,679	$ 286,733	$ 4,648,155

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Reconciliation of the Balance Sheet – Governmental Funds
to the Statement of Net Assets
Governmental Funds
September 30, 2012

Total Fund Balances - Governmental Funds		$ 3,116,440
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds:		
Governmental capital assets	$ 16,900,301	
Less accumulated depreciation	(7,800,073)	9,100,228
Revenue is recognized when earned in the government-wide statements, regardless of activity. Governmental funds report based on modified accrual, i.e., both measurable and available		
Grant revenues		15,620
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the governmental funds.		
Accrued interest payable on long-term debt	(43,092)	
Compensated absences	(148,948)	
Other post-employement benefits	(26,493)	
Loans payable	(4,005,195)	
General obligation bonds	(3,679,109)	(7,902,837)
Internal service funds are used by management to charge costs of certain activities to individual funds. The assets and liabilities of internal service funds are included in governmental activities in the statement of net assets.		59,462
Net assets of governmental activities		$ 4,388,913

See notes to the financial statements.

TOWN OF LAKE PARK
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended September 30, 2012

	Major Governmental Funds		Nonmajor	Total
	General	CRA Fund	Governmental Funds	Governmental Funds
Revenues				
Taxes	$ 5,003,735	$	$ 781,127	$ 5,784,862
Licenses and permits	470,844			470,844
Intergovernmental	1,183,435	144,549	437,312	1,765,296
Charges for services	427,253	3,804		431,057
Fines and forfeitures	183,345			183,345
Miscellaneous	269,908	13,954	7,622	291,484
Total revenues	7,538,520	162,307	1,226,061	8,926,888
Expenditures				
Current				
General government	1,355,654	556,819	2,948	1,915,421
Public safety	4,725,084			4,725,084
Physical environment	256,855			256,855
Transportation	311,981		205,476	517,457
Culture and recreation	692,997	5,001		697,998
Economic environment		3,458		3,458
Capital outlay	104,469		130,044	234,513
Debt service				
Principal	251,713		575,803	827,516
Interest charges	169,302		192,305	361,607
Total expenditures	7,868,055	565,278	1,106,576	9,539,909
Excess (deficiency) of revenues over (under) expenditures	(329,535)	(402,971)	119,485	(613,021)
Other financing sources (uses)				
Transfers in	680,262	264,049	41,911	986,222
Transfer out	(292,910)	(268,962)	(100,000)	(661,872)
Total other financing sources (uses)	387,352	(4,913)	(58,089)	324,350
Net change in fund balances	57,817	(407,884)	61,396	(288,671)
Fund balances				
Beginning of year	3,062,915	175,966	166,230	3,405,111
End of year	$ 3,120,732	$ (231,918)	$ 227,626	$ 3,116,440

See notes to the financial statements.

TOWN OF LAKE PARK
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of the Governmental Funds to the Statement of Activities
For the Year Ended September 30, 2012

Net change in fund balances - total governmental funds		$ (288,671)
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives		
Expenditures for capital assets	$ 234,513	
Less: current year depreciation	(748,845)	(514,332)
Governmental Funds report revenues when earned and available. However, in the Statement of Activities, revenues are recognized when earned, regardless of availability.		
Flagler Boulevard Grant		15,620
The repayment (issuance) of long-term debt consumes (provides) the current financial resources of governmental funds. However, these transactions do not have any effect on net assets of the governmental activities.		
Long term debt repayments:		
General obligation bonds	575,803	
Loans payable	251,713	827,516
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.		
Change in compensated absences	9,743	
Change in other post-employment benefits	(8,776)	
Change in pension payable	32,267	
Change in accrued interest	6,779	40,013
Internal service funds are used by management to charge the costs of certain activities to individual funds.		
Net income allocable to governmental activities		24,942
Change in net assets of governmental activities		$ 105,088

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Statement of Net Assets
Proprietary Funds
September 30, 2012

	Major Enterprise Funds		Nonmajor	Total	Governmental Activities
	Marina Fund	Sanitation Fund	Enterprise Fund	Enterprise Funds	Internal Service Fund
Assets					
Current assets					
Pooled cash and cash equivalents	$ 2,955	$ 108,299	$ 243,703	$ 354,957	$ 133,407
Restricted cash and cash equivalents			99,592	99,592	
Investments		20,702		20,702	
Accounts receivable, net	43,929	92,180		136,109	
Due from other funds		400,000		400,000	
Inventory	34,888			34,888	
Total current assets	81,772	621,181	343,295	1,046,248	133,407
Noncurrent assets					
Unamortized bond issue costs	79,679		14,534	94,213	
Capital assets not being depreciated	2,550,192	64,157	274,539	2,888,888	
Capital assets net of accumulated depreciation	7,141,984	297,845	403,281	7,843,110	
Total noncurrent assets	9,771,855	362,002	692,354	10,826,211	
Total assets	9,853,627	983,183	1,035,649	11,872,459	133,407
Liabilities					
Current liabilities					
Accounts payable	15,537	20,408	194	36,139	
Accrued liabilities	4,528	15,362	3,173	23,063	
Due to other funds	400,000			400,000	
Deposits payable - slip rentals	17,888			17,888	
Accrued interest payable	84,604			84,604	
Compensated absences payable, current portion	428	7,613	851	8,892	
Bonds payable, current maturities	145,265	102,395	101,198	348,858	
Total current liabilities	668,250	145,778	105,416	919,444	
Long-term liabilities					
Compensated absences payable, less current portion	1,714	30,451	3,403	35,568	
Other post-employment benefits	1,527	8,994	1,909	12,430	
Advance from other funds	2,480,000			2,480,000	
Bonds payable, net of unamortized premium and current maturities	4,742,125	216,201	313,040	5,271,366	
Total long-term liabilities	7,225,366	255,646	318,352	7,799,364	
Total liabilities	7,893,616	401,424	423,768	8,718,808	
Net assets					
Invested in capital assets, net of related debt	4,884,465	43,406	278,116	5,205,987	
Restricted for capital projects			99,592	99,592	
Unrestricted	(2,924,454)	538,353	234,173	(2,151,928)	133,407
Total net assets	$ 1,960,011	$ 581,759	$ 611,881	3,153,651	$ 133,407
Adjustment to reflect consolidation of internal service fund activities				73,945	
Net assets of business-type activities				$ 3,227,596	

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Statement of Revenues, Expenses, and Changes in Fund Net Assets
Proprietary Funds
For the Year Ended September 30, 2012

	Major Enterprise Funds		Nonmajor	Total	Governmental Activities
	Marina Fund	Sanitation Fund	Enterprise Fund	Enterprise Funds	Internal Service Fund
Operating revenue					
Charges for services	$ 867,018	$ 1,463,591	$ 500,285	$ 2,830,894	$ 294,490
Miscellaneous	8,287	4,962	2,966	16,215	3,440
Total operating revenues	875,305	1,468,553	503,251	2,847,109	297,930
Operating expenses					
Personal services	135,022	550,224	114,367	799,613	78,809
Operating expenses	788,824	597,705	176,741	1,563,270	163,695
Depreciation	486,043	248,614	69,908	804,565	
Total operating expenses	1,409,889	1,396,543	361,016	3,167,448	242,504
Operating income (loss)	(534,584)	72,010	142,235	(320,339)	55,426
Nonoperating revenues (expenses)					
Amortization	2,384		(4,716)	(2,332)	
Construction settlements	15,000			15,000	
Interest revenue		9,355	2,547	11,902	
Interest expense	(239,213)	(13,505)	(20,851)	(273,569)	
Total nonoperating revenues (expenses)	(221,829)	(4,150)	(23,020)	(248,999)	
Income (loss) before transfers	(756,413)	67,860	119,215	(569,338)	55,426
Transfers in (out)	(4,900)	(250,000)	(69,450)	(324,350)	
Change in net assets	(761,313)	(182,140)	49,765	(893,688)	55,426
Net assets - beginning of year	2,721,324	763,899	562,116	4,047,339	77,981
Net assets - ending	$ 1,960,011	$ 581,759	$ 611,881	$ 3,153,651	$ 133,407

Change in net assets	$ (893,688)
Adjustment to reflect consolidation of internal service fund activities	30,484
Change in net assets of business-type activities	$ (863,204)

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Statement of Cash Flows
Proprietary Funds
For the Year Ended September 30, 2012

	Major Enterprise Funds		Nonmajor	Total	Governmental Activities
	Marina Fund	Sanitation Fund	Enterprise Fund	Enterprise Funds	Internal Service Fund
Cash flows from operating activities:					
Cash received from customers	$ 834,146	$ 1,478,758	$ 503,251	$ 2,816,155	$
Cash paid to suppliers	(818,836)	(551,439)	(177,851)	(1,548,126)	(178,830)
Cash paid to employees	(141,002)	(540,184)	(111,487)	(792,673)	
Payments to other funds		(65,000)		(65,000)	
Payments from other funds	495,000			495,000	297,930
Net cash provided (used) by operating activities	369,308	322,135	213,913	905,356	119,100
Cash flows from noncapital financing activities:					
Transfers in (out)	(4,900)	(250,000)	(69,450)	(324,350)	
Net cash provided (used) by noncapital financing activities	(4,900)	(250,000)	(69,450)	(324,350)	
Cash flows from capital and related financing activities:					
Acquisition and construction of capital assets	(5,545)	(32,500)	(278,414)	(316,459)	
Construction settlements	15,000			15,000	
Debt issuance costs			(19,250)	(19,250)	
Interest paid on debt	(241,401)	(13,505)	(20,851)	(275,757)	
Note proceeds		-	350,000	350,000	
Principal repayments on revenue bonds	(133,963)	(98,770)	(104,177)	(336,910)	
Net cash provided (used) by capital and related financing activities	(365,909)	(144,775)	(72,692)	(583,376)	
Cash flows from investing activities:					
Purchase of investments		(640)		(640)	
Interest on investments		9,355	2,547	11,902	
Net cash provided (used) by investing activities		8,715	2,547	11,262	
Net increase (decrease) in cash and cash equivalents	(1,501)	(63,925)	74,318	8,892	119,100
Cash and cash equivalents at beginning of year	4,456	172,224	268,977	445,657	14,307
Cash and cash equivalents at end of year	$ 2,955	$ 108,299	$ 343,295	$ 454,549	$ 133,407
Cash flows from operating activities:					
Operating income (loss)	$ (534,584)	$ 72,010	$ 142,235	$ (320,339)	$ 55,426
Adjustments to reconcile operating income to net cash provided by operating activities:					
Depreciation	486,043	248,614	69,908	804,565	
Change in assets and liabilities:					
(Increase) decrease in accounts receivable	(41,359)	10,205		(31,154)	
(Increase) decrease in deposits		43,000		43,000	
(Increase) decrease in inventory	9,113			9,113	
(Increase) decrease in due from othe funds		(65,000)		(65,000)	
(Increase) decrease in prepaid expenses					63,674
Increase (decrease) in accounts payable	(39,125)	3,266	(1,110)	(36,969)	
Increase (decrease) in accrued liabilities	(2,088)	3,288	1,106	2,306	
Increase (decrease) in deposits	200			200	
Increase (decrease) in compensated absences	(4,120)	3,191	752	(177)	
Increase (decrease) in other post-employment benefits	228	3,561	1,022	4,811	
Increase (decrease) in due to other funds	495,000			495,000	
Total adjustments	903,892	250,125	71,678	1,225,695	63,674
Net cash provided (used) by operating activities	$ 369,308	$ 322,135	$ 213,913	$ 905,356	$ 119,100
Noncash investing, capital and financing activities					
Amortization of bond issue costs	$ 3,871	$	$ 4,716	$ 8,587	$
Amortization of premium on bonds	$ (6,255)	$	$	$ (6,255)	$

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Statement of Fiduciary Net Assets
Retired Police Officers' Pension Trust Fund
September 30, 2012

Assets	
Cash and cash equivalents	$ 31,573
Accounts receivable	24,859
Investments:	
Closed end equity funds	946,039
Closed end taxable bond funds	363,078
Prepaid retirement benefits	9,147
Total assets	1,374,696
Net assets	
Held in trust for pension benefits	$ 1,374,696

See notes to the financial statements.

TOWN OF LAKE PARK, FLORIDA
Statement of Changes in Fiduciary Net Assets
Retired Police Officers's Pension Trust Fund
For the Year Ended September 30, 2012

Additions	
Contributions	
Employer	$ 71,883
Investment income	
Net increase in fair value of investments	203,261
Interest and dividends	22,705
Net investment income	225,966
Total additions	297,849
Deductions	
Retirement benefits	166,881
Administrative expenses	20,075
Total deductions	186,956
Change in net assets	110,893
Net assets held in trust for pension benefits	
Net assets - beginning of year	1,263,803
Net assets - end of year	$ 1,374,696

See notes to the financial statements.

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Town of Lake Park, Florida (the "Town") was incorporated in 1923. The Town's Charter was approved by the Laws of Florida, Chapter 61-2375. The Town is governed by an elected Mayor and Town Commission which appoints a Town Manager. The Town provides the following services: public safety, recreation, sanitation, streets and roads, planning and zoning, and general administrative services.

The underlying concept of the governmental financial reporting entity is that governmental organizations are responsible to elected governing officials; therefore, financial reporting should report on the elected officials' accountability for those organizations. Furthermore, the financial statements of the reporting entity should allow users to distinguish between the primary government and its component units, if any, by communicating information about the component units and their relationships with the primary government. A component unit is a legally separate organization for which the elected officials of the primary government are financially accountable. Determining factors of financial accountability includes appointment of a voting majority, imposition of will, financial benefit or burden on a primary government, or fiscal dependency. In addition, component units can be other organizations for which the nature and significance of their relationship with a primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Community Redevelopment Agency (CRA)

Based on the application of these criteria, management has determined that the Lake Park Community Redevelopment Agency (the "CRA") is a dependent special district established by the Town of Lake Park, Florida, under authority granted by Florida Statute 163, Section III. The CRA is included in the Town's financial reporting entity as a blended component unit reported as a governmental (special revenue) fund, the *Community Redevelopment Fund.* The purpose of the CRA is to promote and guide the physical and economic development of certain areas in the Town of Lake Park. The CRA is a legally separate entity established by ordinance of the Lake Park Town Commission. The governing body of the CRA consists of the Town Commission and the Town handles the management and administration of the CRA's financial matters. Separate financial statements for the CRA are not prepared.

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the non-fiduciary activities of the Town. As a general rule, the effect of interfund activities has been removed from these statements. An exception to this rule is that interfund services provided and used are not eliminated. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and the major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements and proprietary fund financial statements are reported using the accrual basis of accounting and the economic resources measurement focus. Fiduciary funds use the accrual basis of accounting and the economic resources measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenue is considered to be available when it is collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Town considers revenue to be available if it is collected within ninety days of the end of the current fiscal year, except for property taxes, for which the period is 60 days.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

Unearned revenue consists primarily of grant funds and occupational licenses and other fees collected in advance of the year to which they relate.

Expenditures are generally recognized in the accounting period in which the fund liability is incurred, except for principal and interest on general long-term debt, which is recognized when due. Property taxes, intergovernmental revenue, franchise fees, charges for services and investment income are all considered susceptible to accrual and so have been recognized as revenue in the current fiscal year. All other revenue items are considered to be measurable and available only when received in cash by the Town. Debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

General Fund
The General Fund is the primary operating fund and is used to account for all financial resources applicable to the general operations of the Town except those required to be accounted for in another fund.

CRA Fund
The CRA fund is a special revenue fund and is used to account for all financial resources applicable to the promotion of the physical and economic development of certain areas in the Town of Lake Park.

The Town reports the following major proprietary funds:

Marina Fund
This enterprise fund accounts for the operations of the Town's municipal marina, which are financed primarily by user charges.

Sanitation Fund
This enterprise fund accounts for the operations of the Town's garbage and trash collection services, which are financed primarily by user charges.

Additionally, the Town reports the following non-major funds:

Special Revenue Funds
The special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. In addition to the CRA Fund, a major governmental fund, the Town has one non-major special revenue fund: the Streets and Roads Fund.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

Debt Service Fund
This fund is used to account for resources accumulated and payments made for principal and interest financed by the proceeds of the Town's general obligation bond which are payable from ad valorem taxes.

Capital Projects Funds
The Capital Projects Fund and Special Projects Fund are used to account for construction and renovation projects.

Stormwater Utility Fund
The Stormwater Utility Fund is used to account for the charges and related expenses for the Town's stormwater drainage system.

Internal Service Fund
Internal service funds account for operations that provide services to other departments on a cost reimbursement basis. The Insurance Fund accounts for the Town's general liability and workers' compensation insurance plans.

Fiduciary Funds
Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government; pension trust funds are held under the terms of a formal trust agreement. The fiduciary fund of the Town includes:

> *Retired Police Officers' Pension Fund* - This fund was established in 2004 to receive and invest Town contributions in a defined benefit pension plan and to disburse these monies to Police retirees in accordance with the Pension Plan Ordinance.

Private sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of GASB. Governments also have the option of following subsequent private sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The Town has elected not to follow subsequent private sector guidance.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's enterprise funds and various other functions of the Town. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town's marina and sanitation enterprise funds are charges to customers for sales and services. Operating expenses for the enterprise funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Assets, Liabilities, and Net Assets or Equity

Cash and Cash Equivalents

All short-term investments that are highly liquid are considered to be cash equivalents. Cash equivalents are readily convertible to a known amount of cash, and at the day of purchase, have a maturity date no longer than three months.

Investments

Investments are reported at fair value, which is determined by using various third party pricing sources. The Local Government Surplus Funds Trust is a "2a-7 like" pool and, thus, these investments are valued using the pooled share price. Investments in "Florida PRIME" of the Local Government Surplus Funds Trust are reported as cash and cash equivalents.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Assets, Liabilities, and Net Assets or Equity (Continued)

Accounts Receivable

Accounts receivable represent amounts due from local businesses for franchise taxes, utility taxes, delinquent property taxes and other charges in the General Fund, and solid waste disposal fees and marina slip rentals in the Enterprise Funds. The Town does not require collateral for accounts receivable. Accounts receivable are net of allowances for uncollectible accounts determined based on the age of the individual receivable, with age categories ranging from 30 days past due to several years past due. Generally the allowance includes accounts over 90 days past due. Accounts receivable are written off on an individual basis in the year the Town deems them uncollectible.

Interfund Transactions

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans). All other outstanding balances between funds are reported as "advance to/advance from other funds." Any residual balance outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as internal balances.

Transfers and interfund balances totally within governmental activities and those that are totally within business-type activities are eliminated and not presented in the government wide financial statements. Transfers and balances between governmental and business-type activities are presented in the government-wide financial statements.

Inventories

Inventories are valued at cost determined on a first-in, first-out basis. Inventories in the General Fund consist of expendable supplies held for consumption. Inventories in the Marina Fund consist of goods for sale to the public. The initial cost is recorded as an asset at the time the individual inventory items are purchased and are charged against operations in the period when used.

Prepaid Items/Expenses

Expenditures/expenses for insurance premiums and other administrative costs extending over more than one accounting period are accounted for as prepaid items and allocated between accounting periods. Prepaid items in governmental funds are accounted for using the consumption method.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Assets, Liabilities, and Net Assets or Equity (Continued)

Capital Assets and Depreciation

Capital assets, which include property, plant, infrastructure, and equipment, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. The Town defines capital assets as assets with an initial individual cost of $750 or more and an estimated life in excess of one year. In accordance with GASB Statement No. 34, the Town has elected not to record infrastructure assets purchased prior to October 1, 2003 in the accompanying financial statements.

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. General capital assets are assets of the Town as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized as assets in the government-wide statement of net assets. General capital assets are carried at historical cost. Where cost cannot be determined from the available records, estimated historical cost has been used to record the estimated value of the assets. Assets acquired by gifts or bequests are recorded at their fair value at the date of acquisition.

Capital assets of the enterprise funds are capitalized in the fund. The valuation basis for enterprise fund capital assets is the same as those used for general capital assets. Additionally, net interest cost is capitalized on enterprise fund projects during the construction period.

Additions, improvements, and other capital outlay that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation has been provided over the estimated useful lives using the straight-line method of depreciation. The estimated lives for each major class of depreciable fixed assets are as follows:

Buildings and infrastructure	30-50 years
Building improvements	7- 50 years
Equipment and vehicles	5 years
Docks and channels	20 years

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Assets, Liabilities, and Net Assets or Equity (Continued)

Deferred Revenue

The government reports deferred revenue on its government wide statement of net assets, proprietary statement of net assets, and governmental funds balance sheet. Deferred revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when the government receives resources before it has a legal claim to them, as when grant monies are received prior to incurring qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed and revenue is recognized.

Deferred revenue in the General Fund is composed of grant funds that were not received within ninety days of fiscal year end, and of business tax fees received prior to September 30, 2012 for the fiscal year beginning October 1, 2012. Deferred revenue in the Special Projects Fund is composed of unexpended grant funds.

Compensated Absences

Unused compensated absences are payable upon separation from service. Vacation is accrued as a liability when the employee earns benefits. This means that the employee has rendered services that give rise to a vacation liability and it is probable that the Town will compensate the employee in some manner, e.g., in cash or paid time-off, now or upon termination or retirement. The Town uses the vesting method in accruing sick leave liability. Under the vesting method, the liability for vacation leave is accrued for employees who are eligible to receive termination payments upon separation. The Town’s policy is to allow employees to accumulate vacation leave to a maximum of 480 hours. At the time of retirement or termination all vacation leave up to a maximum of 240 hours is payable at 100% to the employee. Except for liabilities incurred by employment terminations, such benefits are paid only when taken.

Compensated absences are accrued when incurred in the government-wide and proprietary financial statements. Benefits that were earned but not used during the current year were accrued at employees’ pay rates in effect at September 30, 2012. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations or retirements. For the governmental funds, compensated absences are liquidated by the General Fund. The amount attributable to the business-type activities is charged to expense with a corresponding liability established in the government-wide financial statements as well as the Enterprise Fund. The Town does not contribute to otherpost-employment benefits for employees.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Assets, Liabilities, and Net Assets or Equity (Continued)

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight line method. Unamortized debt issue costs are included in assets and unamortized bond premiums are presented as an addition to bonds payable.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Assets

Equity in the government-wide statement of net assets and the proprietary fund is displayed in three categories: 1) invested in capital assets net of related debt, 2) restricted, and 3) unrestricted. Net assets invested in capital assets net of related debt consists of capital assets reduced by accumulated depreciation and by any outstanding debt incurred to acquire, construct, or improve those assets. Net assets are reported as restricted when there are legal limitations imposed on their use by Town legislation or external restrictions by other governments, creditors, or grantors. Unrestricted net assets consist of all net assets that do not meet the definition of either of the other three components.

Fund Equity

Fund balance is the difference between assets and liabilities reported in governmental funds. There are five possible components of fund balance:

- Nonspendable fund balance represents amounts that are not in spendable form or are legally or contractually required to be maintained intact.
- Restricted fund balance represents amounts that can be spent only for specific purposes stipulated by external providers (e.g. creditors, grantors, contributor, or laws or regulations of other governments) or imposed by law through constitutional provisions or enabling legislation.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Assets, Liabilities, and Net Assets or Equity (Continued)

Fund Equity (Continued)

- Committed fund balance represents amounts that can be used only for the specific purposes pursuant to constraints imposed by Town Commission by the adoption of an ordinance, the Town's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the Town removes or changes the specified use by the adoption of an ordinance.
- Assigned fund balance includes spendable fund balance amounts that are intended to be used for specific purposes, as expressed by the Town Commission or Town Manager, that are neither considered restricted or committed.
- Unassigned fund balance is the residual fund balance classification for the general fund.

The Town will first use committed fund balance then assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which any of the unrestricted fund balance classifications could be used.

Use of Estimates

The financial statements and related disclosures are prepared in conformity with accounting principles generally accepted in the United States. Management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and revenue and expenses during the period reported. These estimates include the collectibility of accounts receivable, the use and recoverability of inventory, the useful lives and impairment of tangible assets, and the realization of net pension assets, among others. Estimates and assumptions are reviewed periodically, and the effects of revisions are reflected in the financial statements in the period they are determined to be necessary. Actual results could differ from those estimates.

Statement of Cash Flows

For purposes of the statement of cash flows, the Town considers all short-term investments that are highly liquid to be cash equivalents. Cash equivalents are readily convertible to a known amount of cash, and at the day of purchase, have a maturity date no longer than three months.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Data

Formal budgetary integration is employed as a management control device during the year for the General Fund and the enterprise funds. All budgets are legally enacted. The annual appropriated budget for the General Fund is adopted on a basis consistent with generally accepted accounting principles, except that for budgetary purposes, revenue includes proceeds from debt issuances, transfers from other funds, and proceeds from the sale of capital assets, and expenditures include encumbrances and transfers to other funds within each governmental function. Except for budgeting capital expenditures and not budgeting for depreciation, the annual appropriated budgets for the enterprise funds are adopted on a basis consistent with generally accepted accounting principles. For budgeting purposes, current year encumbrances are not treated as expenditures. In 2012, the other funds with legally adopted budgets include the Community Redevelopment Fund, Streets and Roads Funds, Debt Service Fund, Insurance Fund, Marina Fund, and Sanitation fund.

The procedures for establishing budgetary data are as follows:

- Prior to September 1st, the Town Manager submits a proposed operating budget to the Town Commission for the next fiscal year commencing the following October 1st. The proposed budget includes expenditures and the means of financing them.
- Public hearings are conducted at the Town Hall to obtain taxpayer comments.
- The Town advises the Palm Beach County Tax Collector's office of the proposed millage rate, the rolled back millage rate and the day, time and place of the public hearing for budget acceptance.
- A public hearing is held to obtain taxpayer input and to adopt the final budget and millage rate.
- Upon completion of the public hearings and prior to October 1st, a final operating budget and related millage rates are legally enacted through the passage of an ordinance. Estimated beginning fund balances are considered in the budgetary process. Effective for fiscal year ending September 30, 2012, a final operating budget and related millage rates are legally enacted through the passage of a resolution.
- Changes or amendments to the total budgeted expenditures of the Town or a department must be approved by the Town Commission; however, changes within a department which do not affect the total departmental expenditures may be approved by the Town Manager. Accordingly, the legal level of control is at the department level.
- All unencumbered balances lapse on September 30th.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY (Continued)

A. Budgetary Data (Continued)

Budgeted amounts are as originally adopted, or as amended by appropriate action. During the year several supplementary appropriations were necessary.

Encumbrance accounting is employed in governmental funds. Encumbrances (e.g. purchase orders, contracts) outstanding at year end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be re-appropriated and honored during the subsequent year.

B. Property Taxes

Under Florida law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the County Property Appraiser and the County Tax Collector. All property is reassessed according to its fair market value on January 1 of each year and each assessment roll is submitted to the State Department of Revenue for review to determine if the assessment rolls meet all of the appropriate requirements of State law. The laws of the State regulating tax assessment are also designed to assure a consistent property valuation method statewide. State Statutes permit municipalities to levy property taxes at a rate of up to 10 mills for operating purposes.

The tax levy of the Town is established by the Town Commission prior to October 1 of each year during the budget process. The Palm Beach County Property Appraiser incorporates the Town's millage into the total tax levy, which includes the County, County School Board, and special district tax requirements. The millage rate assessed by the Town for the year ended September 30, 2012, was 10.2920 ($10.2920 for each $1,000 of assessed valuation), which includes 1.7920 mills for debt service.

Taxes may be paid, less a 4% discount, in November or at declining discounts each month through the month of February. All unpaid taxes become delinquent on April 1 following the year in which they are assessed. Delinquent taxes on real property bear interest at 18% per year. On or prior to June 1 following the tax year, certificates are offered for sale for all delinquent taxes on real property.

After sale, tax certificates bear interest at 18% per year or at any lower rate bid by the buyer. The certificate holder may make application for a tax deed on any unredeemed tax certificate after a period of two years. The County holds unsold certificates. Delinquent taxes on personal property bear interest at 18% per year until the tax is satisfied either by seizure and sale of the property or by the five-year statute of limitations. At September 30, 2012, unpaid delinquent taxes are not material and have not been recorded by the Town.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY (Continued)

C. Contractual and Legal Obligations to Pay

In prior years, the Town failed to make the required annual incremental tax contributions to the Community Redevelopment Agency (CRA) since its inception, causing penalties and interest for non-payment to accrue beginning in fiscal year ending September 30, 2000 (see Note 15). Annual payments of current and prior year obligations will continue to be paid by the General Fund.

D. Deteriorating Financial Condition

The Marina Fund has a deficit in unrestricted net assets of $2,924,454 and an operating loss before transfers of $756,413 for the year. One of the primary causes of this decrease in the net assets of the Marina Fund has been repair costs and legal fees caused by construction deficiencies in the renovation of the Marina. In addition, the CRA fund balance has decreased from $3,569,781 in fiscal year 2008 to a deficit of $231,918 for the current fiscal year. This was caused by increased expenditures and drops in the incremental tax revenues over the years.

NOTE 3 – DEPOSITS AND INVESTMENTS

Deposits

As of September 30, 2012, the carrying amount of deposits (including fiduciary funds) was $257,402 and the bank balances were $727,080. The Town also had $690 of petty cash. In addition to insurance provided by the Federal Depository Insurance Corporation, deposits are held in banking institutions approved by the State Treasurer of the State of Florida to hold public funds. Under Florida Statutes Chapter 280, *Florida Security for Public Deposits Act,* the State Treasurer requires all Florida qualified public depositories to deposit with the Treasurer or other banking institution eligible collateral. In the event of failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses. The Town's deposits at year end are considered insured for custodial credit risk purposes.

The Town maintains a pooled account for cash and cash equivalents that is available for use by all funds. Each fund's portion of the pooled account is displayed on the financial statements as "Pooled cash and cash equivalents". Interest income from pooled checking accounts is allocated back to the General Fund. Investment income from the pooled SBA accounts is allocated to the following funds based on each fund's relative equity in the pool: General, CRA, Debt Service, Capital Projects, and Sanitation.

Restricted cash

As September 30, 2012, the Town reported restricted cash for transportation capital projects.

NOTE 3 – DEPOSITS AND INVESTMENTS (Continued)

Investments

As of September 30, 2012, the Town held the following investments:

	Credit Rating	Fair Value	Weighted Average Maturity
State Board of Administration:			
Florida PRIME	AAA(m)	$ 785,102	39 days
Fund B	N/R	57,888	4.08 years (WAL)
Money market funds	N/R	102	N/A
Closed end bond funds	N/R	363,078	N/A
Closed end equity funds	N/R	946,039	N/A
Total investments		$ 2,152,209	

All the investments other than the State Board of Administration are held in the fiduciary funds. The credit ratings are S&P's.

Interest rate risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the time to maturity, the greater the exposure to interest rate risks. The Town limits its exposure to fair value losses resulting from rising interest rates by structuring the investment portfolio so that the securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity; and investing operating funds primarily in short-term securities, money market mutual funds, or similar investment pools unless it is anticipated that long-term securities can be held to maturity without jeopardizing the liquidity requirements. The Retirement Funds do not have a formal investment policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

Custodial credit risk – For an investment, custodial credit is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments that are in the possession of an outside party. At September 30, 2012, all investments were insured or collateralized, except the Town's two pension funds, in which the underlying securities are held by counterparty, or by its trust department or agent but not in the Town's name and is uninsured and unregistered. However, all securities are registered in the funds' names.

NOTE 3 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

The money market and closed end funds are owned by the Pension Trust Funds.

The Town is authorized to invest its funds as follows:

1. Interest-bearing checking or savings accounts in qualified public depositories, as defined in Chapter 280, Florida Statutes;
2. Interest-bearing time deposits in qualified public depositories, as defined in Chapter 280, Florida Statutes;
3. The Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Chapter 163, Florida Statutes;
4. Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
5. Direct obligations of the United States Treasury;
6. Federal agencies and instrumentalities;
7. Securities of, or interest in, any open-end or closed-end management-type investment company or investment trust registered under the Investment Company Act of 1940, 15 U.S.C. sections 80a-1 et seq., as amended from time to time, provided that the portfolio of such investment company or investment trust is limited to obligations of the United States Government or any agency or instrumentality thereof and to repurchase agreements fully collateralized by such United States Government obligations, and provided that such investment company or investment trust takes delivery of such collateral either directly or through an authorized custodian;
8. Other investments authorized by law or by ordinance by the Town.

The State Board of Administration is part of the Local Governments Surplus Funds Trust Fund and is governed by Chapter 19-7 of the Florida Administrative Code. These rules provide guidance and establish the general operating procedures for the administration of the Local Governments Surplus Funds Trust Fund. Additionally, the Office of the Auditor General performs the operational audit of the activities and investments of the State Board of Administration. The Local Government Surplus Funds Trust Fund is not a registrant with the Securities and Exchange Commission (SEC); however, the board has adopted operating procedures consistent with the requirements for a 2a-7 fund.

NOTE 3 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

On December 4, 2007, based on recommendations from an outside financial advisor, the State Board of Administration restructured the Pool into two separate pools. Pool A, (Local Government Surplus Funds Trust Fund Investment Pool) consisted of all money market appropriate assets. Pool B, (Surplus Funds Trust Fund) consisted of assets that either defaulted on a payment, paid more slowly than expected, and/or had any significant credit and liquidity risk. At the time of the restructuring, all current pool participants had their existing balances proportionately allocated into Pool A and Pool B. On August 3, 2009, the SBA announced "Florida PRIME" as the highly enhanced version of the SBA's prior Local Government Investment Pool.

At September 30, 2012, Florida PRIME was assigned a "AAA(m)" principal stability fund rating by the Standard and Poor's Ratings. Florida PRIME is considered a SEC 2a7-like fund, thus, the account balance should also be considered its fair value. Fund B is not considered a SEC 2a7-like fund and is not rated by any nationally recognized rating agency.

Fund B is accounted for as a fluctuating NAV pool. The fair value factor for September 30, 2012, was 0.94896811. The factor should be multiplied by the account balance in order to calculate the fair value of the investment in Fund B.

The weighted average days to maturity (WAM) of Florida PRIME at September 30, 2012, was 39 days. A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating rate instruments. WAM measures the sensitivity of Florida PRIME to interest rate changes.

The weighted average life (WAL) of Fund B at September 30, 2012, was 4.08 years. A portfolio's WAL is the dollar weighted average length of time until securities held reach maturity. WAL is based on legal final maturity dates for Fund B as of September 30, 2012. However, because fund B consists of restricted or defaulted securities there is considerable uncertainty regarding the weighted average life.

As of September 30, 2012, the Town of Lake Park had $785,102 invested in Florida PRIME. The costs basis of Fund B as of September 30, 2012, was $61,000, and the fair value and adjusted book value was $57,888. Additional information regarding the Local Government Surplus Funds Trust Fund may be obtained from the State Board of Administration.

NOTE 3 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

Investments of the Retire Police Officers Retirement Fund can consist of the following:

1. A qualified public depository as defined in Section 280, Florida Statutes.

2. Obligations issued by the United States Government or obligations guaranteed as to principal and interest by the United States Government.

3. Stocks, bonds or other evidence of indebtedness issued or guaranteed by a corporation organized under the laws of the United States or the District of Columbia, provided that the corporation is listed on one or more of the recognized national exchanges or on the National Market System of the NASDAQ stock market. Bonds or other evidence of indebtedness must hold a rating in one of the three highest classifications by a major rating service.

    a. Investments in equities shall not exceed 70% of the Pension Fund's total assets at cost.

    b. Not more than then (5) percent of the Pension Fund's assets shall be invested in the common stock or capital stock of any one issuing company, nor shall the aggregate investment in any one issuing company exceed (5) percent of the outstanding capital stock of that company.

    c. Not more than five (5) percent of the Fund's fixed income portfolio (at cost) shall be invested in the securities of any single corporate issuer. This limitation does not include issues of any U.S. government agency.

4. Common or collective trust funds or pooled investment funds maintained by a bank or trust company or a pooled investment fund of an insurance company qualified to do business in the State.

5. Foreign securities provided they do not exceed 10% of the Pension Fund's assets at cost.

NOTE 3 – DEPOSITS AND INVESTMENTS (Continued)

Investments (Continued)

A reconciliation of deposit and investments as shown on the statement of net assets and statement of fiduciary net assets for the Town is as follows:

By Category:	
Deposits	$ 257,300
Petty cash	690
Investments	2,152,209
Total deposits and investments	$ 2,410,199
Presented in the statement of net assets	
Governmental activities	
Cash and cash equivalents	$ 557,072
Investments	37,186
Business-type activities	
Cash and cash equivalents	354,957
Restricted cash and cash equivalents	99,592
Investments	20,702
Total statements of net assets	1,069,509
Presented in the statement of fiduciary net assets	
Pension trust funds	
Cash and cash equivalents	31,573
Investments	1,309,117
Total fiduciary funds	1,340,690
Total deposits and investments	$ 2,410,199

NOTE 4 – NOTES RECEIVABLES

The CRA has a program to give grants and low interest loans for business development and façade improvements. The loans bear interest at 2% and are payable monthly for terms of five to ten years. The grants are to be repaid if the business is sold within five years and one fifth of the grant is forgiven each year. Both the loans and grants are secured by lien on the improvements and/or the property of the business. At September 30, 2012, there were $133,960 of loans outstanding which are recorded as notes receivable and $37,518 of grants outstanding for which no asset is recorded since the expectation is that the business will not be sold.

NOTE 5 – ACCOUNTS RECEIVABLES

Receivables at September 30, 2012, were as follows:

	General Fund	CRA Fund	Marina Fund	Sanitation Fund	Total
Accounts receivable	$ 30,475	$ 2,438	$ 43,929	$ 95,353	$ 172,195
Accrued receivables	185,567			2,985	188,552
Total receivables	216,042	2,438	43,929	98,338	360,747
Less: allowance for uncollectible accounts	(16,319)			(6,158)	(22,477)
Accounts receivable, net	$ 199,723	$ 2,438	$ 43,929	$ 92,180	$ 338,270

NOTE 6 – CAPITAL ASSETS

Capital Assets activity for the year ended September 30, 2012, was as follows:

Primary Government

Governmental activities:	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets not being depreciated:				
Land	$ 2,691,891	$	$	$ 2,691,891
Construction in progress	392	28,111	(392)	28,111
Capital assets being depreciated:				
Buildings	7,229,222	128,469		7,357,691
Improvements	4,987,509	14,253		5,001,762
Machinery and equipment	1,756,774	64,072		1,820,846
Total at historical cost:	16,665,788	234,905	(392)	16,900,301
Less accumulated depreciation for:				
Buildings	(4,161,106)	(191,334)		(4,352,440)
Improvements	(1,392,188)	(410,148)		(1,802,336)
Machinery and equipment	(1,497,934)	(147,363)		(1,645,297)
Total accumulated depreciation	(7,051,228)	(748,845)		(7,800,073)
Governmental activities capital assets, net	$ 9,614,560	$ (513,940)	$ (392)	$ 9,100,228

NOTE 6 – CAPITAL ASSETS (Continued)

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	$ 441,573
Public safety	3,540
Physical environment	33,235
Transportation	109,655
Culture and recreation	160,842
Total depreciation expense governmental activities	$ 748,845

The capital asset activity of business-type activities for the year ended September 30, 2012 was as follows:

Business-type activities:	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets not being depreciated:				
Land	$ 2,492,332	$	$	$ 2,492,332
Construction in progress	416,884		(20,328)	396,556
Capital assets being depreciated:				
Improvements	10,169,799	336,787		10,506,586
Machinery and equipment	2,746,907			2,746,907
Total at historical cost:	15,825,922	336,787	(20,328)	16,142,381
Less accumulated depreciation for:				
Improvements	(2,529,723)	(496,463)		(3,026,186)
Machinery and equipment	(2,076,095)	(308,102)		(2,384,197)
Total accumulated depreciation	(4,605,818)	(804,565)		(5,410,383)
Business-type activities capital assets, net	$11,220,104	$ (467,778)	$ (20,328)	$10,731,998

NOTE 7 – CONTRACT COMMITMENTS

The amount remaining on contracts awarded but not yet completed as of September 30, 2012, were as follows:

Construction Commitments:	
Drainage improvements	$ 16,746
Other Town improvements	26,025
Subtotal, construction commitments	42,771
Consulting contracts	33,871
	$ 76,642

NOTE 8 – LONG-TERM LIABILITIES

Long-term liability activity for the year ended September 30, 2012, was as follows:

	Balance October 1, 2011	Additions	Reductions	Balance September 30, 2012	Amount due within one year
Governmental activities:					
Bonds and loans payable	$ 8,511,820	$	$ (827,516)	$ 7,684,304	$ 865,028
OPEB (see note 11)	17,717	6,776		26,493	
Pension contribution payable	32,267		(32,267)		
Compensated absences payable	158,691	214,421	(224,164)	148,948	29,790
Total	$ 8,720,495	$ 221,197	$(1,083,947)	$ 7,859,745	$ 885,817
Business-type activities:					
Loans payable	$ 5,478,383	$ 350,000	$ (336,910)	$ 5,491,473	$ 348,858
OPEB (see note 11)	7,619	4,811		12,430	
Compensated absences payable	44,637	56,255	(56,432)	44,460	8,892
Total	$ 5,530,639	$ 411,066	$ (393,342)	5,548,363	$ 357,750
Unamortized premium				128,751	
				$ 5,677,114	

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Compensated absences and OPEB liabilities for governmental activities are generally liquidated by the General Fund and by the Marina Fund, Sanitation Fund, and Stormwater Fund for business-type activities.

General Obligation Bonds: The debt service for general obligation bonds are payable from a separate ad valorem tax levy for the debt service fund. The Town's outstanding governmental activities general obligation bonds at September 30, 2012, are summarized as follows:

General Obligation Bonds, Series 1997: On March 11, 1997, the voters of the Town approved the issuance of up to $9,806,000 general obligation bonds for the purpose of financing the repair and redevelopment of the Town Hall, marina and other projects, and the construction of a new fire/medical facility and library addition. On August 7, 1997, the Town issued $4,800,000 Town of Lake Park, Florida, General Obligation Bonds, Series 1997. Principal and interest at 4.96% are payable in semi-annual installments of $189,725 on January 1 and July 1, commencing January 1, 1998, through maturity on July 1, 2017

The required debt service payments on the Series 1997 bond at September 30, 2012 are as follows:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 300,963	$ 78,487	$ 379,450
2014	316,076	63,374	379,450
2015	331,947	47,503	379,450
2016	348,616	30,834	379,450
2017	358,222	13,327	371,549
	$1,655,824	$ 233,525	$1,889,349

General Obligation Bond, Series 1998: On November 17, 1998, the Town issued a $5,000,000 Town of Lake Park, Florida, General Obligation Bond, Series 1998. This bond represents the second and final series of the bonds approved by the voters of the Town in a special referendum on March 11, 1997, for the purpose of financing the repair and redevelopment of the Town Hall, marina and other projects, and the construction of a new fire/medical facility and library addition. Principal and interest at 4.46% are payable in semi-annual installments of $194,329 on January 1 and July 1, commencing July 1, 1999, through maturity on July 1, 2018.

NOTE 8 – LONG-TERM LIABILITIES (Continued)

General Obligation Bonds (Continued)

General Obligation Bond, Series 1998 (Continued)

The required debt service payments on the Series 1998 bond at September 30, 2012 are as follows:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 301,710	$ 86,947	$ 388,657
2014	315,316	73,341	388,657
2015	329,536	59,121	388,657
2016	344,397	44,260	388,657
2017	359,928	28,729	388,657
2018	372,398	12,499	384,897
	$2,023,285	$304,897	$2,328,182

Revenue Bonds: The Town's outstanding business-type activities revenue bonds at September 30, 2012 are summarized as follows:

Revenue Bonds, Series 2003A: On May 12, 2003 the Town entered into an agreement with the Florida Municipal Loan Council (the "Council") to borrow funds for the construction of improvements at the Town's marina. On May 16, 2003, the Council issued $4,810,000 Florida Municipal Loan Council Revenue Bonds, Series 2003A, dated May 1, 2003, to finance the Town's project and pay the costs of issuance for the bonds. The Town is required to meet certain minimum financial amounts, debt limitations and reporting requirements. Interest on the bonds is payable by the Town semi-annually on April 20 and October 20 and principal payments are due on April 20. Debt service on the bonds is payable from the net revenues of the marina operations, and all non-ad valorem revenues are pledged.

NOTE 8 – LONG-TERM LIABILITIES (Continued)

The debt service requirements and interest rates of the bonds at September 30, 2012, are as follows:

Year Ending September 30	Interest Rate	Principal	Interest	Total
2013	5.25	$ 115,000	$ 203,050	$ 318,050
2014	5.25	120,000	197,012	317,012
2015	5.25	125,000	190,713	315,713
2016	5.25	130,000	184,150	314,150
2017	5.25	140,000	177,325	317,325
2018	5.25	145,000	169,975	314,975
2019	5.25	155,000	162,363	317,363
2020	5.25	160,000	154,225	314,225
2021	5.00	170,000	145,825	315,825
2022	5.00	180,000	137,325	317,325
2023	4.50	185,000	128,325	313,325
2024	4.50	195,000	120,000	315,000
2025	4.50	205,000	111,225	316,225
2026	5.00	215,000	102,000	317,000
2027	5.00	225,000	91,250	316,250
2028	5.00	235,000	80,000	315,000
2029	5.00	245,000	68,250	313,250
2030	5.00	260,000	56,000	316,000
2031	5.00	275,000	43,000	318,000
2032	5.00	285,000	29,250	314,250
2033	5.00	300,000	15,000	315,000
		$4,065,000	$2,566,263	$6,631,263

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Promissory Notes: The Town's outstanding promissory notes payable at September 30, 2012 are summarized as follows:

Promissary Note, Series 2008A: On August 28, 2008, the Town executed a tax-exempt note in the principal amount of $4,928,350 with the Bank of America. Loan proceeds are restricted to finance the settlement of the pension obligation to the Town of Lake Park Firefighters' Pension and for the construction of improvements in the marina. In addition, $2,420,000 of the governmental loan proceeds were transferred to the CRA as a grant for the acquisition of property and for the construction of improvements within the Town's community redevelopment area in accordance with an interlocal agreement between the Town and the CRA executed on August 20, 2008. The agreement does not require the CRA to repay the grant from the Town; however, if the CRA makes a voluntary payment to the Town, the Town will use the payment to pay debt service on the note.

Non-ad valorem revenues of the Town secure the promissory note. The Town is required to meet certain minimum financial amounts, debt limitations and reporting requirements. The continued exclusion of interest on the Tax-Exempt Note from gross income for federal income tax purposes depends, in part, upon compliance with the arbitrage limitations imposed by Sections 103(b)(2) and 148 of the Internal Revenue Code. Interest on the note is payable by the Town semi-annually on April 1 and October 1 and principal payments are due on April 1 with a final maturity date of April 1, 2028. The note bears an annual interest rate of 3.67%, which is subject to adjustment upon the occurrence of a Determination of Taxability.

Amounts currently outstanding on the note are as follows:

Purpose	Amount
Governmental activities	$ 2,999,189
Business-type activities	787,369
	$ 3,786,558

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Promissory Notes (Continued)

Promissory Note, Series 2008A (Continued)

Annual debt service requirements to maturity are as follows:

Governmental Activities:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 168,188	$ 106,984	$ 275,172
2014	174,361	100,698	275,059
2015	180,760	94,182	274,942
2016	187,394	87,426	274,820
2017	194,271	80,423	274,694
2018-2022	1,083,681	287,726	1,371,407
2023-2027	845,375	102,254	947,629
2028	165,159	3,031	168,190
Total	$ 2,999,189	$ 862,724	$ 3,861,913

Business-type activities:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 124,448	$ 26,613	$ 151,061
2014	129,015	21,962	150,977
2015	133,750	17,140	150,890
2016	24,571	14,235	38,806
2017	25,473	13,317	38,790
2018-2022	142,093	51,584	193,677
2023-2027	170,152	23,010	193,162
2028	37,867	695	38,562
Total	$ 787,369	$ 168,556	$ 955,925

Promissory Note, Series 2008B: On August 28, 2008, the Town executed a note in the principal amount of $309,550 with the Bank of America to finance the construction of improvements in the marina and the purchase of recreation vehicles. Non-ad valorem revenues of the Town secure the promissory note. The Town is required to meet certain minimum financial amounts, debt limitations and reporting requirements. Interest on the note is payable by the Town semi-annually on April 1 and October 1 and principal payments are due on April 1 with a final maturity date of April 1, 2028. The note bears an annual interest rate of 6.78%.

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Promissory Notes (Continued)

Promissory Note, Series 2008B (Continued)

Amounts currently outstanding on the note are as follows:

Purpose	Amount
Governmental activities	$ 23,630
Business-type activities	224,866
	$ 248,496

Annual debt service requirements to maturity are as follows:

Governmental Activities:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 7,366	$ 1,352	$ 8,718
2014	7,865	836	8,701
2015	8,399	285	8,684
Total	$ 23,630	$ 2,473	$ 26,103

Business-type activities:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 8,212	$ 14,968	$ 23,180
2014	8,769	14,392	23,161
2015	9,363	13,777	23,140
2016	9,998	13,121	23,119
2017	10,676	12,420	23,096
2018-2022	65,271	49,806	115,077
2023-2027	90,608	23,610	114,218
2028	21,969	745	22,714
Total	$ 224,866	$ 142,839	$ 367,705

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Promissory Notes (Continued)

Promissory Note, Series 2009: On August 7, 2009, the Town executed a note in the principal amount of $1,475,000 with the Bank of America to land acquisition and improvements, the purchase of a sanitation truck, fuel tanks, parking meters, and make roof repairs. Non-ad valorem revenues of the Town secure the promissory note. The Town is required to meet certain minimum financial amounts, debt limitations and reporting requirements. Interest on the note is payable by the Town semi-annually on April 1 and October 1 and principal payments are due on April 1 with a final maturity date of April 1, 2024. The note bears an annual interest rate of 5.11%.

Amounts currently outstanding on the note are as follows:

Purpose	Amount
Governmental activities	$ 982,376
Business-type activities	115,050
	$ 1,097,426

Annual debt service requirements to maturity are as follows:

Governmental Activities:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 86,801	$ 50,200	$ 137,001
2014	91,235	45,764	136,999
2015	63,622	41,102	104,724
2016	66,873	37,851	104,724
2017	70,289	34,434	104,723
2018-2022	409,136	114,477	523,613
2023-2025	194,420	15,027	209,447
Total	$ 982,376	$ 338,855	$ 1,321,231

Business-type activities:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 56,092	$ 5,879	$ 61,971
2014	58,958	3,012	61,970
Total	$ 115,050	$ 8,891	$ 123,941

NOTE 8 – LONG-TERM LIABILITIES (Continued)

Promissory Notes (Continued)

Promissory Note, Series 2011: On October 20, 2011, the Town executed a note in the principal amount of $350,000 with Seacoast National Bank to finance improvements to stormwater drainage. Non-ad valorem assessments imposed by the Town to pay for the cost of operation, maintenance, extension and replacement and debt service of the Town's stormwater management system secure the promissory note. . Interest on the note is payable by the Town semi-annually on April 1 and October 1 and principal payments are due on April 1 with a final maturity date of April 1, 2018. The note bears an annual interest rate of 4%.

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 45,106	$ 11,066	$ 56,172
2014	46,910	9,225	56,135
2015	48,787	7,311	56,098
2016	50,738	5,321	56,059
2017	52,768	3,251	56,019
2018	54,879	1,097	55,976
Total	$ 299,188	$ 37,271	$ 336,459

Annual Maturities: The aggregate maturities for all long-term debt of the Town with scheduled maturities (excluding compensated absences and claims and settlements), are as follows:

Year Ending September 30	Principal	Interest	Total Amount
2013	$ 1,213,886	$ 585,546	$ 1,799,432
2014	1,268,505	529,617	1,798,122
2015	1,231,164	471,134	1,702,298
2016	1,162,587	417,198	1,579,785
2017	1,211,627	363,225	1,574,852
2018-2022	2,937,459	1,286,903	4,224,362
2023-2027	2,325,555	716,701	3,042,256
2028-2032	1,524,994	280,971	1,805,965
2033	300,000	15,000	315,000
Total	$ 13,175,777	$ 4,666,295	$ 17,842,072

NOTE 9 – DEFERRED COMPENSATION PLAN ASSETS

Employees of the Town may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments).

The deferred compensation plan is available to all employees of the Town. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency. A third party administers the deferred compensation plan.

In 1999, the Town Adopted GASB-32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans.* The Town modified its Deferred Compensation Plan to conform with the changes in the Internal Revenue Code brought about by the Small Business Job Protection Act of 1996 (the "Act"). The Act requires that eligible deferred compensation plans established and maintained by governmental employers be amended to provide that all assets of the plan be held in trust, or under one or more appropriate annuity contracts or custodial accounts, for the exclusive benefit of plan participants and their beneficiaries. As a result of this change, these plan assets are no longer property of the Town and will no longer be subject to the claims of the Town's general creditors.

Because the Town has little administrative involvement and does not perform the investing function for funds in the Plan, the Town's activities do not meet the criteria for inclusion in the fiduciary funds of a government.

NOTE 10 – PENSION PLANS

Defined Contribution Plan:

The General Employees Retirement Plan is a defined contribution pension plan established by the Town to provide benefits at retirement for all current employees. Defined contribution plans have terms that specify how contributions to an individual's account are to be determined rather than the amount of pension benefits the individual is to receive. In a defined contribution plan, the pension benefits a participant will receive depend only on the amount contributed to the participant's account, earnings on investments of these contributions, and forfeitures of other participants' benefits that will be allocated to the participant's account. Plan assets are not considered the Town's assets; therefore, they are not included in the Town's basic financial statements. The Plan does not issue a stand alone financial report.

The Town is required to contribute 5% of the plan members' annual compensation and matches 50% of the employees' voluntary contributions under the deferred compensation plan, up to a maximum of 2.5% of participants' annual compensation. Total contributions for the year ended September 30, 2012, were $90,800 by the Town and $86,609 by the employees.

NOTE 10 – PENSION PLANS (Continued)

Defined Contribution Plan (Continued)

Plan provisions and contribution requirements are established and may be amended by the Town Commission, which may also terminate the Plan at any time, at its sole discretion.

Vesting of the City's contributions in the 401(a) plan commences after two years of service, with 20% vesting in year two and 20% each year thereafter until fully vested after six years. If an employee terminates before becoming fully vested, forfeited amounts will be reallocated to accounts of remaining participants as an additional employer contribution. Year of service begins upon an eligible employee successfully completing one year of service and having reached age 18 of service. A year of service is a computation period during which an employee is credited with at least 1,000 hours of service. Plan provisions and contribution requirements are established and may be amended by the City Council. The Town's Finance Director is the plan administrator.

Defined Benefit Plan

The Town administers one single employer defined benefit pension plan that covers no current Town employees. The Retired Police Officers' Pension Fund (RPOPF) covers certain police retirees. The plan was established by the Town and administered by a separate board of trustees. The RPOPF plan is included as blended component unit in the financial statements of the Town of Lake Park as a pension trust fund. The plan does not issue stand alone financial reports.

Basis of Accounting: All pension fund financial statements are prepared using the accrual basis of accounting. Employer contributions are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of each plan.

Method Used to Value Investments: Plan investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates.

Administrative Expenses: Liability for future non-investment related expenses is the present value of the future anticipated expenses over the remaining UAAL amortization period based on expenses paid in the year preceding the valuation date.

Post-retirement Benefits: The Town offers continuation of health, dental, vision, and life insurance benefits to employees upon retirement. The cost of such benefits is paid by the retirees and the Town has no further liability for post-retirement benefits.

NOTE 10 – PENSION PLANS (Continued)

Defined Benefit Plans (Continued)

The Retired Police Officers' Pension Fund

Effective October 1, 2001, the Palm Beach County Sheriff's Office (PBSO) was contracted to provide police services for the Town in connection with the transfer of Town police services to the PBSO, the active plan members of the plan were terminated and eligible for a lump sum payout. Effective November 20, 2002, the Town terminated the Municipal Police Officers' Retirement Trust Fund and distributed lump sum payouts to the vested participants. On October 15, 2003, the Town established the Retired Police Officers' Pension Fund for the retirees covered by the original plan and transferred substantially all remaining assets of the original plan to the new plan in April 2004. Accordingly, at September 30, 2012 only five years of plan information was available for the Retired Police Officers' Pension Fund.

The plan is a substituted trust established on October 1, 2003 by Town Ordinance No. 13-2003 to provide the retired members of the previous defined benefit pension plan with the monthly retirement benefits that were accrued under the prior plan. Accordingly, the Retired Police Officers' Pension Fund covers only retirees and has no active plan members or employees of the Town that are eligible to participate and the provisions of the Retired Police Officers' Pension Fund as established by Town ordinance, do not address any provisions related to vesting, eligibility for retirement, future retirement benefits, other benefits, or employee contributions. Administrative expenses are financed as part of the unfunded actuarial accrued liability. The Town is required to contribute actuarially determined amounts sufficient to fund the plan. At October 1, 2011, the date of the latest actuarial valuation, the RPOPF included three service retirees and four disability retirees.

Schedule of Employer Contributions

Year Ended September 30	Annual Required Contribution	Percentage Contributed
2010	$ 47,889	100%
2011	47,600	100%
2012	71,883	100%

NOTE 10 – PENSION PLANS (Continued)

Defined Benefit Plans (Continued)

The Retired Police Officers' Pension Fund (Continued)

Annual Pension Costs and Related Information: The significant actuarial assumptions used in the most recent actuarial valuation of the Retired Police Officers' Pension Fund are summarized as follows:

Valuation date	October 1, 2011
Actuarial cost method	Entry Age Normal Actuarial Cost Method
Amortization method	Level dollar amount - closed
Remaining amortization period	15 years
Asset valuation method	Market
Actuarial assumptions:	
Investment rate of return (Net of administrative expenses)	8.0%
Inflation rate	N/A
Projected salary increase	N/A
Post retirement COLA	N/A

Three Year Trend Information

	Actuarially Determined Contribution	Percentage of APC Contributed	Net Pension Obligation
2010	$ 47,889	100	
2011	47,600	100	
2012	71,883	100	

Schedule of Funding Progress:

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL	Funded Ratio	Covered Payroll	Unfunded AAL as % of Covered Payroll
10/01/11	$1,266,384	$1,828,986	$562,602	69.24%	N/A	N/A

NOTE 10 – PENSION PLANS (Continued)

The RPOPF utilizes the entry age normal actuarial cost method to determine contributions to the Plan. The required schedule of funding progress immediately following the notes to the financial statements presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

NOTE 11 – OTHER POST EMPLOYMENT BENEFITS

The Town implemented Governmental Accounting Standards Board Statement 45 (GASB 45), *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions,* effective October 1, 2009. The Town elected to implement prospectively, and the change in accounting principle had no effect on changes in net assets/fund equity for prior periods. Retirees of the Town pay an amount equal to the actual premium for health insurance charged by the carrier, but there is an implied subsidy in the healthcare insurance premium for retirees because the premium charged for these retirees is the same as the premium charged for active employees, who are younger than retirees on average. This implied subsidy constitutes other postemployment benefits (OPEB) under GASB 45.

Plan Description

The Town provides a single employer defined benefit health care plan to all of its employees. The plan allows its employees and their beneficiaries, to continue to obtain health, dental, vision and life insurance benefits upon retirement. The normal retirement age of Town employees is age 65. The benefits of the plan are in accordance with Florida Statutes, which are the legal authority for the plan. The plan has no assets and does not issue a separate financial report.

Funding Policy

The Town does not directly make a contribution to the plan on behalf of retirees. Retirees and their beneficiaries pay the same group rates as are charged to the Town for active employees by its healthcare provider. However, the Town's actuaries, in their actuarial valuation, calculate an offset to the cost of these benefits as an Employer Contribution, based upon an implicit rate subsidy. This offset equals the total age-adjusted costs paid by the Town or its active employees for coverage of the retirees and their dependents for the year net of the retiree's own payments for the year.

Annual OPEB Cost and Net OPEB Obligation

The annual other post employment benefit (OPEB) cost is calculated based on the annual required contribution of the employer, an amount actuarially determined in accordance with GASB Statement No. 45. The annual required contribution represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed 30 years.

NOTE 11 – OTHER POST EMPLOYMENT BENEFITS (Continued)

The annual OPEB cost and the net OPEB obligation for the Town for the current year and the related information is as follows:

Required contribution rates:	
Employer	Pay-as-you-go
Plan members	N/A
Normal cost	$ 13,821
Interest on normal cost	622
Amortization	6,123
Interest on amortization	276
Interest on net unfunded OPEB obligation	1,140
Annual OPEB cost	21,982
Contributions made	(8,395)
Increase in net OPEB obligation	13,587
Net OPEB obligation October 1, 2011	25,336
Net OPEB obligation September 30, 2012	$ 38,923

Trend Information

Three-Year Trend Information

Fiscal Year End	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
09/30/10	$20,729	40.5%	$ 12,334
09/30/11	$21,397	39.2%	$ 25,336
09/30/12	$21,982	38.2%	$ 38,923

Funded Status

The funded status of the plan as of most recent actuarial valuation date was as follows:

Actuarial valuation date	10/01/2009
Actuarial accrued liability	$ 104,222
Actuarial value of plan assets	$
Unfunded actuarial accrued liability (UAAL)	$ 104,222
Funded ratio	0.0%
Covered payroll	$2,448,717
UAAL as a percentage of covered payroll	4.3%

NOTE 11 – OTHER POST EMPLOYMENT BENEFITS (Continued)

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are comparable with past expectations and new estimates are made about the future. The schedule of funding progress presented as required supplementary information following the notes to the financial statements, will present multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Because the fiscal year ended September 30, 2010 was the year of implementation of GASB 45 and actuarial valuations are only required every three years, only one year is presented in the schedule at this time. In future years, required trend data will be presented. The Town has not contributed assets to the plan at this time.

Actuarial Methods and Assumptions

Projections of benefits are based on the substantive plan (the plan as understood by the employer and plan members) and includes the types of benefits in force at the valuation date and the pattern of sharing benefit costs between the Town and the plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets. Significant methods and assumptions were as follows:

Actuarial valuation date	10/01/2009
Actuarial cost method	Entry Age Normal
Amortization method	Level percent of payroll, closed
Remaining amortization period	30 years
Asset valuation method	Unfunded
Actual assumptions:	
Investment rate of return	4.5%
Healthcare cost trend	8% for 2012 decreasing to 5% in 2012

NOTE 12 – JOINTLY GOVERNED ORGANIZATION

The Town, through an interlocal agreement with certain other municipalities and Palm Beach County, created the Seacoast Utility Authority ("Seacoast") which provides water and sewer service to the citizens of each of the participating municipalities and a portion of Palm Beach County. Seacoast's governing board is comprised of one member from each participating entity. Seacoast is an Independent Authority organized under the laws of the State of Florida, and the Town has no participating equity ownership in Seacoast. The Town paid $69,354 to Seacoast during the fiscal year for water and sewer service.

NOTE 13 – RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance through the Florida League of Cities, Inc., a statewide commercial insurance program. The policy for comprehensive property, casualty and liability insurance provides coverage with a deductible of $5,000 for property and casualty and $25,000 for liability claims per occurrence, with a combined annual cap of $2 million. The Town does not retain any risk of loss under this policy.

Florida Statues limit the Town's maximum loss for most liability claims to $200,000 per person and $300,000 per occurrence under the Doctrine of Sovereign Immunity. However, under certain circumstances, a plaintiff can seek to recover damages in excess of statutory limits by introducing a claims bill to the Florida Legislature. The limits addressed in Florida Statutes do not apply to claims filed in Federal courts. There have been no significant reductions in insurance coverage in the prior year. No settlements exceeded insurance coverage for the past three years.

The Town has established a risk management program for workers' compensation where premiums are paid from each department to the Florida League of Cities who fully insures all claims to a statutory level. The Town does not retain any risk of loss under this policy. There were no significant reductions in insurance coverage from the prior year. The amount of insurance settlements has not exceeded the Town's insurance coverage in any of the prior three fiscal years.

The Town currently reports all of its risk management activities in the Insurance Fund. Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by those agencies, principally Palm Beach County, the U.S. Department of Housing and Urban Development and the State of Florida. Any disallowed claims, including amounts already received, might constitute a liability of the Town for the return of those funds.

Litigation

The Town is a defendant in various lawsuits arising in the ordinary course of normal operations. Although the ultimate outcome of some of these lawsuits cannot be determined at the present time, it is the opinion of legal counsel that the likelihood of unfavorable outcome and the amounts of potential losses cannot be reasonably determined for all claims at this time.

NOTE 14 - RELATED PARTY TRANSACTIONS – ENTERPRISE FUNDS

The General Fund provides the other funds with various management services. Administrative costs totaling $75,000 for the Marina fund, $134,460 for the Sanitation fund, $48,034 for the CRA fund, and $50,000 for the Stormwater Utility fund were charged for 2012.

NOTE 15 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

In governmental accounting, interfund loans are reported as interfund receivables in lender funds and interfund payables in borrower funds. There is no net effect in the governmental-wide financial statements. The current portion of the interfund loan is reported in the governmental funds as Due to and Due from other funds and the non-current portion is reported as Advance to and Advance from other funds. The composition of interfund balances at September 30, 2012, is as follows:

Receivable Fund	Payable Fund	Due to/from	Advance	Total
General Fund	CRA	$ 300,083	$ 504,310	$ 804,393
General Fund	Nonmajor Governmental	37,500		37,500
CRA	General Fund	300,083		300,083
Sanitation Fund	Marina funds	400,000		400,000
General Fund	Marina Fund		2,480,000	2,480,000

At September 30, 2012, the General Fund owed the CRA Fund $300,083 for interest on unpaid incremental tax revenue from fiscal years 2000 to 2006. (See Note 2.) . The due to the General Fund from the CRA fund was for the purpose of land acquisitions and improvements in the CRA.

The receivables from the Marina Fund to the General and Sanitation Funds were for cash flow purposes.

The receivables from the Nonmajor Governmental Fund to the General Fund were for cash flow purposes.

NOTE 15 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS (Continued)

Interfund transfers during the year ended September 30, 2012, are as follows:

Fund	Transfers in	Transfers out
General Fund	$ 268,962	
CRA		$ 268,962
General Fund	100,000	
Nonmajor Governmental		100,000
General Fund	51,300	
Nonmajor Enterprise		51,300
General Fund	4,900	
Marina Fund		4,900
General Fund	250,000	
Sanitation Fund		250,000
CRA	264,049	
General Fund		264,049
Nonmajor Governmental	23,761	
General Fund		23,761
Nonmajor Governmental	18,150	
Nonmajor Enterprise		18,150

The transfer of $268,962 from the CRA Fund to the General Fund included $212,796 for principal and interest payments that the CRA fund agreed to reimburse the General Fund if the CRA Fund has sufficient available resources.

The transfer of $264,049 from the General Fund to the CRA Fund included the following:
a. Transfer of $259,848 for the 2011 incremental tax obligation.
b. Transfer of $4,201 for interest for late payment of the incremental tax obligation.

The transfers were also used to reimburse the General Fund for shared administrative costs and make payment in lieu of taxes.

NOTE 16 – INTER-LOCAL AGREEMENTS

Fire Protection and Emergency Medical Services

On June 5, 2002, the Town and Palm Beach County entered into an agreement for fire protection and emergency medical services beginning July 29, 2002. The agreement expired on October 1, 2009, and was renewed for an additional seven year term. The contract price for the services under the agreement each year is calculated by multiplying the Town's current taxable property value times the millage rate for the Fire Rescue MSTU as adopted by the Board of County Commissioners. For the period from October 1, 2012 thru September 30, 2013 the Town will pay $1,490,976 in equal monthly installments.

NOTE 16 – INTER-LOCAL AGREEMENTS (Continued)

Palm Beach County Sheriff's Office Inter-local Agreement

On April 11, 2006, the Town and the Palm Beach County Sheriff's Office entered into an agreement for law enforcement services beginning October 1, 2005. The eighth addendum to the contract extended the term of service from October 1, 2012 thru September 30, 2013 and the Town will pay $2,571,200 in equal monthly installments.

NOTE 17 – SUBSEQUENT EVENT

The Town of Lake Park officially dismissed the marina construction deficiency lawsuit versus the various engineering and construction firms on January 4, 2013, after receipt of the negotiated settlement amount of $880,000.

NOTE 18 – NEW ACCOUNTING STANDARDS

Below is a brief description and effective date of new accounting standards that could have a significant impact on the Town.

In November 2010, the Governmental Accounting Standards Board (GASB) issued Statement No. 61, *The Financial Reporting Entity: Omnibus an amendment of GASB Statements No. 14 and No. 34*. GASB 61 provides additional criteria for classifying entities as component units to better assess the accountability of elected officials by ensuring that the financial reporting entity includes organizations for which the elected officials are financially accountable or that are determined by the government to be misleading to exclude. This statement is effective for the fiscal year ending September 30, 2013. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

In December 2010, the Governmental Accounting Standards Board (GASB) issued Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements.* GASB 62 directly incorporates the applicable guidance from FASB and AICPA pronouncements into the state and local government accounting and financial reporting standards, with provisions modified, as appropriate, to recognize the effects of the governmental environment and the needs of governmental financial statement users without affecting the substance of the applicable guidance. This statement is effective for the fiscal year ending September 30, 2013. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

NOTE 18 – NEW ACCOUNTING STANDARDS (Continued)

In June 2011, the Governmental Accounting Standards Board (GASB) issued Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. GASB 63 will improve financial reporting by standardizing the presentation of deferred outflows of resources and deferred inflows of resources and their effects on a government's net position. It alleviates uncertainty about reporting those financial statement elements by providing guidance where none previously existed. This statement is effective for the fiscal year ending September 30, 2013. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

In March 2012, the GASB issued Statement No. 65, *Items Previously Reported as Assets and Liabilities*. GASB 65 establishes accounting and financial reporting standards that reclassify as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities. This statement is effective for the fiscal year ending September 30, 2014. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

In March 2012, the GASB issued Statement No. 66, *Technical Corrections – 2012 – an amendment of GASB Statements No. 10 and No. 62*. GASB 66 improves accounting and financial reporting for a governmental reporting entity by resolving conflicting guidance that resulted from the issuance of two pronouncements, Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* and Statement No. 62, Codification of *Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. This statement is effective for the fiscal year ending September 30, 2014. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

In June 2012, the GASB issued Statement No. 67, *Financial Reporting for Pension Plans – an amendment of GASB Statement 25*. GASB 67 improves financial reporting by state and local governmental pension plans primarily through enhanced note disclosures and schedules of required supplementary information. This statement is effective for the fiscal year ending September 30, 2014. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

In June 2012, the GASB issued Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement 27*. GASB 68 improves financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency. This statement is effective for the fiscal year ending September 30, 2015. Management is currently evaluating the impact of the adoption of this statement on the Town's financial statements.

REQUIRED SUPPLEMENTARY INFORMATION OTHER THAN MD&A

FIDUCIARY FUNDS

Pension Trust Funds

Retired Police Officers' Pension Trust Fund

TOWN OF LAKE PARK, FLORIDA
Required Supplementary Information
September 30, 2012

Retired Police Officers' Pension Fund

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL)- Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
10/1/2004	$ 1,924,445	$ 2,156,800	$ 232,355	89.23%	N/A	N/A
10/1/2005	1,971,286	2,030,035	58,749	97.11%	N/A	N/A
10/1/2006	1,919,359	2,061,642	142,283	93.10%	N/A	N/A
10/1/2009	1,382,517	1,771,112	388,595	78.06%	N/A	N/A
10/1/2010	1,375,827	1,742,929	367,102	78.94%	N/A	N/A
10/1/2011	1,266,384	1,828,986	562,602	69.24%	N/A	N/A

Schedule of Employer Contributions

Fiscal Year Ended September 30	Annual Required Contribution	Actual Contribution	Percentage Contributed
2007	$ 17,768	$ 17,768	100.0%
2008	19,189	19,189	100.0%
2009	20,725	20,725	100.0%
2010	47,889	47,889	100.0%
2011	47,600	47,600	100.0%
2012	71,883	71,883	100.0%

Note 1: The Retired Police Officers' Pension Fund was established on October 1, 2003. The most recent actuarial valuation of the plan was at October 1, 2011 The fund is a substituted trust established to provide retired members of the predecessor Town of Lake Park Police Pension Plan with the monthly retirement benefits that were accrued under the former retirement plan. Accordingly, the plan includes only services retirees and has no active members, and receives no state money.

TOWN OF LAKE PARK, FLORIDA
Required Supplementary Information
Notes to the Trend Data
September 30, 2012

	Retired Police Officers' Pension Fund
Contribution rates as of 9/30/12:	
Town	N/A
Plan Members	N/A
Actuarially Determined Contribution	71,883
Contributions Made	71,883
Valuation date	10/1/2011
Actuarial Cost Method	Entry Age Normal Actuarial Cost Method
Amortized Method	Level dollar amount, closed
Remaining Amortization Period	15 Years
Asset Valuation Method	Market
Actuarial Assumption:	
Investment rate of return (net of administrative expenses)	8%
Projected salary increase	N/A
Post Retirement cost of living adjustments	N/A

OTHER POST-EMPLOYMENT BENEFITS

TOWN OF LAKE PARK, FLORIDA
Required Supplementary Information
September 30, 2012

Schedule of Funding Progress

Other Post Employment Benefits (OPEB)

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL)- Entry Age(1) (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
10/01/09	$	$ 104,222	$ 104,222	0.0%	$ 2,448,717	4.3%

The schedule of funding progress presented above will present multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. Because the fiscal year ended September 30, 2010 was the year of implementation of GASB 45 and the Town elected to apply the statement prospectively, only one year is presented in the schedule at this time. In future years, required trend data will be presented. The Town has not contributed assets to the plan at this time.

GENERAL FUND

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule - General Fund
For the Year Ended September 30, 2012

	Budgeted Amounts Original	Budgeted Amounts Final	Actual Amounts	Variance with Final Budget Positive (Negative)
Revenues				
Taxes				
General property taxes	$ 3,633,425	$ 3,633,425	$ 3,653,373	$ 19,948
Franchise taxes				
Electricity	510,000	510,000	521,720	11,720
Gas	15,500	15,500	3,031	(12,469)
Solid Waste	14,000	14,000	21,144	7,144
Utility taxes				
Electricity	615,000	615,000	621,259	6,259
Water	140,000	140,000	141,636	1,636
Gas	42,500	42,500	41,572	(928)
Total taxes	4,970,425	4,970,425	5,003,735	33,310
Licenses and permits				
Building permits	70,250	70,250	115,238	44,988
Alarm permits	14,500	14,500	16,500	2,000
Signage permits	12,000	12,000	6,875	(5,125)
Business tax receipts	330,500	330,500	309,659	(20,841)
Business tax confirmation	10,000	10,000	10,250	250
Reinspection fees	10,000	10,000	6,025	(3,975)
Cost recovery	7,500	7,500	1,130	(6,370)
Special event fees	1,000	1,000	2,625	1,625
Contractors fees	2,000	2,000	2,542	542
Total licenses and permits	457,750	457,750	470,844	13,094
Intergovernmental revenues				
State shared revenues				
Local government sales tax	530,000	530,000	533,602	3,602
Local communication services taxes	415,000	415,000	375,003	(39,997)
State revenue sharing	228,000	228,000	230,228	2,228
Alcoholic beverage licenses	10,000	10,000	10,509	509
Motor fuel tax refund	8,000	8,000	5,123	(2,877)
County shared revenues				
County business tax	25,000	25,000	22,296	(2,704)
Grant revenues				
State aid to libraries	7,675	7,675	6,674	(1,001)
Total intergovernmental revenues	$ 1,223,675	$ 1,223,675	$ 1,183,435	$ (40,240)

(Continued)

See notes to the budgetary comparison schedules.

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule - General Fund
For the Year Ended September 30, 2012

	Budgeted Amounts Original	Budgeted Amounts Final	Actual Amounts	Variance with Final Budget Positive (Negative)
(Continued)				
Revenues (Continued)				
Charges for services				
Administrative fees				
Sanitation	$ 134,460	$ 134,460	$ 134,460	$
CRA	72,050	72,050	48,034	(24,016)
Stormwater utility	50,000	50,000	50,000	
Marina	75,000	75,000	75,000	
Parking fees	43,000	43,000	35,608	(7,392)
Plan review fees	4,000	4,000	8,558	4,558
Bank registration fees			7,200	7,200
Parks and recreation	50,220	50,220	51,906	1,686
Other charges for services	7,590	7,590	16,487	8,897
Total charges for services	436,320	436,320	427,253	(9,067)
Fines and forfeitures				
Court fines	25,000	25,000	35,428	10,428
Code violations	51,500	51,500	88,000	36,500
Code violations - administrative cost	16,000	16,000	26,979	10,979
Parking violations	20,000	20,000	8,900	(11,100)
Alarm violations	5,000	5,000	17,550	12,550
Business tax penalties	8,000	8,000	5,838	(2,162)
Library fines	1,200	1,200	650	(550)
Total fines and forfeitures	126,700	126,700	183,345	56,645
Miscellaneous revenue				
Interest earnings	3,500	3,500	3,667	167
Interest earnings - tax collector	25,000	25,000	16,328	(8,672)
Unrealized gain on investments			8,806	8,806
Rent	50,255	50,255	50,300	45
Sale of scrap material			631	631
Fuel reimbursement from Sheriff	110,000	110,000	103,691	(6,309)
Reimbursement from Stormwater utility	78,000	78,000	78,000	
Transfer from Streets and Roads	100,000	100,000	100,000	
Transfer from CRA	345,095	345,095	268,962	(76,133)
Transfer from Marina	10,000	10,000	10,000	
Transfer from Stormwater	51,300	51,300	51,300	
Transfer from Sanitation	250,000	250,000	250,000	
Miscellaneous revenues	2,550	2,550	8,485	5,935
Total miscellaneous revenues	1,025,700	1,025,700	950,170	(75,530)
Balance brought forward	569,500	569,500		(569,500)
Total revenues	$ 8,810,070	$ 8,810,070	$ 8,218,782	$ (591,288)

(Continued)

See notes to the budgetary comparison schedules.

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule - General Fund
For the Year Ended September 30, 2012

	Budgeted Amounts Original	Budgeted Amounts Final	Actual Amounts	Variance with Final Budget Positive (Negative)
(Continued)				
Expenditures				
General government				
Legislative				
Personal services	$ 49,935	$ 49,940	$ 49,937	$ 3
Operating expenditures	29,610	32,425	27,264	5,161
Total legislative	79,545	82,365	77,201	5,164
Town manager				
Personal services	293,670	261,550	259,113	2,437
Operating expenditures	7,375	13,855	11,785	2,070
Total town manager	301,045	275,405	270,898	4,507
Personnel				
Personal services	92,010	95,680	94,607	1,073
Operating expenditures	37,095	33,425	30,370	3,055
Total personnel	129,105	129,105	124,977	4,128
Town clerk				
Personal services	123,605	119,240	113,550	5,690
Operating expenditures	27,545	31,910	27,818	4,092
Total town clerk	151,150	151,150	141,368	9,782
Finance				
Personal services	351,955	343,040	306,165	36,875
Operating expenditures	78,820	87,735	86,746	989
Total finance	430,775	430,775	392,911	37,864
Legal				
Operating expenditures	130,000	122,950	101,894	21,056
Total legal	130,000	122,950	101,894	21,056
Information technology				
Personal services	93,350	93,350	93,056	294
Operating expenditures	44,055	47,655	40,978	6,677
Capital outlay		11,105	11,023	82
Total information technology	137,405	152,110	145,057	7,053
Non-departmental				
Debt service	380,020	380,020	380,004	16
Total non-departmental	380,020	380,020	380,004	16
Total general government	$ 1,739,045	$ 1,723,880	$ 1,634,310	$ 89,570

(Continued)

See notes to the budgetary comparison schedules.

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule - General Fund
For the Year Ended September 30, 2012

	Budgeted Amounts Original	Budgeted Amounts Final	Actual Amounts	Variance with Final Budget Positive (Negative)
Expenditures (Continued)				
Public Safety				
Law enforcement				
Operating expenditures	$ 2,700,950	$ 2,700,950	$ 2,688,374	$ 12,576
Disaster				
Operating expenditures	10,000	10,000	149	9,851
Total disaster	10,000	10,000	149	9,851
Fire department				
Operating expenditures	1,545,935	1,545,935	1,545,931	4
Community development				
Personal services	346,965	346,965	341,556	5,409
Operating expenditures	161,925	163,825	149,074	14,751
Total community development	508,890	510,790	490,630	20,160
Total public safety	4,765,775	4,767,675	4,725,084	42,591
Physical environment				
Public works- administration				
Personal services	151,620	150,935	150,886	49
Operating expenditures	15,850	16,535	16,309	226
Total Public works- administration	167,470	167,470	167,195	275
Public works- ground maintenance				
Personal services	238,305	237,640	236,906	734
Operating expenditures	68,350	69,015	63,440	5,575
Total public works- ground maintenance	306,655	306,655	300,346	6,309
Vehicle maintenance				
Personal services	65,165	64,680	64,380	300
Operating expenditures	35,265	35,749	25,280	10,469
Total vehicle maintenance	100,430	100,429	89,660	10,769
Total physical environment	574,555	574,554	557,201	17,353
Transportation				
Facility maintenance				
Personal services	121,175	120,225	119,856	369
Operating expenditures	176,900	169,956	169,778	178
Capital outlay		68,395	68,385	10
Total facility maintenance	$ 298,075	$ 358,576	$ 358,019	$ 557

(Continued)

See notes to the budgetary comparison schedules.

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule - General Fund
For the Year Ended September 30, 2012

	Budgeted Amounts Original	Budgeted Amounts Final	Actual Amounts	Variance with Final Budget Positive (Negative)
(Continued)				
Expenditures (Continued)				
Transportation (Continued)				
Parking facilities				
Personal services	$ 600	$ 685	$ 680	$ 5
Operating expenditures	24,610	24,525	21,632	2,893
Debt service	32,280	32,280	32,276	4
Total parking facilities	57,490	57,490	54,588	2,902
Total transportation	355,565	416,066	412,607	3,459
Culture and recreation				
Library				
Personal services	188,505	191,545	190,066	1,479
Operating expenditures	56,085	59,555	58,735	820
Total library	244,590	251,100	248,801	2,299
Recreation				
Personal services	88,265	74,645	74,138	507
Operating expenditures	64,600	70,550	69,794	756
Capital outlay		15,445	15,091	354
Debt service	8,740	8,740	8,735	5
Total recreation	161,605	169,380	167,758	1,622
Total culture and recreation	406,195	420,480	416,559	3,921
Total expenditures	7,841,135	7,902,655	7,745,761	156,894
Transfers out and other expenditures				
Transfer out CRA	259,825	264,050	264,049	1
Transfer out CRA delinquent payments	500,000	500,000		500,000
Transfer out Special Projects		5,611	5,611	
Transfer out Marina		5,100	5,100	
Transfer out Streets and roads	18,150	18,150	18,150	
Contribution-retired police pension	84,250	84,250	106,731	(22,481)
Other	1,100	1,075	646	429
Contingency, reserves and unappropriated	105,610	29,179		29,179
Total transfers out and other expenditures	968,935	907,415	400,287	507,128
Total expenditures and transfers	8,810,070	8,810,070	8,146,048	664,022
Net change in fund balances	$	$	$ 72,734	$ 72,734

See notes to the budgetary comparison schedules.

CRA FUND

TOWN OF LAKE PARK, FLORIDA
Required Supplementary Information
Budgetary Comparison Schedule -
Community Redevelopment Fund
For the Year Ended September 30, 2012

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)
Revenues				
Intergovernmental	$ 146,025	$ 146,025	$ 144,549	$ (1,476)
Charges for services			3,804	3,804
Miscellaneous revenue	2,900	2,900	13,954	11,054
Transfer from General Fund	759,850	759,850	264,049	(495,801)
Balance brought forward	91,110	91,110		(91,110)
Total revenues	999,885	999,885	426,356	(573,529)
Expenditures				
General government	614,230	606,310	552,319	53,991
Culture and recreation	555	5,015	5,001	14
Economic environment	40,000	43,460	3,458	40,002
Transfers	345,100	345,100	268,962	76,138
Total expenditures	999,885	999,885	829,740	170,145
Net change in fund balances	$	$	$ (403,384)	$ (403,384)

See notes to the budgetary comparison schedules.

TOWN OF LAKE PARK
REQUIRED SUPPLEMENTARY INFORMATION
NOTES TO BUDGETARY COMPARISON SCHEDULES
SEPTEMBER 30, 2012

NOTE A - BUDGETARY ACCOUNTING

An appropriated budget has been legally adopted for the General Fund and Community Redevelopment Fund on the same modified-accrual basis used to reflect revenue and expenditures, except that for budgetary purposes, revenue includes proceeds from debt issuances, transfers from other funds, and proceeds from the sale of capital assets, and expenditures include encumbrances and transfers to other funds within each governmental function. For the General Fund and Community Redevelopment Fund, approved budget amendments did not affect the total appropriations for the funds.

The Town follows these procedures in establishing the annual budget:

1. Prior to September 1, the Town Manager submits to the Town Commission a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.

2. Public hearings are conducted at the Town Hall to obtain taxpayer comments.

3. The Town advises the Palm Beach County Tax Collector's office of the proposed millage rate, the rolled back millage rate and the day, time and place of the public hearing for budget acceptance.

4. A public hearing is held to obtain taxpayer input and to adopt the final budget and millage rate.

5. A final operating budget and related millage rates are legally enacted through the passage of a resolution.

6. Changes or amendments to the total budgeted expenditures of the Town or a department must be approved by the Town Commission; however, changes within a department which do not affect the total departmental expenditures may be approved by the Town Manager. Accordingly, the legal level of control is at the department level.

7. All unencumbered balances lapse at the end of each fiscal year.

NOTE A - BUDGETARY ACCOUNTING (Continued)

The reported budgetary data represents the final appropriated budget after amendments adopted by the Town Commission. An appropriated budget is legally required and has been legally adopted for the General Fund, Community Redevelopment Special Revenue Fund, Debt Service Fund, Streets and Roads Special Revenue Fund, and the Insurance Internal Service Fund on the same modified-accrual basis used to reflect actual revenues and expenditures, except that for budgetary purposes, current year encumbrances are treated as expenditures and transfers in and transfers out are treated as revenues and expenditures, respectively. The operations of the Town's other funds are non-budgeted financial activities, which are not legally required to adopt budgets. Budgetary comparison schedules for the Debt Service Fund and Streets and Roads Special Revenue Fund, non-major funds, and the Insurance Internal Service Fund, a proprietary fund, are not required to be presented and may be found in Other Supplementary Information.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriations, is employed as an extension of formal budgetary control in the General Fund. Encumbrances outstanding at year end, if any, are reported as reservations of fund balance for subsequent year expenditures. For budgetary purposes, current year encumbrances are treated as expenditures and any unencumbered balances lapse at year end.

NOTE B - BUDGET AND ACTUAL COMPARISONS

The budgetary comparison schedule - General Fund and Community Redevelopment Fund are prepared under the basis of accounting used in preparing the appropriated budget. As indicated in Note A, for budgetary purposes, proceeds from the sale of capital assets are treated as revenues, and current year encumbrances are treated as expenditures. As a result, revenues and expenditures reported in the budget and actual statement differ from the revenues and expenditures reported on the GAAP basis. These differences are reconciled as follows:

NOTE B - BUDGET AND ACTUAL COMPARISONS (Continued)

General Fund	Revenues	Expenditures
Current year encumbrances outstanding at year end	$	$ 470
Prior year encumbrances paid in the current year		(15,387)
Net encumbered amount		(14,917)
Transfers	680,262	292,910
Net differences – GAAP and budgetary basis	680,262	277,993
GAAP basis	7,538,520	7,868,055
Budgetary basis	$ 8,218,782	$ 8,146,048

Community Redevelopment Fund	Revenues	Expenditures
Current year encumbrances outstanding at year end	$	$
Prior year encumbrances paid in the current year		(4,500)
Net encumbered amount		(4,500)
Transfers	264,049	268,962
Net differences – GAAP and budgetary basis	264,049	264,462
GAAP basis	162,307	565,278
Budgetary basis	$ 426,356	$ 829,740

NOTE C – EXPENDITURES OVER APPROPRIATIONS

There were no expenditures in excess of appropriations.

OTHER SUPPLEMENTARY INFORMATION

NONMAJOR GOVERNMENTAL FUNDS

Debt Service Fund

Special Revenue Funds
Streets and Roads Fund

Capital Projects Funds
Capital Projects Fund
Special Projects Fund

TOWN OF LAKE PARK, FLORIDA
Combining Balance Sheet
Nonmajor Governmental Funds
September 30, 2012

		Special Revenue Fund	Capital Projects Funds		
	Debt Service Fund	Streets & Roads Fund	Capital Projects Bond Fund	Special Projects Fund	Total Nonmajor Governmental Funds
Assets					
Pooled cash and cash equivalents	$ 122,609	$ 57,188	$ 16,592	$ 319	$ 196,708
Investments	776				776
Due from other governments		17,749		71,500	89,249
Total assets	$ 123,385	$ 74,937	$ 16,592	$ 71,819	$ 286,733
Liabilities and fund balances					
Liabilities					
Accounts payable	$	$ 2,704	$	$ 241	$ 2,945
Accrued items		3,042			3,042
Deferred revenue				15,620	15,620
Due to other funds				37,500	37,500
Total liabilities		5,746		53,361	59,107
Fund balances					
Reserved for:					
Debt service	123,385				123,385
Transportation		73,556			73,556
Capital projects			16,592		16,592
Assigned to:					
Capital projects fund				18,458	18,458
Unassigned		(4,365)			(4,365)
Total fund balances	123,385	69,191	16,592	18,458	227,626
Total liabilities and fund balances	$ 123,385	$ 74,937	$ 16,592	$ 71,819	$ 286,733

TOWN OF LAKE PARK, FLORIDA
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds
For the Year Ended September 30, 2012

		Special Revenue Fund	Capital Projects Funds		
	Debt Service Fund	Streets & Roads Fund	Capital Projects Bond Fund	Special Projects Fund	Total Nonmajor Governmental Funds
Revenues					
Taxes	$ 781,127	$	$	$	$ 781,127
Intergovernmental		339,408		97,904	437,312
Miscellaneous	3,613			4,009	7,622
Total revenues	784,740	339,408		101,913	1,226,061
Expenditures					
Current					
General government				2,948	2,948
Transportation		205,476			205,476
Capital outlay		19,063		110,981	130,044
Debt service					
Principal	575,803				575,803
Interest charges	192,305				192,305
Total expenditures	768,108	224,539		113,929	1,106,576
Excess of revenues over (under) expenditures	16,632	114,869		(12,016)	119,485
Other financing sources (uses)					
Transfers in		36,300		5,611	41,911
Transfers out		(100,000)			(100,000)
Total other financing sources (uses)		(63,700)		5,611	(58,089)
Net changes in fund balances	16,632	51,169		(6,405)	61,396
Fund balances - beginning (deficit)	106,753	18,022	16,592	24,863	166,230
Fund balances - ending (deficit)	$ 123,385	$ 69,191	$ 16,592	$ 18,458	$ 227,626

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule -
Debt Service Fund
For the Year Ended September 30, 2012

	Budgeted Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Revenues				
Taxes	$ 772,950	$ 772,950	$ 781,127	$ 8,177
Investment earnings			3,613	3,613
Total revenues	772,950	772,950	784,740	11,790
Expenditures				
Debt service	772,950	772,950	768,108	4,842
Net change in fund balances - budgetary basis	$	$	$ 16,632	$ 16,632

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule -
Streets and Roads Fund
For the Year Ended September 30, 2012

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)
Revenues				
Intergovernmental	$ 341,910	$ 341,910	$ 339,408	$ (2,502)
Transfer from General fund	18,150	18,150	18,150	
Transfer from Stormwater	18,150	18,150	18,150	
Total revenues	378,210	378,210	375,708	(2,502)
Expenditures				
Transportation	207,270	207,270	195,828	11,442
Capital outlay	39,100	39,100	19,063	20,037
Other	31,840	31,840		31,840
Transfer to General fund	100,000	100,000	100,000	
Total expenditures	378,210	378,210	314,891	63,319
Net change in fund balances - budgetary basis	$	$	$ 60,817	$ 60,817

Reconciliation between budgetary schedule and GAAP basis:

GAAP basis expenditures	$ 324,539
less prior year encumbrances	(9,648)
Budgetary basis expenditures	$ 314,891

PROPRIETARY FUNDS

Internal Service Fund
Insurance Fund

TOWN OF LAKE PARK, FLORIDA
Budgetary Comparison Schedule -
Insurance Fund
For the Year Ended September 30, 2012

	Budgeted Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Revenues				
Contributed revenue	$ 293,500	$ 293,500	$ 294,490	$ 990
Miscellaneous revenue			3,440	3,440
Total revenues	293,500	293,500	297,930	4,430
Expenditures				
Personal services	85,975	85,975	78,809	7,166
Operating expenses	207,525	207,525	163,695	43,830
Total expenditures	293,500	293,500	242,504	50,996
Net change in fund balances - budgetary basis	$	$	$ 55,426	$ 55,426

STATISTICAL SECTION

STATISTICAL SECTION

This part of the Town of Lake Park's comprehensive annual financial report presents detailed unaudited information as a context for understanding what the information in the financial statement, note disclosures, and required supplementary information says about the Town's overall financial health.

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These schedules contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time.

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Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

TOWN OF LAKE PARK, FLORIDA
Net Assets by Component
Last Nine Fiscal Years
(Accrual Basis of Accounting) Unaudited

	Fiscal Year				
	2004	**2005**	**2006**	**2007**	**2008**
Governmental activities					
Invested in capital assets, net of related debt	$ (2,042,578)	$	$ (1,219,252)	$ 179,115	$ 1,781,760
Restricted	88,879	114,301	149,558	239,847	119,780
Unrestricted	2,268,630	1,640,854	3,711,384	3,838,721	3,060,834
Total governmental activities net assets	$ 314,931	$ 1,755,155	$ 2,641,690	$ 4,257,683	$ 4,962,374
Business-type activities					
Invested in capital assets, net of related debt	$ 1,957,744	$ 3,666,688	$ 4,240,204	$ 4,461,916	$ 4,066,900
Restricted		292,141	61,648		
Unrestricted	2,094,262	904,990	996,718	146,230	(298,208)
Total business-type activities net assets	$ 4,052,006	$ 4,863,819	$ 5,298,570	$ 4,608,146	$ 3,768,692
Primary government					
Invested in capital assets, net of related debt	$ (84,834)	$ 3,666,688	$ 3,020,952	$ 4,641,031	$ 5,848,660
Restricted	88,879	406,442	211,206	239,847	119,780
Unrestricted	4,362,892	2,545,844	4,708,102	3,984,951	2,762,626
Total primary government net assets	$ 4,366,937	$ 6,618,974	$ 7,940,260	$ 8,865,829	$ 8,731,066

	Fiscal Year			
	2009	**2010**	**2011**	**2012**
Governmental activities				
Invested in capital assets, net of related debt	$ 2,062,366	$ 2,204,432	$ 2,225,160	$ 2,400,557
Restricted	96,090	86,902	241,509	267,633
Unrestricted	3,320,736	2,531,305	1,817,156	1,720,723
Total governmental activities net assets	$ 5,479,192	$ 4,822,639	$ 4,283,825	$ 4,388,913
Business-type activities				
Invested in capital assets, net of related debt	$ 4,297,968	$ 3,809,874	$ 5,690,265	$ 5,205,987
Restricted				99,592
Unrestricted	(1,028,259)	(1,332,901)	(1,599,465)	(2,077,983)
Total business-type activities net assets	$ 3,269,709	$ 2,476,973	$ 4,090,800	$ 3,227,596
Primary government				
Invested in capital assets, net of related debt	$ 6,360,334	$ 6,014,306	$ 7,915,425	$ 7,606,544
Restricted	96,090	86,902	241,509	367,225
Unrestricted	2,292,477	1,198,404	217,691	(357,260)
Total primary government net assets	$ 8,748,901	$ 7,299,612	$ 8,374,625	$ 7,616,509

Information prior to fiscal year 2004 is not available.

TOWN OF LAKE PARK, FLORIDA
Changes in Net Assets
Last Nine Fiscal Years
(Accrual Basis of Accounting) Unaudited

	Fiscal Year				
	2004	2005	2006	2007	2008
Expenses					
Governmental activities:					
General government	$ 1,315,158	$ 1,462,056	$ 1,704,011	$ 2,237,149	$ 2,538,501
Public safety	3,106,822	3,870,758	4,377,568	5,008,257	5,211,776
Physical environment	440,968	462,674	953,466	652,725	361,170
Transportation	531,581	559,433	820,777	573,501	683,463
Culture and recreation	887,990	1,052,857	1,242,254	1,450,650	1,161,870
Economic environmnet					
Interest on long-term debt	367,469	351,729	334,083	314,933	320,280
Total governmental activities expenses	6,649,988	7,759,507	9,432,159	10,237,215	10,277,060
Business-type activities:					
Marina	118,893	216,922	1,143,506	1,610,274	1,902,634
Sanitation	1,040,062	1,321,437	1,245,151	1,283,851	1,355,926
Stormwater					
Total business-type activities expenses	1,158,955	1,538,359	2,388,657	2,894,125	3,258,560
Total primary government expenses	$ 7,808,943	$ 9,297,866	$ 11,820,816	$ 13,131,340	$ 13,535,620
Program revenues					
Governmental activities:					
Charges for services:					
General government	$ 392,336	$ 415,029	$ 504,806	$ 33,232	$ 40,726
Public safety	221,502	607,252	451,805	967,365	796,094
Physical environment					
Transportation					
Culture and recreation	44,670	38,817	48,471	49,352	56,775
Operating contributions and grants:					
General government	118,178	200,470	324,969	103,021	15,879
Public safety				7,950	
Physical environment		22,662	10,000		
Transportation	463,685	748,968	810,226		
Culture and recreation	15,764			16,816	16,168
Capital contributions and grants:			16,437		
General government	76,697	327,408	226,097		
Public safety				3,435	8,637
Physical environment				40,000	
Transportation				15,709	91,533
Culture and recreation				306,858	225,100
Total governmental activities program revenues	1,332,832	2,360,606	2,392,811	1,543,738	1,250,912
Business-type activities:					
Charges for services:					
Marina	5,296	184,545	1,092,204	1,279,927	1,220,299
Sanitation	1,364,796	1,403,863	1,409,510	1,423,947	1,483,528
Stormwater					
Operating contributions and grants					
Marina	210,807	22,098			
Sanitation		354,529	259,527		
Capital contributions and grants					
Marina		240,193		825	
Stormwater					
Total business-type activities program revenues	1,580,899	2,205,228	2,761,241	2,704,699	2,703,827
Total primary government program revenues	$ 2,913,731	$ 4,565,834	$ 5,154,052	$ 4,248,437	$ 3,954,739

Information prior to fiscal year 2004 is not available.

Fiscal Year			
2009	2010	2011	2012
$ 2,656,309	$ 2,543,961	$ 2,371,297	$ 1,938,137
5,421,845	5,723,360	4,910,050	4,726,961
319,993	349,637	333,799	286,687
659,113	600,669	662,871	619,207
1,242,156	987,778	1,022,770	846,998
	32,063	49,637	3,458
420,671	430,289	388,633	354,828
10,720,087	10,667,757	9,739,057	8,776,276
1,734,561	2,005,435	1,856,283	1,632,308
1,430,694	1,412,372	1,464,491	1,396,191
208,668	313,994	353,584	384,366
3,373,923	3,731,801	3,674,358	3,412,865
$ 14,094,010	$ 14,399,558	$ 13,413,415	$ 12,189,141
$ 43,756	$ 58,700	$ 69,481	$ 70,516
775,124	768,338	743,715	795,284
	40,396	41,964	35,608
58,785	75,384	96,576	57,038
		2,100	3,259
11,639	15,926	12,608	20,165
4,295	3,379	1,311	-
22,903	16,180	16,665	17,910
160,597	43,250	77,506	117,533
1,077,099	1,021,553	1,061,926	1,117,313
1,017,094	1,166,201	1,149,451	890,305
1,401,682	1,510,419	1,496,006	1,468,553
455,587	514,865	516,126	503,251
110,276		2,400,000	-
95,755	4,246		
3,080,394	3,195,731	5,561,583	2,862,109
$ 4,157,493	$ 4,217,284	$ 6,623,509	$ 3,979,422

TOWN OF LAKE PARK, FLORIDA
Changes in Net Assets
Last Nine Fiscal Years
(Accrual Basis of Accounting) Unaudited

	Fiscal Year				
	2004	**2005**	**2006**	**2007**	**2008**
Net (expense) revenue					
Governmental activities	$ (5,317,156)	$ (5,398,901)	$ (7,039,348)	$ (8,693,477)	$ (9,026,148)
Business-type activities	421,944	666,869	372,584	(189,426)	(554,733)
Total primary government net expense	$ (4,895,212)	$ (4,732,032)	$ (6,666,764)	$ (8,882,903)	$ (9,580,881)
General revenues and other changes in net assets					
Governmental activities:					
Taxes:					
Property taxes	$ 3,711,359	$ 4,251,570	$ 5,066,005	$ 6,262,727	$ 6,156,686
Franchise fees	473,764	518,641	631,811	629,365	630,215
Utility service taxes	618,080	651,733	671,970	668,400	681,568
Local option gas taxes	661,796			260,282	246,643
Communication sales tax	500,277			539,562	505,783
Intergovernmental, unrestricted	39,468	1,266,350	720,919	1,062,715	974,834
Gain on sale of surplus property		17,140	39,629		26
Miscellaneous revenue				24,658	38,971
Investment earnings	64,028	133,691	532,902	306,398	174,117
Transfers	(140,549)		262,647	75,000	321,996
Total governmental activities	5,928,223	6,839,125	7,925,883	9,829,107	9,730,839
Business-type activities					
Investment earnings	42,417	44,694	62,167	78,419	29,038
Gain on sale of equipment		100,250		14,720	
Miscellaneous revenues				7,168	
Transfers	140,549			(75,000)	(321,996)
Total business-type activities	182,966	144,944	62,167	25,307	(292,958)
Total primary government	$ 6,111,189	$ 6,984,069	$ 7,988,050	$ 9,854,414	$ 9,437,881
Changes in net assets					
Governmental activities	$ 611,067	$ 1,440,224	$ 886,535	$ 1,135,630	$ 704,691
Business-type activities	604,910	811,813	434,751	(164,119)	(847,691)
Total primary government	$ 1,215,977	$ 2,252,037	$ 1,321,286	$ 971,511	$ (143,000)

Information prior to fiscal year 2004 is not available.

Fiscal Year			
2009	**2010**	**2011**	**2012**
$ (9,642,988)	$ (9,628,204)	$ (8,677,131)	$ (7,658,963)
(293,529)	(536,070)	1,887,225	(550,756)
$ (9,936,517)	$ (10,164,274)	$ (6,789,906)	$ (8,209,719)
$ 6,827,668	$ 5,448,106	$ 4,730,840	$ 4,434,500
603,269	569,868	572,846	545,895
690,743	771,384	796,663	804,467
236,037	236,960	230,060	229,780
539,808	464,184	414,748	375,003
893,510	1,144,701	1,072,929	1,012,470
	174		
102,096			
54,121	54,473	36,181	37,586
212,554	281,801	284,050	324,350
10,159,806	8,971,651	8,138,317	7,764,051
7,100	16,780	10,652	11,902
	8,355		
(212,554)	(281,801)	(284,050)	(324,350)
(205,454)	(256,666)	(273,398)	(312,448)
$ 9,954,352	$ 8,714,985	$ 7,864,919	$ 7,451,603
$ 516,818	$ (656,553)	$ (538,814)	$ 105,088
(498,983)	(792,736)	1,613,827	(863,204)
$ 17,835	$ (1,449,289)	$ 1,075,013	$ (758,116)

TOWN OF LAKE PARK, FLORIDA
Fund Balances of Governmental Funds
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting) Unaudited

	Fiscal Year			
	2003	**2004**	**2005**	**2006**
General fund				
Reserved	$ 8,617	$ 44,961	$ 177,971	$ 135,074
Unreserved				
Designated				
Undesignated	1,590,425	1,879,919	2,672,593	3,138,613
Total general fund	$ 1,599,042	$ 1,924,880	$ 2,850,564	$ 3,273,687
All other governmental funds				
Reserved	$	$	$	$ 149,558
Unreserved		88,879	114,301	
Designated for capital projects				
Designated for subsequent year's budget	37,698			
Undesignated, reported in:				
Debt service fund				
Special revenue funds	(755)			
Capital projects fund	(45,208)	(94,042)	135,371	244,852
Total all other governmental funds	$ (8,265)	$ (5,163)	$ 249,672	$ 394,410

	Fiscal Year			
	2007	**2008**	**2009**	**2010**
General fund				
Reserved	$ 946,499	$ 1,379,773	$ 2,209,117	$ 2,526,148
Unreserved				
Designated	151,963	121,572	28,814	32,424
Undesignated	1,010,346	686,285	1,176,019	510,773
Total general fund	$ 2,108,808	$ 2,187,630	$ 3,413,950	$ 3,069,345
All other governmental funds				
Reserved	$ 1,590,692	$ 2,754,260	$ 638,293	$ 241,608
Unreserved				
Designated for capital projects				
Designated for subsequent year's budget				
Undesignated, reported in:				
Debt service fund				
Special revenue funds	849,579	883,122	1,156,193	842,342
Capital projects fund	164,837	3,930	49,634	42,786
Total all other governmental funds	$ 2,605,108	$ 3,641,312	$ 1,844,120	$ 1,126,736

	Fiscal Year	
	2011	**2012**
General fund		
Nonspendable	$ 2,582,849	$ 3,045,989
Restricted	118,164	54,100
Assigned		
Subsequent year's expenditures	84,887	-
Unassigned	277,015	20,643
Total general fund	$ 3,062,915	$ 3,120,732
All other governmental funds		
Nonspendable	$ 4,022	$ -
Restricted	123,345	213,533
Assigned		
Subsequent year's expenditures	181,592	-
Special revenue funds	8,374	-
Capital projects funds	24,863	18,458
Unassigned	-	(236,283)
Total all other governmental funds	$ 342,196	$ (4,292)

Note: The Town implemented GASB 54, *Fund Balance Reporting and Government Fund Definitions,* in 2011.

TOWN OF LAKE PARK, FLORIDA
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting) Unaudited

	2003	2004	2005	2006
Revenues				
Taxes	$ 4,536,447	$ 4,803,203	$ 5,556,457	$ 6,369,786
Licenses and permits	479,752	412,858	786,175	567,044
Intergovernmental	2,180,062	1,823,113	2,415,388	2,356,210
Charges for services	163,004	176,671	161,681	239,705
Fines and forfeitures	68,319	68,979	100,642	185,234
Miscellaneous	635,643	116,780	162,248	600,715
Total revenues	8,063,227	7,401,604	9,182,591	10,318,694
Expenditures				
General government	1,343,427	1,291,440	1,451,403	1,594,394
Public safety	2,915,117	3,069,983	3,814,984	4,302,722
Physical environment	342,981	355,001	357,690	835,987
Transportation	499,871	512,437	550,861	809,325
Culture and recreation	646,691	699,347	806,050	940,868
Economic environment				
Capital outlay	1,799,244	282,527	116,093	1,008,895
Debt service				
Principal	397,570	417,354	448,808	472,830
Interest	390,570	372,129	356,611	339,199
Other debt service charges				
Total expenditures	8,335,471	7,000,218	7,902,500	10,304,220
Excess of revenues over (under) expenditures	(272,244)	401,386	1,280,091	14,474
Other financing sources (uses)				
Transfers in	160,550			46,107
Transfers out	(81,164)	(140,549)		(46,107)
Proceeds from sale of assets		226,870	243,905	256,897
Bonds issued				
Loan proceeds				
Capital lease obligations		61,606	84,453	103,185
Total other financing sources (uses)	79,386	147,927	328,358	360,082
Net change in fund balances	$ (192,858)	$ 549,313	$ 1,608,449	$ 374,556
Debt service as a percentage of non-capital expenditures	12.06%	11.75%	10.34%	8.74%

2007	2008	2009	2010	2011	2012
$ 7,286,723	$ 7,165,046	$ 7,825,211	$ 6,789,358	$ 6,100,349	$ 5,784,862
695,726	579,519	529,487	526,201	467,389	470,844
2,323,977	2,681,555	2,198,263	1,938,633	1,833,846	1,765,296
254,759	295,517	293,756	375,283	467,931	431,057
220,724	174,643	213,105	120,890	132,963	183,345
421,268	250,799	184,381	302,937	310,590	291,484
11,203,177	11,147,079	11,244,203	10,053,302	9,313,068	8,926,888
1,701,253	3,267,652	2,361,396	2,432,667	2,382,504	1,915,421
4,992,454	5,206,596	5,413,894	5,484,119	4,906,546	4,725,084
551,320	368,740	287,322	308,366	292,967	256,855
573,007	626,366	553,392	581,424	533,475	517,457
1,330,674	1,039,190	1,087,407	858,955	870,465	697,998
			32,063	49,637	3,458
1,126,772	2,699,269	2,369,922	490,174	153,252	234,513
510,523	538,385	746,625	765,541	801,042	827,516
320,294	308,481	397,670	442,783	398,200	361,607
	17,488	19,450			
11,106,297	14,072,167	13,237,078	11,396,092	10,388,088	9,539,909
96,880	(2,925,088)	(1,992,875)	(1,342,790)	(1,075,020)	(613,021)
867,005	3,868,013	1,392,713	1,248,816	1,109,374	986,222
(792,005)	(3,546,017)	(1,180,159)	(967,015)	(825,324)	(661,872)
5,742	630				
	3,717,488	1,209,449			
80,742	4,040,114	1,422,003	281,801	284,050	324,350
$ 177,622	$ 1,115,026	$ (570,872)	$ (1,060,989)	$ (790,970)	$ (288,671)
8.33%	7.46%	10.55%	11.08%	11.72%	12.78%

TOWN OF LAKE PARK, FLORIDA
Governmental Funds Tax Revenues by Source
Last Nine Fiscal Years
(Accrual Basis of Accounting) Unaudited

Fiscal Year	Property Taxes	Franchise Fees	Utility Service Taxes	Communication Services Taxes	Sales Tax	Totals
2004	$ 3,711,359	$ 473,764	$ 618,080	$ 500,277	$ 661,796	$ 5,965,276
2005	4,251,570	518,641	655,214	530,407	679,722	6,635,554
2006	5,066,005	631,811	673,848	532,902	720,919	7,625,485
2007	6,262,727	629,365	668,400	539,562	675,208	8,775,262
2008	6,156,686	630,215	681,568	505,783	632,680	8,606,932
2009	6,827,668	613,269	690,713	539,808	558,085	9,229,543
2010	5,698,210	569,868	771,384	464,184	559,351	8,062,997
2011	4,894,342	572,846	796,663	414,748	579,262	7,257,861
2012	4,434,500	545,895	804,467	375,003	533,602	6,693,467

Information prior to fiscal year 2004 is not available.

TOWN OF LAKE PARK, FLORIDA
General Governmental Revenue by Source
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting) Unaudited

Fiscal Year	Taxes	Licenses and Permits	Inter-governmental	Charges for Services
2003	$ 3,580,692	$ 479,752	$ 1,360,445	$ 163,004
2004	3,954,690	412,858	1,402,673	176,671
2005	4,637,685	786,175	1,538,637	161,681
2006	5,861,265	566,508	843,445	239,705
2007	7,286,723	695,726	2,323,977	254,759
2008	7,165,046	579,519	2,681,555	295,517
2009	7,825,211	529,487	2,198,263	293,756
2010	6,030,552	526,201	1,299,144	352,993
2011	5,315,754	467,389	1,253,538	420,027
2012	5,784,862	470,844	1,765,296	431,057

Fiscal Year	Fines and Forfeitures	Miscellaneous	Other Financing Sources	Total	Annual Percentage Increase (Decrease)
2003	$ 68,319	$ 377,760	$ 160,550	$ 6,190,522	(9.2) %
2004	68,979	88,775		6,104,646	(1.4) %
2005	100,642	142,127		7,366,947	20.7 %
2006	182,788	696,141		8,389,852	13.9 %
2007	220,724	421,268		11,203,177	33.5 %
2008	174,643	250,799	3,717,488	14,864,567	32.7 %
2009	213,105	184,381	1,209,449	12,453,652	(16.2) %
2010	120,890	294,946	665,080	9,289,806	(25.4) %
2011	132,963	302,661	755,494	8,647,826	(6.9) %
2012	183,345	291,484	324,350	9,251,238	7.0 %

TOWN OF LAKE PARK, FLORIDA
Assessed Value of Taxable Property
Last Ten Fiscal Years
Unaudited

Tax Year	Real Property Residential	Real Property Commerical	Personal Property	Centrally Assessed Property	Assessed Value for Operations	Total Direct Tax Rate	Total Taxable Value (1)
2003	$ 175,705,535	$ 139,504,494	$ 36,001,397	$ 859,592	$ 352,071,018	10.8500	$ 352,071,018
2004	213,547,796	175,020,828	38,469,559	897,274	427,935,457	10.2500	427,935,457
2005	275,026,756	197,918,997	38,469,559	897,274	512,312,586	10.1000	512,312,586
2006	343,048,900	277,146,764	43,072,903	899,238	664,167,805	9.3000	664,167,805
2007	362,447,556	319,364,915	50,439,255	1,038,292	733,290,018	8.5850	733,290,018
2008	317,287,667	324,380,752	43,278,568	2,033,244	686,980,231	9.6663	686,980,231
2009	223,053,149	310,344,797	44,930,557	1,338,599	579,667,102	9.9163	579,667,102
2010	177,057,371	251,733,749	43,531,640	1,200,814	473,523,574	10.2163	473,523,574
2011	179,035,832	229,986,440	37,217,462	1,257,953	447,497,687	10.3283	447,497,687
2012	168,646,621	227,349,266	33,926,821	1,236,975	431,159,683	10.2920	431,159,683

(1) Florida state law requires all property to be assessed at current fair market value. Accordingly, the estimated actual value is equal to the Total Assessed Value.

Source: Palm Beach County Property Appraiser

TOWN OF LAKE PARK, FLORIDA

Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years
Rate per $1,000 of Assessed Value
Unaudited

	Town of Lake Park Property Tax Rates			Overlapping Property Tax Rates - (1) Palm Beach County		
Fiscal Year	**Operating Millage**	**General Obligation Debt Service**	**Total Town Millage**	**Operating Millage**	**General Obligation Debt Service**	**Total County Millage**
2003	8.3500	3.0358	11.3858	4.5000	0.3084	4.8084
2004	8.3500	2.5000	10.8500	4.5000	0.2910	4.7910
2005	8.3500	1.9000	10.2500	4.5000	0.2677	4.7677
2006	8.2000	1.9000	10.1000	4.4500	0.2700	4.7200
2007	8.0000	1.3000	9.3000	4.2800	0.1975	4.4775
2008	7.6350	0.9500	8.5850	3.7811	0.2002	3.9813
2009	8.5163	1.1500	9.6663	3.7811	0.1845	3.9656
2010	8.5163	1.7000	10.2163	4.3440	0.2174	4.5614
2011	8.5083	1.8200	10.3283	4.7815	0.2110	4.9925
2012	8.5000	1.7920	10.2920	4.7815	0.2087	4.9902

Note: All millage rates are based on $1 for every $1000 of assessed value

Source: Notice of Ad Valorem Taxes and Non-Ad Valorem Assessments

(1) Overlapping rates are those of local and county governments that apply to property owners within the Town of Lake Park. Not all overlapping rates apply to all Town property owners (i.e. The rates for special districts apply only to the proportion of the government's property owners whose property is located within the geographic boundaries of the special district.)

Overlapping Property Tax Rates - (1)				
Palm Beach County School District			Palm Beach County Special Districts	Total
Operating Millage	General Obligation Debt Service	Total School Millage		
8.427	0.352	8.779	2.4883	27.4615
8.251	0.320	8.571	2.5557	26.7677
8.158	0.274	8.432	2.5257	25.9754
7.880	0.220	8.100	2.5085	25.4285
7.712	0.160	7.872	2.3254	23.9749
7.356	-	7.356	2.1308	22.0531
7.251	-	7.251	2.2569	23.1398
7.983	-	7.983	2.4934	25.2541
8.180	-	8.180	2.3433	25.8441
7.778	-	7.778	2.3154	25.3756

TOWN OF LAKE PARK, FLORIDA
Principal Property Taxpayers
Current Year and Nine Years Ago
Unaudited

	2012			
	Taxable Assessed Valuation	**Taxes**	**Rank**	**Percentage of Total Taxes Levied**
Lake Park Owner LLC	$ 18,537,182	$ 190,694	1	4.13%
Wal Mart Stores East LP	14,005,975	144,150	2	3.12%
SC Lake Park Associates II & LLLP	10,300,628	127,737	3	2.76%
Congress Ave Properties LTD	10,214,914	124,762	4	2.70%
Lake Park Square Joint Venture	10,000,012	102,920	5	2.23%
Trust Lake Park LTD	8,500,000	87,482	6	1.89%
Mullinax Ford of PBC, LLC	8,369,365	89,433	7	1.93%
Northlake Square East LLC	7,445,134	76,527	8	1.66%
Earl Stewart LLC	6,585,442	67,777	9	1.47%
Twin Cities Investors Inc	6,265,283	64,478	10	1.40%
Totals	$ 100,223,935	$ 1,075,960		23.29%

Source: Palm Beach County Property Appraiser.

	2003			
	Taxable Assessed Valuation	**Taxes**	**Rank**	**Percentage of Total Taxes Levied**
WHCB Real Estate	$ 12,000,000	$ 354,303	1	10.51%
New Plan 31 LP Apt	9,000,000	274,910	2	8.16%
LEF Lake Park LLC	8,000,000	237,843	3	7.06%
Stuart Enterprise Inc.	7,265,503	215,056	4	6.38%
Nicholas B Smith	7,276,035	202,139	5	6.00%
Twin Cities Investors Inc	5,951,698	194,317	6	5.77%
Crescent Properties	3,723,087	117,253	7	3.48%
Opabola Kasali O	3,153,567	101,684	8	3.02%
Northlake Associates LLC	2,550,000	81,843	9	2.43%
Lake Park Square Joint Venture	2,466,396	66,805	10	1.98%
Totals	$ 61,386,286	$ 1,846,153		54.79%

Source: Palm Beach County Property Appraiser.

Note: Assessed values are established by the Palm Beach County Property Appraiser's office as of January 1st of each year.

TOWN OF LAKE PARK, FLORIDA
Property Tax Levies and Collections
Last Ten Fiscal Years
Unaudited

Fiscal Year	Total Tax Levy	Amount of Current Taxes Collected (1)	Percent of Current Taxes Collected (1)	Amount of Delinquent Taxes Collected
2003	$ 3,625,081	$ 3,517,408	97.0 %	$ 19,212
2004	3,855,029	3,682,547	95.5 %	28,812
2005	4,407,224	4,119,485	93.5 %	132,085
2006	5,082,715	4,885,172	96.1 %	13,804
2007	6,209,531	5,989,731	96.5 %	18,140
2008	6,316,263	5,867,407	92.9 %	10,883
2009	6,649,031	6,281,877	94.5 %	19,880
2010	5,754,637	5,391,827	93.7 %	12,057
2011	4,822,342	4,638,001	96.1 %	113,182
2012	4,621,891	4,409,912	95.4 %	42,039

Fiscal Year	Total Collected for the Year	Ratio of Total Taxes Collected to Current Levy	Accumulated Delinquent Taxes	Ratio of Delinquent Taxes to Current Levy
2003	$ 3,536,620	97.6 %	$ 158,510	4.4 %
2004	3,711,359	96.3 %	144,146	3.7 %
2005	4,251,570	96.5 %	144,146	3.3 %
2006	4,898,976	96.4 %	145,225	2.9 %
2007	6,007,871	96.8 %	145,225	2.3 %
2008	5,878,290	93.1 %	145,225	2.3 %
2009	6,301,757	94.8 %	145,225	2.2 %
2010	5,403,884	93.9 %	0	0 %
2011	4,751,183	98.0 %	0	0 %
2012	4,451,951	96.3 %	0	0 %

(1) Includes discount taken for early payment of property taxes.

Source: Palm Beach County Property Appraiser

TOWN OF LAKE PARK, FLORIDA
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years
Unaudited

	Governmental Activities					
Fiscal Year	**General Obligation Bonds**	**Capital Lease Obligations**	**Loans Payable**	**Total Governmental Activities**	**Percentage of Taxable Value of Property**	**Per Capita**
2003	$ 8,015,113	$ 22,609	$ -	$ 8,037,722	1.90%	$ 918.70
2004	7,618,861	63,113	-	7,681,974	1.47%	843.71
2005	7,203,749	113,870	-	7,317,619	1.40%	802.99
2006	6,768,877	179,097	-	6,947,974	1.08%	762.42
2007	6,313,300	124,150	-	6,437,450	0.97%	706.40
2008	5,836,031	63,034	3,717,488	9,616,553	1.31%	1032.48
2009	5,329,323	28,702	4,721,352	10,079,377	1.74%	1154.30
2010	4,804,644	9,767	4,498,425	9,312,836	1.97%	1066.52
2011	4,254,912	-	4,256,908	8,511,820	1.90%	1043.75
2012	3,679,109	-	4,005,195	7,684,304	1.78%	931.60

Note: Details about the Town's outstanding debt can be found in the notes to the financial statements.

Business-type Activities				Primary Government			
Marina Revenue Bonds	Loans Payable	Capital Lease Obligations	Total Business-type Activities	Total Primary Government	Population	Percent Of Average Household Income	Per Capita
$ -	$ 896,569	$ -	$ 896,569	$ 9,348,218	8,715	2.52%	$ 1,072.66
4,810,000	-	-	4,810,000	12,847,722	8,749	3.36%	1,468.48
4,810,000	-	153,175	4,963,175	12,645,149	9,105	2.87%	1,388.81
4,725,000	-	355,961	5,080,961	12,398,580	9,113	3.08%	1,360.54
4,640,000	-	287,367	4,927,367	11,875,341	9,113	2.92%	1,303.12
4,550,000	-	191,521	4,741,521	11,178,971	9,113	3.00%	1,226.71
4,460,000	1,520,412	91,793	6,072,205	15,688,758	9,314	3.79%	1,684.43
4,365,000	1,646,951	7,060	6,019,011	16,098,388	8,732	4.06%	1,843.61
4,270,000	1,482,147	2,403	5,754,550	15,067,386	8,732	3.66%	1,725.54
4,170,000	1,308,383	-	5,478,383	13,990,203	8,155	3.60%	1,715.54
4,065,000	1,426,473	-	5,491,473	13,175,777	8,248	3.34%	1,597.45

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TOWN OF LAKE PARK, FLORIDA
Direct and Overlapping Governmental Activities Debt
As of September 30, 2012
Unaudited

Governmental Unit	Debt Outstanding	Estimated (1) Percentage Applicable to Town of Lake Park	Estimated (1) Share of Direct and Overlapping Debt
Overlapping debt:			
Direct debt - Town of Lake Park			
General obligation bonds	$ 3,679,109	100%	$ 3,679,109
Loans payable	4,005,195	100%	4,005,195
Other debt			
Palm Beach County	207,340,000	0.684%	1,418,206
Palm Beach County School Board	1,862,653	0.684%	12,741
Total direct and overlapping debt			9,115,251
Estimated town population			8,248
	Total per capita		$ 1105.15

(1) Estimates based on ratio of assessed taxable values.

Source: Finance Department, Town of Lake Park, Florida
Palm Beach County Property Appraiser
School Board of Palm Beach County

TOWN OF LAKE PARK, FLORIDA
Pledged-Revenue Coverage
Last Ten Fiscal Years
Unaudited

	Marina Revenue Bonds				
Fiscal Year	**Gross Revenue**	**Operating Expense (1)**	**Net Revenue Available for Debt Service**	**Debt Service (2)**	**Coverage**
2003	N/A	N/A	N/A	N/A	N/A
2004	$ 247,172	$ 81,465	$ 165,707	$ 231,625	0.72
2005	234,161	192,934	41,227	316,625	0.13
2006	1,098,735	812,296	286,439	314,925	0.91
2007	1,285,288	1,075,249	210,039	316,525	0.66
2008	1,222,835	1,240,785	(17,950)	313,600	(0.06)
2009	1,018,448	1,029,912	(11,464)	315,900	(0.04)
2010	1,184,628	1,271,621	(86,993)	313,050	(0.28)
2011	1,168,626	1,127,092	41,534	313,300	0.13
2012	880,405	923,846	(43,441)	318,050	(0.14)

(1) Expense is exclusive of depreciation.

(2) Includes principal and interest of revenue bonds only.

TOWN OF LAKE PARK, FLORIDA
Demographic and Economic Statistics
Last Ten Fiscal Years
Unaudited

Fiscal Year	Population (1)	Per Capita Personal Income (1)	Average Household Income (1)	Median Age (1)	Education Level in Years of Formal Schooling	School Enrollment (3)	Unemploy-ment Rate (4)
2003	8,749	N / A	$ 43,626	-	N / A	516	6.3%
2004	9,105	N / A	48,380	-	N / A	482	5.7%
2005	9,113	N / A	44,050	-	N / A	430	4.2%
2006	9,113	N / A	44,518	-	N / A	386	3.7%
2007	9,113	$ 16,485	40,864	35	N / A	420	4.0%
2008	9,314	16,485	44,397	35	N / A	392	6.4%
2009	7,898	19,939	45,458	36	N / A	344	11.7%
2010	8,783	20,185	47,108	36	N / A	374	11.7%
2011	8,155	16,898	47,375	34	N / A	366	10.9%
2012	8,248	18,885	47,813	36	N / A	343	9.0%

Data Sources:

(1) The population 2003 through 2006 was obtained from the University of Florida, Bureau of Economic Business Administration.
The Population for 2011 & 2012 was obtained from the US Census Bureau Fact Finder
Per Capita, Avg Household Income & Median Age was obtained from the US Census Bureau Fact Finder

(3) Lake Park Elementary

(4) Unemployment rate was obtained from the US Dept of Labor

TOWN OF LAKE PARK, FLORIDA
Principal Employers
Current Year and Nine Years Ago
Unaudited

	2012			2003		
Employer	Employees	Rank	Percentage of Total Town Employment	Employees	Rank	Percentage of Total Town Employment
Palm Beach County School District	21,495	1	N / A	18,677	1	N / A
Palm Beach County	11,381	2	N / A	9,000	2	N / A
Tenet Healthcare Corp	6,100	3	N / A	N / A	N / A	N / A
Next Era Energy	3,635	4	N / A	N / A	N / A	N / A
G4S	3,000	5	N / A	N / A	N / A	N / A
Hospital Corporation of America	2,714	6	N / A	N / A	N / A	N / A
Florida Atlantic University	2,706	7	N / A	1,500	15	N / A
Betheseda Memorial Hospital	2,391	8	N / A	1,500	11	N / A
Office Depot	2,250	9	N / A	1,500	15	N / A
Boca Raton Community Hospital	2,250	10	N / A	1,700	10	N / A
Totals	57,922		N / A	N / A		N / A

Source: Business Development Board of Palm Beach County. Data is for the West Palm Beach to Boca Raton metropolitan area.

N / A: Not available.

TOWN OF LAKE PARK, FLORIDA
Full-Time Equivalent Town Employees by Function/Program
Last Ten Fiscal Years
Unaudited

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
General government										
Town Manager	3	3	3	3	3	3	3	3	3	2
Personnel	2	2	2	2	2	1	2	1	1	1
Town Clerk	2	2	2	2	2	2	2	2	2	2
Finance	5	5	5	5	5	4	4	4	4	4
Information technology	-	-	-	1	1	1	1	1	1	1
Public Safety										
Police	-	-	-	-	-	-	-	-	-	-
Fire	-	-	-	-	-	-	-	-	-	-
Community development	4	4	5	5	7	8	7	5	5	5
Physical Environment										
Public works	6	5	7	8	9	11	11	7	8	9
Vehicle maintenance	2	2	2	2	2	2	2	1	1	1
Transportation										
Transportation	3	3	3	3	3	2	2	2	2	2
Culture and Recreation										
Library	5	5	3	3	6	6	1	2	2	4
Park maintenance	6	6	6	6	8	8	6	5	5	5
Recreation	2	2	2	2	2	3	1	1	1	1
Marina	-	1	5	5	5	5	3	3	2	3
Sanitation	8	8	8	8	10	8	10	11	10	10
Total	48	48	53	55	65	64	55	48	47	50

TOWN OF LAKE PARK, FLORIDA
Operating Indicators by Function/Program
Last Ten Fiscal Years
Unaudited

Function	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Public Safety										
Community development										
Code violations	865	960	1,571	1,534	1,612	1,722	1,026	638	636	396
Building permits issued	1,261	861	1,784	1,140	841	841	651	590	555	566
Value of permits (in thousands)	24,600	16,796	37,679	20,121	24,835	189,451	5,860	6,598	2,676	5,711
Transportation										
Street resurfacing (miles)	N / A	N / A	N / A	3	-	1	-	-	-	-
Pot holes repaired	N / A	N / A	N / A	70	215	160	160	232	253	140
Culture and Recreation										
Library										
Circulation	30,791	28,788	24,972	23,021	26,789	23,296	23,316	23,316	27,656	26,942
Programs offered	195	190	467	430	434	468	434	434	280	942
Park maintenance										
Acres of parks	69	69	69	69	69	69	69	69	69	69
Recreation										
Recreation programs offered	9	8	10	12	18	15	9	7	7	3
Recreation program attendance	307	289	304	394	431	419	305	315	305	136
Youth athletic participants	20	15	185	210	263	241	125	150	140	21
Marina										
Available slips	(1)	(1)	103	103	103	103	103	103	103	112
Sanitation										
Residential customers	363	377	369	357	3,698	3,698	3,596	3,645	3,666	3,666
Commercial customers	300	300	300	300	367	275	272	264	259	264
Refuse collected (tons)	44,257	11,610	12,685	11,381	9,222	9,260	9,178	9,293	8,466	8,598
Recyclables collected (tons)	310	248	283	282	573	655	645	627	666	670

Sources: Town departments

N / A: Not available

(1) Marina was under construction and closed during these years

TOWN OF LAKE PARK, FLORIDA
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years
Unaudited

Function/Program	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Public Safety (contracted to Palm Beach County)										
Police Station - County	1	1	1	1	1	1	1	1	1	1
Fire Station - County	1	1	1	1	1	1	1	1	1	1
Transportation										
Roads & Streets										
Street Lights	300	300	331	331	331	340	340	340	340	340
Lane Miles	64	64	64	64	64	64	64	64	64	64
Culture and Recreation										
Marina										
Wet Slips	0	0	103	103	103	103	103	103	103	112
Library										
Books	26,430	28,048	29,582	30,413	28,257	33,233	33,710	33,710	36,119	35,611
Leisure Services										
Ballfields - lighted	2	2	2	2	2	2	2	2	2	2
Basketball courts	1	1	1	1	2	2	2	2	2	2
Soccer fields	1	1	1	1	1	1	1	1	1	1
Tennis courts	2	2	2	2	6	6	6	6	6	6
Parks	5	5	5	5	5	6	6	6	7	7
Sanitation										
Garbage Trucks	8	8	8	8	10	14	13	13	13	13
Water /Sewer (Provided by Seacoast Utility)	N / A	N / A	N / A	N / A	N / A	N / A	N / A	N / A	N / A	N / A

N/A: Not applicable

Source: Town Departments, Town of Lake Park, Florida

OTHER REPORTS

NOWLEN, HOLT & MINER, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

WEST PALM BEACH OFFICE
NORTHBRIDGE CENTRE
515 N. FLAGLER DRIVE, SUITE 1700
POST OFFICE BOX 347
WEST PALM BEACH, FLORIDA 33402-0347
TELEPHONE (561) 659-3060
FAX (561) 835-0628
WWW.NHMCPA.COM

EVERETT B. NOWLEN (1930-1984), CPA
EDWARD T. HOLT, CPA
WILLIAM B. MINER, CPA
ROBERT W. HENDRIX, JR., CPA
JANET R. BARICEVICH, CPA
TERRY L. MORTON, JR., CPA
N. RONALD BENNETT, CPA
ALEXIA G. VARGA, CFE, CPA
EDWARD T. HOLT, JR., CPA
BRIAN J. BRESCIA, CFP®, CPA

KATHLEEN A. MINER, CPA
J. MICHAEL STEVENS, CPA
KARA D. PETERSON, CFE, CPA
MARK J. BYMASTER, CPA
PUI K. LAI, CPA
RYAN M. SHORE, CPA

BELLE GLADE OFFICE
333 S.E. 2nd STREET
POST OFFICE BOX 338
BELLE GLADE, FLORIDA 33430-0338
TELEPHONE (561) 996-5612
FAX (561) 996-6248

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Honorable Mayor and Members of the Town Commission
Town of Lake Park, Florida

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Town of Lake Park, Florida, as of and for the year ended September 30, 2012, which collectively comprise the Town of Lake Park, Florida's basic financial statements and have issued our report thereon dated March 28, 2013. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of Town of Lake Park, Florida, is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Town of Lake Park, Florida's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Lake Park, Florida's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town of Lake Park, Florida's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

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Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we identified one deficiency in internal control over financial reporting described below that we consider to be a significant deficiency in internal control over financial reporting. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

2001-1: Written Policies and Procedures

While the Town has made improvements in strengthening the internal control system and in communicating to the employees their responsibilities in the system, there has been no formal documentation or codification of the current policies and procedures. Written procedures, instructions, and assignments of duties will prevent or reduce misunderstandings, errors, inefficiencies, duplicated or omitted procedures, and other situations that can result in inaccurate or untimely accounting records. A well-devised accounting manual can also help to ensure that all similar transactions are treated consistently, that accounting principles used are proper, and that records are produced in the form desired by management. A good accounting manual should aid in the training of new employees. Although developing the manual will take some time and effort, we believe this time will be more than offset by time saved later in training and supervising accounting personnel. Also, in the process of the comprehensive review of existing accounting procedures for the purpose of developing the manual, management might discover procedures that can be eliminated or improved to make the system more efficient and effective.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Town of Lake Park, Florida's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the Town of Lake Park, Florida in the management letter dated March 28, 2013.

This report is intended solely for the information and use of management, Town Commission, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Nowlen, Holt + Miner, P.A.

March 28, 2013
West Palm Beach, Florida

NOWLEN, HOLT & MINER, P.A.
CERTIFIED PUBLIC ACCOUNTANTS

WEST PALM BEACH OFFICE
NORTHBRIDGE CENTRE
515 N. FLAGLER DRIVE, SUITE 1700
POST OFFICE BOX 347
WEST PALM BEACH, FLORIDA 33402-0347
TELEPHONE (561) 659-3060
FAX (561) 835-0628
WWW.NHMCPA.COM

EVERETT B. NOWLEN (1930-1984), CPA
EDWARD T. HOLT, CPA
WILLIAM B. MINER, CPA
ROBERT W. HENDRIX, JR., CPA
JANET R. BARICEVICH, CPA
TERRY L. MORTON, JR., CPA
N. RONALD BENNETT, CPA
ALEXIA G. VARGA, CFE, CPA
EDWARD T. HOLT, JR., CPA
BRIAN J. BRESCIA, CFP®, CPA

KATHLEEN A. MINER, CPA
J. MICHAEL STEVENS, CPA
KARA D. PETERSON, CFE, CPA
MARK J. BYMASTER, CPA
PUI K. LAI, CPA
RYAN M. SHORE, CPA

BELLE GLADE OFFICE
333 S.E. 2nd STREET
POST OFFICE BOX 338
BELLE GLADE, FLORIDA 33430-0338
TELEPHONE (561) 996-5612
FAX (561) 996-6248

MANAGEMENT LETTER

The Honorable Mayor and Members of the Town Commission
Town of Lake Park, Florida

We have audited the financial statements of the Town of Lake Park, Florida, as of and for the year ended September 30, 2012, and have issued our report thereon dated March 28, 2013.

We conducted our audit in accordance with U.S. generally accepted auditing standards, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in that report, which is dated March 28, 2013, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.550, Rules of the Auditor General, which governs the conduct of local governmental entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's report.

PRIOR YEAR COMMENTS

Rules of the Auditor General, require that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

As noted in the Report on Internal Control over Financial Reporting and on Compliance and Other Matters, Item 2001-1, *Written Policies and Procedures*, is a prior year comment that was in the prior two years audit report that continues to apply. Comment 2011-2 as noted below is a prior year comment that continues to apply and Comment 2011-1 no longer applies.

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2011-2 Financial Condition Assessment Procedures

Pursuant to Sections 10.554(1)(i)7.c. and 10.556(7),Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Town's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provide by management. Our assessment was done as of the fiscal year end.

Based on our procedures, we noted the following items that lead us to believe the Town is in a deteriorating financial condition. The Marina Fund has a deficit in unrestricted net assets of $2,924,454 and has had operating losses before capital contributions for several years. One of the primary causes of this decrease in the net assets of the Marina Fund has been repair costs and legal fees caused by construction deficiencies in the renovation of the Marina. In addition, the CRA fund balance has decreased from $3,569,781 in fiscal year 2008 to $231,918 for the current fiscal year. This was caused by increased expenditures and drops in the incremental tax revenues over the years.

CURRENT YEAR COMMENTS

Recommendations to Improve Financial Management

Rules of the Auditor General require that we address in the Management Letter any recommendations to improve financial management. In connection with our audit for the fiscal year ended September 30, 2012, we have the following recommendation.

2012-1 Pension Contribution

We noted that the required actuarial contribution for the pension plan was not timely paid. We recommend that prior to the end of the year, the contribution paid be reconciled to the required contribution and any shortfall be timely paid.

Investment of Public Funds

Rules of the Auditor General, require our audit to include a review of the Town's compliance with Section 218.415, Florida Statutes, regarding the investment of public funds. The results of our procedures did not disclose any instances of noncompliance with Section 218.415, Florida Statutes, by the Town of Lake Park, Florida for the year ended September 30, 2012.

Violations of Contracts or Grant Agreements, Fraud, Illegal Acts, or Abuse

Rules of the Auditor General, require that we address violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse that that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but more than inconsequential. In connection with our audit for the fiscal year ended September 30, 2012, we did not have any such findings.

Matters Inconsequential to the Financial Statements

Rules of the Auditor General, provide that the auditor may, based on professional judgment, report the following matters that have an inconsequential effect on financial statements, considering both quantitative and qualitative factors: (1) violations provisions of contracts or grant agreements, fraud, illegal acts, or abuse; and (2) deficiencies in internal control that are not significant deficiencies. In connection with our audit for the fiscal year ended September 30, 2012, we did not have any such findings.

Oversight Unit and Component Units

The Town of Lake Park, Florida, is a municipal corporation incorporated in 1923 pursuant to the Laws of Florida, Chapter 61-2375. Based upon the application of criteria defined in publications cited in Chapter 10.553, Rules of the Auditor General, the Town has determined that there are no component units related to the Town.

Consideration of Financial Emergency Criteria

Rules of the Auditor General require a statement be included as to whether or not the local government entity has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, the results of our procedures did not disclose that the Town of Lake Park, Florida has met any of the conditions described in Section 218.503(1) during the fiscal year ended September 30, 2012.

Annual Financial Report

Rules of the Auditor General require that we determine whether the annual financial report for the Town of Lake Park, Florida for the fiscal year ended September 30, 2012, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2012. In connection with our audit, we noted that the two reports were in substantial agreement.

The Town of Lake Park, Florida's responses to the findings identified in our audit are described in the attached letter dated March 28, 2013. We did not audit Town of Lake Park, Florida's responses and, accordingly, we express no opinion on them.

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, Town Commission, and federal and state awarding agencies and pass-through agencies, and is not intended to be and should not be used by anyone other than these specified parties.

Nowlen, Holt & Miner, P.A.

March 28, 2013
West Palm Beach, Florida

Office of the
Town Manager

April 11, 2013

The Honorable Mayor, Vice-Mayor,
and members of the Town Commission

RE: Response to the Report on Internal Control and the Management Letter Required by the Rules of the Auditor General for the State of Florida for the Fiscal Year ended September 30, 2012.

We have received a copy of the Report on Internal Control and the Management Letter and offer the following responses:

REPORT ON INTERNAL CONTROL

Internal Control over Financial Reporting

2001-1: Written Policies and Procedures

We appreciate the fact that the Town's External Auditor has recognized that the Town has made improvements in strengthening the internal control system and in communicating to our employees their responsibilities in the system. For most of the time covered by this audit period, the position of Finance Director and the position of Town Manager were either filled by someone other than the current incumbent, or the position was vacant. Therefore, few, if any written procedures or instructions were developed. Since the period of time covered by this audit, some written procedures have been developed and some training has taken place with staff. However, that fact will not be recognized until the completion of the Report on Internal Control written for the 2012-2013 fiscal year.

MANAGEMENT LETTER

CURRENT YEAR COMMENTS

2011-2 Financial Condition Assessment Procedures

The Town continues to remain in a deteriorating condition. Property tax revenues, based upon the assessed value of property within the corporate limits, and the application of an ad valorem tax rate on that property continued to decrease during the time covered by this audit period. It is unlikely that the financial condition will improve based solely upon an increase in the tax rate or any fees for service; therefore the Town will have to wait for an overall improvement in the world economy and the recovery in both the residential property market and the commercial property market in order to expect any stabilization in the Town's financial condition.

535 Park Avenue
Lake Park, FL 33403
Phone: (561) 881-3304
Fax: (561) 881-3314

www.lakeparkflorida.gov

Based upon the current operating expenses and the debt burden on both the Marina Fund and the CRA fund, as well as the lack of growth and development in both the use of the Lake Park Harbor Marina and the Community Redevelopment Agency geographical boundaries, it is unlikely that the financial condition of these two funds will improve in the near future.

2012-1 Pension Contribution

Failure to make the required actuarial contribution for the pension plan was as a result of the failure of the Pension Plan Administrator to identify the correct amount of obligation due. Since the time covered by this audit period, arrangements have been made with the Pension Plan Administrator to identify any shortfall very early on and payments to cover the shortfall in the future will be made in a timely manner.
Should you have any questions or concerns about the responses written above, please be sure to contact me directly.

Sincerely,

Dale S. Sugerman, Ph.D.
Town Manager

GENERAL BUSINESS

TAB 3

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: May 1, 2013 **Agenda Item No. TAB 3**

Agenda Title: Regular Commission Meeting Minutes of April 17, 2013

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

Approved by Town Manager _____ **Date:** 4/23/13

Shari Canada, CMC, Deputy Town Clerk
Name/Title

Originating Department: **Town Clerk**	Costs: $ Funding Source: Acct. # [ ] Finance _____	**Attachments:** **Agenda** **Minutes** **Exhibit "A"** **Exhibit "B"** **Exhibit "C"** **Exhibit "D"** **Exhibit "E"** **Exhibit "F"** **Exhibit "G"**
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone_____ or Not applicable in this case SC **Please initial one.**

Summary Explanation/Background:

Recommended Motion: To approve the Regular Commission Meeting Minutes of April 17, 2013.

AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 17, 2013, 7:00 p.m.
Lake Park Town Hall
535 Park Avenue

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

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Proclamation Recognizing April 26, 2013 as National Arbor Day **Tab 1**

D. PUBLIC COMMENT:

This time is provided for audience members to address 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.

2. Regular Commission Meeting Minutes of April 3, 2013 — Tab 2
3. Commission Orientation Workshop Minutes of April 5, 2013 — Tab 3
4. Approving an Outside Activity of the Town Manager — Tab 4
5. Marina Security Services Contract Renewal – U.S. Security Associates, Inc. — Tab 5

F. BOARD MEMBERSHIP APPOINTMENT

6. Re-appointment to the Planning and Zoning Board — Tab 6

G. OLD BUSINESS:

None

H. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:

None

I. PUBLIC HEARINGS – ORDINANCE ON SECOND READING/QUASI-JUDICIAL:

7. Amending the Town Charter at Article IV, Section 4 Entitled "Filling of Vacancy on Commission". — Tab 7

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN CHARTER AT ARTICLE IV, SECTION 4 ENTITLED "FILLING OF VACANCY ON COMMISSION"; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

J. NEW BUSINESS:

8. American Red Cross Community Courage Awards — Tab 8
9. Mid-Year Budget Review and Adjustments — Tab 9
10. Authorizing the Mayor to Execute a Phase 2 Scope of Work Agreement with Simmons & White, Inc. for Professional Services Associated with Lake Park Harbor Marina Soil and Paver Brick Settlement Correction Methods at the Seawall — Tab 10
11. Discussion about the Pending Site Plan for the Palm Beach County Scrub Area — Tab 11

K. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

L. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, May 1, 2013

Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, April 17, 2013, 7:00 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, April 17, 2013 at 7:00 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Michael O'Rourke and Kathleen Rapoza, Town Manager Dale S. Sugerman, Town Attorney Thomas Baird, and Town Clerk Vivian Mendez. Commissioner Erin Flaherty was absent.

Mayor DuBois led the pledge of allegiance. Town Clerk Vivian Mendez performed the Roll Call.

SPECIAL PRESENTATIONS/REPORTS

1. Proclamation Recognizing April 26, 2013 as National Arbor Day

Town Manager Sugerman introduced the item (see attached Exhibit "A")

Mayor DuBois read the proclamation.

Public Works Director Hunt explained that the Arbor Day celebration will be in the median of Flagler Boulevard just east of Seminole Boulevard. He stated that there will be approximately seventy (70) school children to celebrate with the Town.

PUBLIC COMMENT:

Jerry Rapoza, 801 Lake Shore Drive, stated that based on the comments regarding ET Security at the CRA meeting on April 3, 2013 there needs to be an improvement to provide the proper level of security. He stated that on April 11, 2013 at approximately 2:30 am several businesses on Park Avenue were broken into through the front door of the businesses. He requested to receive a copy of the contract for the present security company. He asked what areas of the buildings do they patrol, does it include the Marina; who owns the security vehicle; what hours do they work; what are their duties; and are they spelled out in the contract. Do they leave the vehicle and check the doors of the back of the buildings; who pays for the gas; insurance; and maintenance of the vehicle. Are daily reports submitted to the CRA; and if not why; who, if anyone, reviews these reports; is there a supervisor on duty to oversee the security guards. Who reviews the timesheets; how many bids were received; and what is the difference in payment to the security company versus Palm Beach Sheriff's Office. He offered his services as a volunteer to ride along with the current security company and evaluate their performance and submit a written report to the CRA regarding the services and suggestions for improvement.

Mayor DuBois stated that the hours they patrol was not specified at the public meeting. He asked Town Manager Sugerman if Mr. Rapoza can work with him.

Town Manager Sugerman stated "yes" and requested that Mr. Rapoza contact him during business hours.

Mayor DuBois thanked Mr. Rapoza for offering his services.

Diane Bernhard, 301 Lake Shore Drive, urged the Commission to move forward with considering and voting on the recommendations from the Marina Task Force. She discussed the configuration of the parking lots, the Interlocal Agreement with Palm Beach County, traffic flow, Lake Shore Drive, the wall at the Marina, and the Marina Task Force recommendations. She suggested that the Commission appoint another Task Force with a wider scope to discuss ways to make the entire Marina a better utilized and more profitable facility.

Mayor DuBois asked if the Task Force recommendations are scheduled for a future agenda.

Town Manager Sugerman stated "not yet".

Mayor DuBois suggested that this item be taken up under "New Business" or "Commissioner Comments". He discussed the Interlocal Agreement with Palm Beach County and actions taken by the Town. He stated that the wall at the Marina is already scheduled as an administrative action.

Town Manager Sugerman stated that the contractor has already received the permit to tear down the wall and that it is his understanding that it will be completed before the end of the month.

Carl Macan, 5480 N. Ocean Drive, Singer Island, stated that he is a Citizen on Patrol (COP) volunteer with the Palm Beach County Sheriff's Office and he meets a lot of the member of the community. He commented that Kelsey Park is beautifully maintained and recognized Walter Thomas, Public Works Employee, for his hard work and courteous demeanor.

CONSENT AGENDA:

Vice-Mayor Glas-Castro requested that item 4, Approving an Outside Activity of the Town Manager be pulled from the Consent Agenda.

2. Regular Commission Meeting Minutes of April 3, 2013
3. Commission Orientation Workshop Minutes of April 3, 2013
4. Approving an Outside Activity of the Town Manager
5. Marina Security Services Contract Renewal- U.S. Security Associates, Inc.

Motion: A motion was made by Commissioner O'Rourke to approve the Consent Agenda Items 2, 3, and 5; Vice-Mayor Glas-Castro made the second.

Vote on Motion:

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

Motion passed 4-0.

4. Approving an Outside Activity of the Town Manager

Vice-Mayor Glas-Castro stated that Town Manager Sugerman is asking for approval to do outside professional activities on his vacation time which she understands is part of his contract to request permission from the Commission for these types of activities. She stated that she personally does not care what Town Manager Sugerman does on his vacation time, but her concern is the timing of when he is going to be taking these vacation days because there has been discussion regarding holding workshops. She is concerned that there will be conflicts in timing with schedules.

Town Manager Sugerman stated that the schedule of the Town and Commission would come first and that at this point this engagement is only for three days, subject to the Commission's approval of this item. His request is for May 8th, 9th and 10th, 2013.

Vice-Mayor Glas-Castro asked if the Commission should start providing their schedules so that Town Manager Sugerman is aware of what dates he would need to work around.

Town Manager Sugerman stated "yes".

Motion: A motion was made by Commissioner O'Rourke to approve the Town Manager to use accumulated vacation leave for no more than 2 or 3 days at a time for purposes of conducting outside professional training activities with a private, Chicago-based business; Vice-Mayor Glas-Castro made the second.

Vote on Motion:

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

Motion passed 4-0.

<u>BOARD MEMBERSHIP APPOINTMENTS:</u>

6. Re-appointment to the Planning and Zoning Board

Town Clerk Mendez advised that Natalie Schneider has been re-appointed to the Planning and Zoning (see attached ballots Exhibit "B").

Mayor DuBois congratulated Ms. Schneider and thanked her for her services.

Commissioner O'Rourke thanked Ms. Schneider for her service on the Planning and Zoning Board.

OLD BUSINESS:

None

PUBLIC HEARINGS - ORDINANCE ON FIRST READING:

None

PUBLIC HEARINGS - ORDINANCE ON SECOND READING/QUASI-JUDICIAL:

7. Amending the Town Charter at Article IV, Section 4 Entitled "Filling of Vacancy on Commission".

Attorney Baird explained the item (see attached Exhibit "C").

Motion: A motion was made by Vice-Mayor Glas-Castro to approve the Ordinance Amending the Town Charter at Article IV, Section 4 Entitled "Filling of Vacancy on Commission" on Second Reading; Commissioner Rapoza made the second.

Vote on Motion:

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

Motion passed 4-0.

Attorney Baird read the Ordinance into the record by title only.

NEW BUSINESS:

8. American Red Cross Community Courage Awards

Town Manager Sugerman explained the item (see attached Exhibit "D").

Commissioner Rapoza nominated Deputy Brandon Milliner in the category of Law Enforcement for his heroic acts on Friday, March 29, 2013.

Motion: A motion was made by Commissioner Rapoza to nominate Deputy Brandon Milliner for the American Red Cross Community Courage Award in the Law Enforcement category; Vice-Mayor Glas-Castro made the second.

Vice-Mayor Glas-Castro asked if anything further needed to be done for the nomination.

Town Manager Sugerman stated that the nomination form would be submitted with the Nominator Name being the Commission of the Town of Lake Park, a cover letter from the Town describing the Commission's actions at this meeting, and that the report Commissioner Rapoza provided will be attached to describe in detail Deputy Milliner's actions.

Commissioner O'Rourke suggested that the Town Commission acknowledge the actions of Deputy Milliner with a Proclamation.

Vote on Motion:

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

Motion passed 4-0.

Motion: A motion was made by Commissioner O'Rourke to recognize Deputy Brandon Milliner through Proclamation from the Town thanking him for his courageous service; Vice-Mayor Glas-Castro made the second.

Vote on Motion:

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

Motion passed 4-0.

Town Manager Sugerman stated that the Proclamation would be presented no earlier than the May 15, 2013 meeting if Deputy Milliner is available.

9. Mid-Year Budget Review and Adjustments

Town Manager Sugerman explained the item (see attached Exhibit "E").

Motion: A motion was made by Commissioner O'Rourke to approve Resolution 09-04-13; Vice-Mayor Glas-Castro made the second.

Vote on Motion:

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

Motion passed 4-0.

10. Authorizing the Mayor to Execute a Phase 2 Scope of Work Agreement with Simmons & White, Inc. for Professional Services Associated with Lake Park Harbor Marina Soil and Paver Brick Settlement Correction Methods at the Seawall.

Town Manager Sugerman explained the item (see attached Exhibit "F"). He stated that Rob Rennebaum, President of Simmons and White is present to answer questions.

Commissioner O'Rourke stated that it is his understanding that by utilizing the Ground Penetrating Radar (GPR) that it will save the Town time and money because holes will not have to be dug to figure out the problem and asked if that is correct.

Mr. Rennebaum stated that they hope the GPR will provide that information. There are two (2) goals: (1) to be able to run the GPR machine on top of the plywood without having to remove it to be able to identify voids. If that does not work then goal two (2) is to remove the plywood shoot through the pavers and identify the voids under the pavers. He stated that there will be a trial period to determine what method would be best or if there is no need to go further because the GPR will not work for this particular application.

Commissioner O'Rourke asked what happens if the GPR does not provide answers.

Mr. Rennebaum stated that probably some width of the pavers along the entire seawall length would have to be removed to observe the conditions. The width would be between two (2) and four (4) feet from the seawall.

Commissioner O'Rourke asked if it is anticipated that the GPR services will provide the answers.

Mr. Rennebaum stated "yes".

Vice-Mayor Glas-Castro asked if the paver issue was due to the original construction defects or something that has occurred over time.

Mr. Rennebaum stated that his personal opinion from the four (4) times he has been to the Marina with Town staff was that the problem is a combination of both. He thinks that all pavers, all seawalls, and backfills leak to some degree and continue to have ongoing maintenance needs. He stated that the goals are to correct the issues and to minimize the ongoing maintenance. He thinks that there are some construction defects around the gaps between the panels, the installation of the filter fabric between the panels, and installation

of the grout joint between the panels. He stated that it is their job now to figure out a solution to these issues and slow down to the greatest extent possible the soil seepage that is causing the depression in the pavers.

Commissioner Rapoza stated that she wants a guarantee that this process will find a long term solution.

Mr. Rennebaum stated that finding a long term solution is the goal.

Commissioner Rapoza asked about the use of sub-consultants.

Mr. Rennebaum explained that he is a civil engineer with some experience in coastal engineering and seawalls but he is not a structural engineer. Public Works Director Hunt and Project Manager Richard Pittman suggested that a structural engineer that specializes in coastal construction, a geotechnical (soils) engineer that specializes in seawalls and marina engineering, and a marine contractor that builds and repairs seawalls be brought in as consultants. Then all four (4) parties would develop independent suggestions and ideas to resolve the paver issue. He explained that he has professional contacts in all of those fields and in conjunction with Town staff, a structural engineer, geotechnical engineer, and a marine contractor were selected. From this point forward it has been determined in order to provide the best results that himself and the three (3) sub-contractors will be working together to provide one (1) solution.

Mayor DuBois asked if voids are what the GPR is looking for and to analyze where the voids are between the wall and the brick pavers.

Mr. Rennebaum stated "yes" and that a lot of the voids are apparent because of where the depressed pavers are located. He explained that because of the tight configuration of the pavers and just the tightness and the fiction of the pavers suspend the pavers over the depressions and they want to make sure that none of these are missed.

Mayor DuBois asked if the GPR through the plywood and the brick pavers does not yield results would removing some the pavers be the next step.

Mr. Rennebaum explained that it would be a required next step to be able to bid the project the work involved needs to be quantified.

Mayor DuBois asked if once the pavers are removed if the GPR would be used.

Mr. Rennebaum thinks that it would be evident and that they would tamp and prod and see where the voids are located.

Mayor DuBois asked if instead of looking vertically could they look horizontally through the seawall to find the voids with the GPR.

Mr. Rennebaum stated that he is unaware of using that process but that he would consult with the GPR firm if that is a consideration.

Motion: A motion was made by Commissioner O'Rourke to authorizing the Mayor to Execute a Phase 2 Scope of Work Agreement with Simmons & White, Inc. for Professional Services Associated with Lake Park Harbor Marina Soil and Paver Brick Settlement Correction Methods at the Seawall; Commissioner Rapoza made the second.

Vote on Motion:

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

Motion passed 4-0.

11. Discussion about the Pending Site Plan for the Palm Beach County Scrub Area

Town Manager Sugerman explained the item (see attached Exhibit "G").

Commissioner O'Rourke stated that he is interested in discussing how the Nature Center and amenities would come to be and what would be the right way to develop that area. His main concern are rushing into the development of this property, and having an entrance on Silver Beach Road. He stated that by having an entrance on Silver Beach Road the area would be conceded to Riviera Beach. He does not have an issue with Riviera Beach, but this property is located within Lake Park and wants the entrance to be convenient for Lake Park residents. He stated that he would like to see the development of the Park Avenue Extension with an entrance to the scrub area. He stated that a discussion with the County should take place about when the Park Avenue Extension needs to be done in order for the Town to be able to properly develop the Town. He stated that he is also concerned about putting that entrance on Silver Beach Road because he thinks that there may be more security concerns in that area because it is on the border of the Town. He suggested that these concerns be brought to the County.

Vice-Mayor Glas-Castro stated that if the Park Avenue Extension was already going through that it would make for a logical location for the entrance to the scrub area for the concerns regarding safety and image. She thinks that a temporary road or driveway could be connected from 12th Street into the preserve area. She stated that topography concerns were mentioned regarding the slope of ADA (Americans with Disabilities Act) path but thinks it can be engineered around. She thinks an entrance from the Park Avenue Extension makes a more logical and long-term appropriate location rather than along Silver Beach Road.

Commissioner O'Rourke stated that he walked the area and that one can get to the property via Watertower Road and Joule Roads. He stated that he concurs with Vice-Mayor Glas-Castro regarding a possible temporary entrance in the area. His goal is for Palm Beach County to understand that the Town needs a long term vision of who we are as the Town of Lake Park and that the Commission sees giving greater access to the Town as a positive thing with a developed Park Avenue area.

Commissioner Rapoza concurred with Vice-Mayor Glas-Castro and Commissioner O'Rourke.

Mayor DuBois stated that having the entrance on the Park Avenue Extension appears to make much better projects for both the Park Avenue Extension and the conservation area. He stated that if the Park Avenue Extension is not complete to Old Dixie that there has been discussion with one of the property owners to complete a portion of the Park Avenue Extension as a contribution to impact fees. He stated that when the Town met with the Army there looked to be a very good opportunity to create an entryway from the Army Reserve Center to the Park Avenue Extension. This would take traffic impact off Silver Beach Road by spreading traffic service from one (1) intersection to two (2) intersections, which usually improves level of service and tends to help transportation performance at both intersections. He was concerned about failing the intersection link at Silver Beach Road and Congress Avenue with traffic from the Army Reserve. He stated that he does not know what kind of traffic impact the Army will have in that area and that everyone else has to live with the impact. He stated that construction is on-going on the Army property and he does not know if the Town was successful in providing a second outlet. He discussed the development of the adjacent property by the private property owners and the Park Avenue Extension and the possibility of the Army connecting via a second outlet. He discussed the creation of better access throughout the area. He asked if the Army is considering connecting to the proposed Park Avenue Extension and if the private property owner is still moving forward with plans to build their portion of Park Avenue. He asked if Park Avenue cannot be extended all the way to Old Dixie, can it be put through to Joule Road to connect some of the industrial areas.

Town Manager Sugerman stated that Mayor DuBois covered a lot and a variety of issues. He stated that the previous Town Commission that modified the zoning, created a new zoning district and approved the placement of the scrub area within that zoning district. None of these actions had anything to do with the improvements to the Nature Center and the Trails in the scrub area. However, the prior Town Commission tied a discussion of the approval of those three (3) items to what is the County's intent for improving the Nature Center and the Trails in the scrub area. He stated that Rob Robbins from the Palm Beach County Environmental Resource Management stood before the previous Town Commission and said that there are not specific plans to move forward with developing the Nature Center and Trails but for the fact that it will happen in the next five years. The previous Commission told Mr. Robbins to come back to one of the next meeting and make a commitment to the Town to do the Nature Center and Trails. He stated that Mr. Robbins came before the prior Commission and committed that Palm Beach County will submit a site plan for approval for the Nature Center and the Trails within the next eighteen (18) to twenty-four (24) months. Mr. Robbins committed that Palm Beach County would submit a site plan, but if the project is going to be advanced from a five (5) year calendar to eighteen (18) to twenty-four (24) months calendar that the design plans would be designed with the entranceway into the scrub area off Silver Beach Road. He believes that Mayor DuBois stated that he was not happy with that and that a main entranceway off the proposed Park Avenue Extension would be better. He stated that Mr. Robbins offered to submit the site plan for approval with the entrance off Silver Beach Road and an alternative proposal for an entranceway off the proposed Park Avenue

Extension. He believes that the commitment to submit the site plan in the next eighteen (18) to twenty-four months (24) was because of the prior Commission's desire to move this project forward sooner rather than later. He stated that nobody is taking responsibility for completing the Park Avenue Extension and that there is no indication that the Park Avenue Extension will happen at all unless there is some development by adjacent property owners and they are required to contribute their portion to the Park Avenue Extension. He stated that if this Commission would like to send a message to the County that a site plan with only a Silver Beach Road entrance is going to be significantly scrutinized and possibly not approved, then he thinks the County would like to know that as soon as possible.

Mayor DuBois stated that the Town has been trying for some time to have the proposed Park Avenue Extension completed. He stated that it seems valuable to find one way or another if the Park Avenue Extension is going to be completed or if segments of the Park Avenue Extension can be completed. He commented that there is a possibility of gaining entrance to the scrub area from Joule Road and the Park Avenue Extension would not be needed. His preference is to direct the Town staff with a motion to continue pursuing the Park Avenue Extension and any alternative entryway from the proposed Park Avenue Extension or Joule Road and what it would require to fund the connection from Joule Road to the scrub area. He asked staff to find out if the Army is willing to have a connection to the proposed Park Avenue Extension. He discussed the need for master planning in the Town.

Town Manager Sugerman stated that staff is continually working on the proposed Park Avenue Extension.

Commissioner O'Rourke suggested that the agenda item be a discussion of a master plan for that area.

Town Manager Sugerman stated that there is no master plan for this area, but that is not this agenda item. He explained the purpose of this agenda item and stated that based on the debate that the item is going to lead to an action that will contradict the action of the previous Commission. He stated that the Town owes it to the County to advise of the change in direction as quickly as possible.

Vice-Mayor Glas-Castro stated that the Commission still wants the Nature Center and Trails developed sooner rather than later, but the Commission prefers the northern entrance and that there is a temporary solution with a driveway off Joule Road or 12th Avenue and it does not have to wait for the Park Avenue Extension. She stated that this information needs to be communicated to the County.

Town Manager Sugerman stated that the Commission needs to take formal action to communicate this information to the County due to the actions of the prior Commission.

Mayor DuBois wants the County to know that the Town wants to pursue to an end how the entrance to the scrub area can be from the Park Avenue Extension. He stated that the Commission can decide that the entrance to the Nature Center will be at Joule Road regardless of the Park Avenue Extension.

Commissioner O'Rourke asked for consensus from the Commission to direct staff to let the County know that the Commission would prefer that the entrance to the scrub area to not be on Silver Beach Road and for the entrance to be on the northern part of the property.

Town Manager Sugerman stated that the Commission needs to be direct with what the Commission wants and if the Commission does not want the County to submit a site plan for the scrub area with an entrance on Silver Beach Road then that needs to be communicated.

Vice-Mayor Glas-Castro stated that she does not want the communication to be for the County not to submit a site plan, but that the County submit a site plan with a northern entrance.

Commissioner O'Rourke concurred with Vice-Mayor Glas-Castro.

Attorney Baird offered that the Commission make a motion to direct staff to inform the County that the Commission's preference is that the site plan to be revised to reflect an entrance off of Joule Road or Park Avenue Extension.

Motion: A motion was made by Commissioner O'Rourke to direct staff to inform Palm Beach County that the Commission's preference is that the site plan for the Scrub Area be revised to reflect an entrance off of Joule Road or Park Avenue Extension; Commissioner Rapoza made the second.

Vote on Motion:

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

Motion passed 4-0.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Attorney Baird stated that the Sober House bill has died. He stated that the bill passed in the Senate and was not supported in the House. He stated as a result what has been adopted by the House and Senate is a proviso directing the Department of Children and Families to work with interested parties including local governments and to include funding in their budget to address Sober Houses in the next Legislative Session.

Mayor DuBois asked who is the proviso from.

Attorney Baird stated the proviso is from the Senate.

Mayor DuBois asked how the bill failed in the House.

Town Manager Sugerman stated that the draft bill was assigned to four (4) House Committees and that the first House Committee did not schedule the bill for a hearing and the Committee went sine die and since the bill was not scheduled for a hearing by the first Committee the bill does not move on.

Town Manager Sugerman stated that Friday, April 26, 2013 from 5:00pm to 8:00 pm is the Sunset Celebration at the Marina. He distributed the Comprehensive Annual Financial Report (CAFR) to the Commission and stated that it will be formally presented at the May 1, 2013 Commission meeting. He offered to meet with the Commission one-on-one to discuss the CAFR.

Mayor DuBois asked if there are any deficiencies in the CAFR.

Town Manager stated "yes" that there are three (3) deficiencies and are all disclosed in the document.

Commissioner Rapoza stated that she is glad that Natalie Schneider was re-appointed to the Planning and Zoning Board. She stated that she would like to move forward with the vision for the Town by having a workshop.

Vice-Mayor Glas-Castro asked if a motion is needed to direct staff to coordinate schedules.

Town Manager Sugerman stated "no" and explained that the Commission can discuss their schedules now or staff can survey the Commission regarding availability. He stated that once a date is determined the workshop would be set by a motion.

Commissioner Rapoza suggested that since there are several topics that the Commission wants to have a workshop on that the dates be set at the same time. She stated that surveying the Commission for availability is fine with her.

Town Manager Sugerman suggested that the Commission be surveyed and that each Commissioner provide a half a dozen dates within the next thirty (30) days.

Commissioner O'Rourke stated that there are opening on Town Boards and Committees and encouraged residents to apply. He stated that the iPad is very useful and encouraged residents to contact him with their comments, concerns and issues. He thanked the Community Watch for their hard work and dedication to the Town. He stated that there are legitimate organizations that run Sober Houses that can be allies of the Town on this issue and that these organizations want regulations. He stated that he visited the business on Park Avenue related to the shared parking issue and that these businesses are a great addition to Lake Park. He stated that at 800 Park Avenue is the Artist of Palm Beach County and that their website is ArtistofPalmBeachCounty.org and encouraged residents to visit and participate in the events.

Vice-Mayor Glas-Castro asked about scheduling the Marina Task Force recommendations for an upcoming Commission meeting.

Motion: A motion was made by Vice-Mayor Glas-Castro to direct staff to schedule for discussion the Marina Task Force recommendations at a future Commission Meeting; Commissioner O'Rourke made the second.

Town Manager Sugerman stated that the next available agenda would be the May 15, 2013 Commission meeting.

Vice-Mayor Glas-Castro asked that the Task Force members and others interested in the Marina be advised of the date the item will be on the agenda.

Town Manager Sugerman stated that the Task Force recommendations are on the Town's webpage.

Vote on Motion:

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

Motion passed 4-0.

Vice-Mayor Glas-Castro stated that she is concerned with the safety issues related to the shared parking and shared access issue on Park Avenue. She feels that even though there is not any formal shared access agreement that the Town has some obligation to improve the safety situation. She suggested that when the property owner, Sue-Ellen Mosler brings forward plans for a curb cut and driveway to remedy the situation that the Town would assist by expediting the review, waiving fees and similar that are within the Town's authority and ability.

Mayor DuBois he stated that he has made it a habit to return emails and phone calls as quickly as possible.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Rapoza and seconded by Commissioner O'Rourke, and by unanimous vote, the meeting adjourned at 8:55 p.m.

_____
Mayor James DuBois

_____
Deputy Town Clerk, Shari Canada, CMC

_____
Town Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2013

Exhibit "A"
4/17/2013

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 17, 2013 **Agenda Item No.** Tab 1

Agenda Title: Proclamation recognizing April 26, 2013 as National Arbor Day

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

Approved by Town Manager _____ **Date:** 4/3/13

David Hunt/Public Works Director
Name/Title

Originating Department: **Public Works**	**Costs: $ 150.00** **Funding Source: DPW, Grounds Maintenance Div.** **Acct. # 406 - 52000** **[X] Finance** BKR	**Attachments:** **Proclamation**
Advertised: Date: _____ Paper: _____ **[X] Not Required**	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	**Yes I have notified everyone** _____ or Not applicable in this case ____ **Please initial one.**

Summary Explanation/Background: Each year, the Town of Lake Park celebrates National Arbor Day by inviting school children from local schools to participate in the Arbor Day Event with poems, songs and drawings honoring trees. This year, the National Arbor Day observance will take place in the Flagler Boulevard Median at 10:30 a.m. on Friday, April 26, 2013. An oak tree donated by Chris Wayne and Associates will be planted to replace a tree lost during the hurricanes. The Public Works Department will be coordinating the event. The anticipated $150.00 cost will cover refreshments and has been budgeted for this event.

Recommended Motion: Proclaim April 26, 2013 as National Arbor Day.

Exhibit "B"
4/11/13

BALLOT

MAYOR/COMMISSIONER

THE TOWN COMMISSION MAY APPOINT A FIVE MEMBER PLANNING AND ZONING BOARD WITH TWO ALTERNATES. WE HAVE ONE APPLICANT FOR RE-APPOINTMENT TO THIS BOARD AS A REGULAR MEMBER.

Regular Member

	Yes	No
Natalie Schneider	✓	

BALLOT

MAYOR/COMMISSIONER

THE TOWN COMMISSION MAY APPOINT A FIVE MEMBER PLANNING AND ZONING BOARD WITH TWO ALTERNATES. WE HAVE ONE APPLICANT FOR RE-APPOINTMENT TO THIS BOARD AS A REGULAR MEMBER.

Regular Member

	Yes	No
Natalie Schneider	✓	

BALLOT

MAYOR/COMMISSIONER

THE TOWN COMMISSION MAY APPOINT A FIVE MEMBER PLANNING AND ZONING BOARD WITH TWO ALTERNATES. WE HAVE ONE APPLICANT FOR RE-APPOINTMENT TO THIS BOARD AS A REGULAR MEMBER.

Regular Member

	Yes	No
Natalie Schneider	✓	

BALLOT

K G6 Cd

MAYOR/COMMISSIONER

THE TOWN COMMISSION MAY APPOINT A FIVE MEMBER PLANNING AND ZONING BOARD WITH TWO ALTERNATES. WE HAVE ONE APPLICANT FOR RE-APPOINTMENT TO THIS BOARD AS A REGULAR MEMBER.

Regular Member

	Yes	No
Natalie Schneider	X	

BALLOT

Flaherty - Absent

MAYOR/COMMISSIONER

THE TOWN COMMISSION MAY APPOINT A FIVE MEMBER PLANNING AND ZONING BOARD WITH TWO ALTERNATES. WE HAVE ONE APPLICANT FOR RE-APPOINTMENT TO THIS BOARD AS A REGULAR MEMBER.

Regular Member

	Yes	No
Natalie Schneider	____	____

Exhibit "C"
4/17/2013

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 3, 2013 **Agenda Item No.** Tab 7

Agenda Title: An Ordinance Amending the Town Charter Dealing with the Filling of Vacancies on the Town Commission

[ ] SPECIAL PRESENTATION/REPORTS [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[X] PUBLIC HEARING ORDINANCE ON 2 READING
[ ] NEW BUSINESS: RESOLUTION [X] **DISCUSSION FOR FUTURE ACTION**
[ ] OTHER: _____

Approved by Town Manager DSS **Date:** 3/20/13

DALE S. SUGERMAN / TOWN MANAGER
Name/Title

Originating Department: **Town Attorney**	Costs: $ **0.00** Funding Source: Acct. # [ ] Finance _____	**Attachments:** **Draft Ordinance**
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone_____ or Not applicable in this case DSS **Please initial one.**

Summary Explanation/Background:

At a prior Town Commission meeting, then Commissioner Longtin asked that the newly seated Commission consider taking up a discussion concerning changing the Town Charter dealing with the filling of vacancies on the Town Commission. A copy of the draft ordinance is attached for purposes of discussion.

Recommended Motion:

None needed as this is a discussion item only.

Exhibit "D"
4/17/13

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 17, 2013 **Agenda Item No.** Tab 8

Agenda Title: American Red Cross Community Courage Awards

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

Approved by Town Manager _____ **Date:** 4/1/13

Vivian Mendez, Town Clerk
Name/Title

Originating Department: **Commissioner Rapoza**	Costs: $ Funding Source: Acct. # [ ] Finance _____	**Attachments:** **Memorandum from the American Red Cross Community Courage Awards Nomination Form**
Advertised: Date: _____ Paper: _____ **[X] Not Required**	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone_____ or Not applicable in this case ***VM*** **Please initial one.**

Summary Explanation/Background: The American Red Cross hosts the Community Courage Awards each year. They are asking the public to nominate "everyday heroes" who have gone above and beyond the scope of his or her job or personal responsibility to save a life or help someone in critical need within the nine (9) categories, that are listed on the attached nomination form.

Commissioner Rapoza requested that this item be considered by the Commission to collectively make a nomination for the American Red Cross Community Courage Awards. The Community Courage Award will be presented at a luncheon to be held on June 19, 2013 at the Kravis Center in West Palm Beach. The nomination deadline is April 29, 2013.

Recommended Motion:

American Red Cross | COMMUNITY COURAGE AWARDS
Ordinary People★Extraordinary Courage

Town Of Lake Park
Town Clerk's Office
MAR 20 2013
RECEIVED

All Received.

825 Fern Street
West Palm Beach, FL 33401
www.redcross.org

MEMO

To: **Public Officials and Community Representatives in Palm Beach, Martin, Indian River, St. Lucie, and Okeechobee Counties**

From: **American Red Cross Palm Beaches-Treasure Coast Region**

Subject: **Community Courage Awards**

Date: **March 18, 2013**

Each year the American Red Cross hosts the Community Courage Awards. We ask the public to nominate "everyday heroes" - ordinary people who have gone above and beyond the scope of his or her job or personal responsibility to save a life or help someone in critical need. We are asking for your help in identifying these very special "Heroes." **Please see the 9 categories listed on the attached nomination form.**

Our selection committee, compiled of local media and community leaders, will choose one winner in each category who will be honored and presented with their award at our Community Courage Awards Luncheon to be held on June 19th at the Kravis Center in West Palm Beach. WPBF 25 News is once again serving as our Presenting Sponsor.

Please take the time to read through the nomination form and the requirements for qualification. Be sure to include as much detail as possible about the nominee's heroic actions. You may either send us your completed form by mail, fax, or email. **The deadline for nominations is April 29, 2013.**

Mail: Alison Freeman: 825 Fern Street, West Palm Beach FL 33401
Fax: 561.650.9139
Email: Alison.Freeman@redcross.org

For more information, please contact Alison Freeman via phone or email indicated above.

DO YOU KNOW A REAL HERO?

June 19, 2013

A LOCAL HERO IS:

Someone living in Palm Beach, Martin, Indian River, St. Lucie or Okeechobee counties who have performed a heroic act between 5/1/2012-4/25/2013 in one of the following categories:

CATEGORIES:

Fire Rescue, Law Enforcement, Medical, Good Samaritan Adult, Good Samaritan Youth, Military, Animal Rescue, Educator and Marine Rescue

****ALL NOMINATIONS MUST BE IN BY APRIL 29, 2013****

Nominator Name: _____

Nominator contact information: _____

Nominee Name: _____

Category: _____

Address: _____ Email _____

City: _____ St: ____ Zip: _____ Phone: _____

Heroic Act:

_____

_____

_____

_____

Please submit additional sheets to describe your hero's actions and provide as much detail as possible.

Submit nominations to Alison Freeman at Alison.Freeman@redcross.org or by mail: American Red Cross: 825 Fern Street, West Palm Beach, FL 33401 by April 29, 2013

Exhibit "E"
4/17/13

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: 4/17/2013 **Agenda Item No.** Tab 9

Agenda Title: MID-YEAR BUDGET REVIEW AND ADJUSTMENTS

[ ] SPECIAL PRESENTATION/REPORTS [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON ____ READING
[X] NEW BUSINESS: RESOLUTION [ ] DISCUSSION FOR FUTURE ACTION
[ ] OTHER: _____

Approved by Town Manager DSS **Date:** 4/3/13

Blake K. Rane, Finance Director BKR
Name/Title

Originating Department: **FINANCE**	Costs: See Attachment A Funding Source: Acct. # [X] Finance ___BKR_____	**Attachments:** Resolution, Mid-year Budget Adjustment Itemization (Attachment "A"), and Narrative
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone_____ or Not applicable in this case _BKR_ **Please initial one.**

Summary Explanation/Background:
There is attached a narrative and a schedule (Attachment "A") that lists the significant items that need to be adjusted for the Town of Lake Park 2012-13 Budget.

Recommended Motion:
It is recommended that the Town Commission approve the attached resolution.

RESOLUTION NO. 09-04-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN BUDGET FOR FISCAL YEAR 2012-2013 AS PREVIOUSLY ADOPTED BY RESOLUTION NO. 25-09-12; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, the Town Commission has previously established the budget for the Town of Lake Park for the fiscal year beginning October 1, 2012 and ending September 30, 2013; and

WHEREAS, at the time of its adoption, the budget properly reflected expected revenues and appropriations; and

WHEREAS, to implement this budget, the Town Commission adopted and levied by Resolution No. 28-09-12 a final millage rate for the Fiscal Year 2012-2013; and

WHEREAS, the Town Commission deems it necessary and advisable to amend the budget for the Town of Lake Park for Fiscal Year 2012-2013, which was adopted by Resolution No. 25-09-12.

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

Section 1. An amended final budget of the Town of Lake Park General Fund is hereby approved and adopted as set forth in the attached Mid-Year Budget Adjustment Itemization (Attachment "A").

Section 2. The Town Manager is hereby authorized to amend/transfer between departmental accounts provided; however, that total appropriated expenditures by fund do not exceed Commission authorized amounts.

Section 3. If any section, subsection, sentence, clause, phase or portion of the Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 4. This resolution shall take effect immediately upon adoption.

Mid-Year Budget Adjustment Itemization
April 17, 2013

ATTACHMENT "A"

General Fund

Revenue		Proposed Change	Totals
Total General Fund Budgeted Revenue			$ 8,261,402
Rent - at Cell Tower (Metro PCS)	001-362.122	$ (10,200)	
Reimbursement - PBSO Fuel	001-380.302	(85,000)	
Total Revenue Changes		$ (95,200)	(95,200)
Adjusted General Fund Budgeted Revenue			$ 8,166,202

Expenses			
Total General Fund Budgeted Expense			$ 8,261,402
PBSO - Fuel	001-52-521-200-52100	$ (80,000)	
Contributions - Retired Police Officer F	001-51-589-900-91601	(26,242)	
Transfer to Fund Balance	001-51-589-900-99907	11,042	
Total Expense Changes		$ (95,200)	(95,200)
Adjusted General Fund Budgeted Expenses			$ 8,166,202

Marina Fund

Revenue		Proposed Change	Totals
Total Marina Fund Budgeted Revenue			$ 2,007,828
Wet Slips	401-347.512	$ (289,000)	
Gasoline Sales	401-369.200	(45,000)	
Diesel Sales	401-369.201	(39,975)	
Total Revenue Changes		$ (373,975)	(373,975)
Adjusted Marina Fund Budgeted Revenue			$ 1,633,853

Expenses			
Total Marina Fund Budgeted Expense			$ 2,007,828
Repairs - Construction Deficiency	401-57-579-800-46050	$ 35,000	
Promotional Activities	401-57-579-800-48000	4,500	
Promotional - Sunset Celebration	401-57-579-800-48045	2,500	
Advertising	401-57-579-800-48100	7,000	
Gasoline	401-57-579-800-52110	(24,150)	
Diesel	401-57-579-800-52120	(26,192)	
Transfer to Fund Balance	401-57-579-800-99907	(372,633)	
Total Expense Changes		$ (373,975)	(373,975)
Adjusted Marina Fund Budgeted Expenses			$ 1,633,853

Mid-Year Budget Narrative

The Mid-Year Budget adjustment is intended to keep the Commission informed of significant changes that have occurred or likely are to occur in the current fiscal year.

The following has been accomplished in order to facilitate the Mid-Year Budget review:

a. Monthly Financial Reports have been prepared and distributed to each Department Director;
b. Detailed analysis has been conducted of each fund and each department within those funds;
c. Meetings have been held with the Finance Director and Department Directors to discuss the year to date ("YTD") results and the level of funding required for remainder of the fiscal year; and
d. The Town Manager and the Finance Director have met and reviewed the findings of the budget review process.

Limited, but significant adjustments are needed to be made to the Fiscal Year 2012/13 Budget for two funds: the General, and the Marina Fund. Such adjustments are discussed below and outlined numerically on the attached Mid-Year Budget Adjustment Itemization.

GENERAL FUND

In the General Fund, two revenue lines have changed significantly in the past few months. (1) At budget time, the Town expected to rent a location near the cell tower at Public Works to Metro PCS; however, that agreement did not go forward; and (2) In the past the Palm Beach County Sheriff Office ("PBSO") deputies refueled at the Public Works tanks; however, that policy has changed and the Town is no longer providing that service. Note that the reduction in revenue is balanced by a reduction in expense.

Three expense items have changed significantly. (1) The above mentioned change in fuel purchases; (2) The estimate of expense for the Retired Police Officer Pension is reduced, due to a miscommunication between the Town and the Pension Fund Administrator, and (3) The net of these two changes increases the Transfer to Fund Balance which keeps the budget in balance.

MARINA FUND

In the Marina Fund three revenue lines have changed significantly in the past few months. The staff has revised the estimates for: (1) Wet Slip Rentals; (2) Gasoline Sales; and (3) Diesel Sales.

Six expense items have changed significantly. The staff has revised the estimates for: (1) Repairs to the sea-wall; (2) Additional promotional activities has been planned, including a booth at the Palm Beach Boat Show; (3) Increased emphasis on the monthly Sunset Celebration; (4) Advertizing to encourage occupancy; (5) The above mentioned change in fuel purchases for both gasoline and diesel; and (6) The net of these changes decreasing the Transfer to Fund Balance which keeps the budget in balance.

OTHER FUNDS

It has been determined that no adjustments are needed at this time in the following funds: Insurance, Streets and Roads, Stormwater, Sanitation, and the Community Redevelopment Agency ("CRA").

Exhibit "F"
4/17/13

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 17, 2013 **Agenda Item No.** Tab 10

Agenda Title: Authorizing the Mayor to Execute a Phase 2 Scope of Work Agreement with Simmons & White, Inc. for Professional Services Associated with Lake Park Harbor Marina Soil and Paver Brick Settlement Correction Methods at the Seawall.

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

Approved by Town Manager DSS **Date:** 4/3/13

Richard Pittman/Project Manager
Name/Title

Originating Department: Public Works	**Costs: Not to Exceed $35,500.00** **Funding Source:** **Acct. # 800-46050** **[X] Finance** BXR	**Attachments:** **Proposal from Simmons & White** **Photo**
Advertised: Date: _____ Paper: _____ **[X] Not Required**	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone RP or Not applicable in this case ____ **Please initial one.**

Summary Explanation/Background:
The Town Commission is being asked to authorize the Mayor to execute an agreement with Simmons & White, Inc. for professional services associated with the methods of correction of the soil seepage that has led to the paver brick settlement problem at the Lake Park Harbor Marina.

Simmons & White is the Town's engineering consultant as approved by the Town Commission on February 02, 2011. Simmons & White has been tasked to lead a team of professionals to study the causes and extent of soil loss beneath the paver bricks and to suggest remediation options. The initial estimates of the actual remediation costs might be in the range of several hundred thousand

dollars and will require a public advertisement of the scope of work required for contractors to submit bids to accomplish the repairs.

The repair method recommendations require specialized professional consultant services beyond the expertise of Simmons & White. Simmons & White has selected three sub-consultants and the forensic investigation for remedial considerations has begun. Phase 1 involved assembly of sub-consultants, field observation of conditions exposed under the plywood walkway, research of sealant methods and materials, and review of seawall design and litigation documents. Phase 1 expenditures have totaled $4,185.00.

Phase 2 consists of numerous tasks including further forensic investigations where a ground penetrating radar (GPR) contractor will be mobilized to report on sub-surface conditions and to quantify the extent of settlement not identified in the litigation documents. A marine contractor and/or soil remediation vendor may be called upon to demonstrate particular repair methods and materials. The consultant's tasks will continue with evaluation of remedial methods with sub-consultants, preparation of draft and final reports which will include options with estimated costs for remediation, remediation method recommendation, meeting with Commissioners on an individual basis if requested, and attendance at a Town Commission meeting. The tasks are itemized on an hourly basis not to exceed $27,970.00.

Not included in the engineering services task estimates is the actual cost of using GPR services, estimated to be $2,400 or less, and the actual cost of having a demonstration of potential materials and methodologies. A demonstration is thought to cost less than $5,000. Both the GPR service and a demonstration of methods and material would be within the Town Manager's spending authority; however, staff felt it was best to disclose to the Town Commission the upper limit of costs associated with Phase 2 and therefore, this request is for the allocation of $35,500.00 from the lawsuit settlement line item of the Marina Fund budget.

The final step in Phase 2 is presentation of the final report to the Town Commission. The Commission would be asked to vote on an option and authorize proceeding to Phase 3: preparation of bid documents, advertising, and receiving bids. Phase 4 would be the construction phase which would include construction site inspection services.

Estimated Costs Thru Phase 2:

Phase 1:	$ 4,185.00
Phase 2:	$27,970.00
GPR	$ 2,400.00
Demonstration:	$ 5,000.00
TOTAL	**$39,555.00**

These costs correspond to a reasonable percentage of the anticipated remediation project cost.

Recommended Motion: Authorize the Mayor to execute the attached Phase 2 Scope of Services agreement between the Town of Lake Park and Simmons & White, Incorporated.

Exhibit "G"
4/17/13

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: April 17, 2013 **Agenda Item No.** Tab 11

Agenda Title: Discussion About the Pending Site Plan for the Palm Beach County Scrub Area

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

Approved by Town Manager DSS **Date:** 3/28/13

DALE S. SUGERMAN / TOWN MANAGER
Name/Title

Originating Department: **Commissioner Michael O'Rourke**	Costs: $ **0.00** Funding Source: Acct. # N/A [ ] Finance _____	**Attachments:** **NONE**
Advertised: Date: _____ Paper: _____ [X] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone_____ or Not applicable in this case ____ **Please initial one.**

Summary Explanation/Background:

At the March 20, 2013 Town Commission meeting Commissioner O'Rourke asked that a future agenda have the topic of the pending site plan approval for the Palm Beach County Scrub Area Nature Center and parking lot placed on it for further discussion by the Town Commission.

Recommended Motion:

None, as this is just a topic for discussion.

Ordinance on First Reading

TAB 4

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **May 1, 2013** **Agenda Item No.** Tab 4

Agenda Title: Amending the Code of Ordinances Changing the Starting Time for Commission Meetings of the Town of Lake Park

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

Approved by Town Manager _____ **Date:** 4/12/13

Vivian Mendez – Town Clerk
Name/Title

Originating Department: **Town Clerk**	Costs: $ 0.00 Funding Source: Acct. # [ ] Finance _____	**Attachments:** **Ordinance**
Advertised: Date: _____ Paper: _____ **[X] Not Required on first reading**	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 **during first reading.** *VM* **Please initial one.**

Summary Explanation/Background: **During the April 5, 2013 Commission Orientation Workshop the Commission discussed changing the start time of the Commission meetings. The Commission by consensus directed staff to prepare an Ordinance amending the Town Code to change the starting time of Commission meetings from 7:00 p.m. to 6:30 p.m.**
Recommended Motion: **Approval of Ordinance 06-2013 on First Reading.**

ORDINANCE NO. 06-2013

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, DIVISION 2, SECTION 2-51, OF THE TOWN CODE ENTITLED "MEETINGS" TO CHANGE THE TIME OF MEETINGS OF THE TOWN COMMISSION; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida is a duly constituted municipality having the power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town Commission has adopted a municipal Code of Ordinances, which contains among other matters, provisions pertaining to officials elected to the office of Town Commission and to the meetings of those officials; and

WHEREAS, the Town Commission has determined it is in the best interests of the Commission and the residents, businesses and property owners of the Town to change the meeting time of the Town Commission from 7:00 pm to 6:30 pm on the first and third Wednesday of the month.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1. The whereas clauses are incorporated herein as the legislative findings of the Town Commission.

Section 2. Article II, Division 2, Section 2-51, entitled "Schedule" of the Town Code is hereby amended to read as follows:

DIVISION 2. MEETINGS*

Sec. 2-51. Schedule.

All meetings of the town commission shall be scheduled as follows:
(1) Meetings of the town commission shall be conducted on the first and third Wednesdays of each month commencing at ~~7:00~~ 6:30 p.m.
(2) The regular and special meetings and workshops of the town commission shall be adjourned on or before 11:00 p.m. on the date when the meeting convened.
(3) Special meetings of the town commission shall be scheduled, with at least 48 hours' public notice, upon majority vote of its members at any regular meeting.
(4) Emergency meetings of the town commission shall be conducted on the call of the mayor, the vice-mayor in the mayor's absence, or a majority of its members upon, whenever practical, not less than 12 hours' written notice to each member, the town manager, the town clerk, the town attorney and the public. Said notice shall contain a brief description of the nature and necessity of the emergency meeting and shall be undersigned by the official calling for same. The first order of business at any emergency meeting shall be a restatement and detailed explanation of the nature and necessity of the meeting, for the record, by the presiding official. Such meetings shall be called only in response to a matter requiring commission action which, if unaddressed prior to the next regularly scheduled meeting, is likely to result in serious harm or loss to the town.
(5) Workshop meetings of the town commission shall be scheduled upon majority vote of its members at any regular or special meeting for the purpose of planning, discussion, and study. No official action shall be taken by the town commission at such meetings.
(6) The town commission may, by resolution adopted at any regular meeting, cancel or reschedule any subsequent regular meeting.
(7) In the event a special or workshop meeting of the Commission is scheduled on the Commission's regular meeting date, the Commission may begin its regular meeting immediately following the adjournment of the special or workshop meeting or as soon thereafter as the Commission deems appropriate provided the notice of the special or workshop meeting has stated the Commission's intention to do so.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4. Repeal of Laws in Conflict. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Codification. The Sections of the Ordinance may be renumbered or re-lettered to accomplish such, and the word "Ordinance" may be changed to "section", "article", or any other appropriate word.

Section 6. Effective Date. This Ordinance shall take effect immediately upon adoption.

NEW BUSINESS

TAB 5

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: **May 1, 2013** **Agenda Item No.** Tab 5

Agenda Title: Evaluation of the J.E.S. Production and Design Proposal for Park Avenue at Night

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

Approved by Town Manager _____ **Date:** 4/16/13

DALE S. SUGERMAN / TOWN MANAGER
Name/Title

Originating Department: **Town Manager**	Costs: $ 0 Funding Source: Acct. # [ ] Finance _____	**Attachments:** **J.E.S. Production and Design Proposal** **Current Contract**
Advertised: Date: _____ Paper: _____ **[X] Not Required**	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone *Vivian Mendez* or Not applicable in this case ____ **Please initial one.**

Summary Explanation/Background: On January 16, 2013 the Commission approved a contract with J.E.S. Production and Design for the coordination of a weekly Saturday night event on Park Avenue. The Commission included one condition which was that the event be reevaluated in 90 days. The current contract will expire on May 11, 2013.

The new proposal has a few modifications as follows: 1) J.E.S. Production and Design would like to change the event to bi-weekly Saturdays instead of weekly Saturdays; 2) this contract period would be from May 2013 through July 2013; 3) the events would begin at 6:00 p.m. and last until 10:00 p.m. instead of from 5:00 p.m. through 9:00 p.m.; and 4) J.E.S. Production and Design is requesting that all permit fees be waived, currently only signage permit fees have been waived.

Recommended Motion: Approve proposal

J.E.S PRODUCTION & DESIGN

Proposal
Submitted to:
The Town of Lake Park and Lake Park CRA
Park Avenue @ Night

Prepared by:
Jennifer Spicer

J.E.S Production & Design
PO Box 530013
Lake Park, FL. 33403
(561) 633-6034
jesprodesign@gmail.com

Submitted on
April 15, 2013

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1. PROPOSED EVENT

In the course of this project we will deliver the following at no cost to the Town of Lake Park

- **Park Avenue @ Night**

The proposed event will take place on a bi-weekly basis, every other Saturday, during the months of May, June and July. The hours will be 6:00 pm until 10:00 pm. J.E.S Production and Design will focus in providing and attracting the following vendors:

1. Arts & Crafters
2. Vegetables
3. Food Trucks
4. Miscellaneous vendors
5. Music

2. OBJECTIVES

We have analyzed the Town of Lake Park, and believe the following objectives must be achieved.

- Generating and Increasing additional pedestrian traffic
- Attracting new businesses and retaining current merchants
- Exposing businesses to new spectators

3. REQUIREMENTS

J.E.S Production & Design has identified the following requirements that should be met in order to Complete this event successfully.

- All events coordination will need to be promoted in " ***The Town of Lake Park's webpage/newsletter or any advertising materials that the Town may provide to the community and businesses***
- ***The Town of Lake Park*** shall allow J.E.S Production & Design to market and involve all current businesses within their municipality
- ***PBSO Department/Security-*** *Services provided by the Town of Lake Park*
- ***Trash control provided by The Department of Public works-*** Paid by J.E.S Production & Design
- ***Banners installation & Signage Permits-*** Banners will be provided by J.E.S Production & Design, at no cost to the Town of Lake Park and installed by The Town of Lake Park Public Works department at no cost to: J.E.S Production & Design. In addition, the Town of Lake Park will waive all signage permits fees.
- ***Event Permit-*** J.E.S Production & Design is requesting from the Town of Lake Park and Lake Park CRA to waive the Special Events permit fees until the event grows to be successful and with consistent spectators.

The following fees are to be collected and paid solely to: Event Coordinator/ J.E.S Production & Design.

- Vendor Fees
- Income From All Sponsorships Participation
- And any or all proceeds from all scheduled events coordinated by: J.E.S Production & Design

4. WHY CHOOSE "J.E.S PRODUCTION & DESIGN

When comparing our capabilities and our proposed solution, the benefits are:

- Knowledge and appreciation of the area
- Cost effective
- Extensive marketing for the Town of Lake Park.
- Flexibility and reliability
- Prior event coordination knowledge

5. *COMPANY'S BACKGROUND*

Founded in January 2007 as ***J.E.S Production & Design,*** our events marketing and coordination is known for its success and business exposure. We have been quite successful in attracting spectators, vendors and event sponsors.

J.E.S Production & Design currently, markets throughout the State of Florida. It has won respect, recognition and popularity for its success.

Mission Statement

The company's mission is to identify and select the best possible marketing tools, to assure success and positive feedback for the community, from the businesses and the spectators.

SERVICES PROVIDED

- Event Coordination
- Sponsorship Involvement
- Vendor Selection
- Full Entertainment
- Event Marketing/Advertising
- Volunteer recruitment

6. *SUCCESS STORIES/TESTIMONIALS*

- Palm Beach Post newspaper- On the Community Section
- www.pbpulse.com- Events section
- The Weekender- Is a local publication that has been distributed throughout Northern and Central Palm Beaches
- Vendor/Spectators- upon request
- On Line websites- www.floridaevents.com, www.seafood.com, www.wheretheshowsare.com, www.events.com, www.festivalsandevents.com, etc.

SERVICE AGREEMENT

THIS SERVICE AGREEMENT (Agreement) is made by and between the TOWN OF LAKE PARK, with an address of 535 Park Avenue, Lake Park, Florida 33403 ("Town") and Jennifer Spicer d/b/a J.E.S. Production & Design, with an address of P.O. Box 530013, Lake Park, Florida 33403 ("Provider").

1. SERVICES. Provider shall provide to the Town certain Event Management Services for a Lake Park Green Market [AKA Lake Park at Night] (the Event) as set forth in Exhibit "A" ("Services"), attached hereto and incorporated herein. Provider shall render the Services in a diligent, careful, and thorough manner consistent with good business practice. Time shall be of the essence with respect to all matters set forth in this Agreement.

2. TERM. The Event shall begin no later than February 16, 2013 and shall continue weekly until May 11, 2013. The Commission may, in its sole discretion elect to renew, or extend the term upon a written amendment executed by the parties.

3. COMPENSATION.

In consideration of the satisfactory performance of the Services by Provider, the Provider's only compensation shall be the fees Provider collects from sponsorships, vendors, and leasing fees (collectively referred to as "revenue") it receives. Provider shall be responsible for collecting this revenue.

4. COMPLIANCE WITH LAWS. In conducting the Services under this Agreement, Provider shall comply in all material respects with all applicable federal, state, county, and town laws rules and regulations. Provider shall obtain Business Tax Receipts from Palm Beach County and the Town of Lake Park and shall submit copies of same to the Town Manager. If Provider is doing business under a fictitious name, Provider shall submit a copy of this documentation to the Town Manager.

4. INDEPENDENT CONTRACTOR. Provider acknowledges and agrees that it is an independent contractor of the Town and is not an employee of the Town. Provider more specifically acknowledges that: it will not be eligible to participate in any employee health, retirement, or other benefit programs maintained by the Town; will not be covered by the town's workers' compensation insurance; will be solely and exclusively responsible for payment of all federal and state income, social security, unemployment and disability taxes due in respect of all compensation and/or other consideration paid by the Town to Provider hereunder. Provider acknowledges that it shall have no authority to bind the Town to any contractual or other obligation whatsoever.

5. RIGHT TO AUDIT. Provider shall maintain adequate records for the Services performed under this Agreement. The Town shall have the right to audit Provider's books and records, at the Town's expense, upon prior notice, with regard to the Services provided to the Town hereunder.

6. INSURANCE.

Provider shall maintain, in a company or companies lawfully authorized to do business in Florida, General Liability insurance Coverage (Coverage) of $1,000,000.00 per occurrence, $2,000,000.00 aggregate. The Coverage shall be maintained without interruption from the effective date of this Agreement and throughout this engagement. A Certificate evidencing the

Coverage shall be delivered to the Town prior to execution of this Agreement. The Certificate shall name the Town as an "Additional Insured" and shall be dated and show the name of the insured Provider, the name of the insurer, the number of the policy, its effective date, and its termination date.

7. INDEMNITY. Provider agrees to indemnify, save and hold harmless the Town, its elected and appointed officers, agents and employees, from any claim, demand, suit, loss, cost or expense for any damages that may be asserted, claimed or recovered against or from the Town, its officials, agents, or employees by reason of any damage to property or personal injury, including death and which damage, injury or death arises out of or is incidental to or in any way connected with Provider's performance of the Services or caused by or arising out of any act, omission, default or negligence of Provider in the provision of the Services under this Agreement; or the violation of federal, state, county or municipal laws, ordinances or regulations by Provider. This paragraph shall not be construed to require Provider to indemnify the Town for its own negligence, or intentional acts of the Town, its agents or employees. This clause shall survive the expiration or termination of this Agreement.

8. NOTICE. All written notices, demands and other communications required or provided for under this Agreement shall be sent by certified mail, return receipt requested, postage prepaid, in the case of mailing, or by overnight or same day courier, or by electronic transmission producing a written record, or hand delivered to Provider at the address on the first page of this Agreement, or to the Town, at the address on the first page of this Agreement, to such other address or person as shall be designated by either party in a written notice given in the manner required hereby.

9. SALES TAX. Provider understands that in performing the Services for the Town, Provider is not exempt from paying sales tax to Provider's suppliers for materials required for Provider to perform under this Agreement. Provider shall not be authorized to use the Town's tax exemption number for purchasing supplies or materials.

10. NON-DISCRIMINATION. Neither the Town nor Provider shall discriminate against any employee or applicant for employment or in the provisions of Services because of race, color, religion, sex, gender identity or expression, national origin, age, disability, familial status, marital status or sexual orientation, or any other factor which cannot be lawfully used as a basis for service delivery.

11. ASSIGNMENT. This Agreement requires the personal skills and experience of Provider and may not be assigned by Provider without the written approval of the Town. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, personal representatives, successors and permitted assigns.

12. PUBLIC ENTITY CRIMES ACT. Provider represents that the execution of this Agreement will not violate the Public Entity Crimes Act (Section 287.133, Florida Statutes), and certifies that Provider and its subcontractors under this Agreement have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within 36 months from the date of submitting a proposal for this Agreement or entering into this Agreement. Violation of this section may result in termination of this Agreement and recovery of all monies paid hereto, and may result in debarment from Town's competitive procurement activities.

13. GOVERNING LAW. This Agreement shall be construed and interpreted, and the rights of the parties hereto determined, in accordance with Florida law. The Town and Provider submit to the jurisdiction of Florida courts and federal courts located in Palm Beach County, Florida. The parties agree that proper venue for any suit concerning this Agreement shall be in the 15th Circuit

Court in and for Palm Beach County, Florida, or the United States District Court for the Southern District of Florida. TO ENCOURAGE PROMPT AND EQUITABLE RESOLUTION OF ANY LITIGATION, EACH PARTY HEREBY WAIVES ITS RIGHTS TO A TRIAL BY JURY IN ANY LITIGATION RELATED TO THIS AGREEMENT.

14. SEVERABILITY. In the event that any sentence, section, paragraph or portion of this Agreement shall be held by a court to be invalid for any reason, such invalidity shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect.

15. WAIVER. Any waiver by either party hereto of any one or more of the covenants, conditions, or provisions of this Agreement, shall not be construed to be a waiver of any subsequent or other breach of the same or any covenant, condition or provision of this Agreement.

16. ENTIRE AGREEMENT. This Agreement embodies the entire agreement and understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, oral or written, relating to said subject matter. This Agreement may only be modified by written amendment executed by the CRA and Provider.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year last executed below.

ATTEST:

By: _____
Vivian Mendez, Town Clerk

TOWN OF LAKE PARK SEAL FLORIDA

TOWN OF LAKE PARK

By: _____
James Dubois, Mayor

Date: 1/24/13

Approved as to form and legal sufficiency

By: _____
Thomas J. Baird, Town Attorney

Date: 2/6/2013

PROVIDER:

By: _____

Print Name: Jennifer Spicer

Title: Owner

EXHIBIT 'A'
SERVICES

J.E.S. Production and Designs will provide the following:

1) The event will take place each Saturday during the contract period from 5:00 pm until 9:00 pm beginning on Saturday, February 16, 2013.
2) Specific services provided include:
    a. Event coordination.
    b. Sponsorship involvement.
    c. Vendor selection.
    d. Full entertainment.
    e. Event marketing/advertisement.
    f. Volunteer recruitment.
3) J.E.S. Production and Design will focus in attracting the following vendors:
    a. Vegetables.
    b. Food.
    c. Arts & Crafters.
    d. Miscellaneous vendors.
4) The event will be promoted by J.E.S. Production & Design through:
    a. The Community Section of the *Palm Beach Post* newspaper;
    b. The Events Section of www.pbpulse.com.
    c. The Weekender.
    d. On-line websites, including:
        i. www.floridaevents.com.
        ii. www.seafood.com.
        iii. www.wheretheshowsare.com.
        iv. www.festivalsandevents.com.
5) Trash control will be paid for by J.E.S. Production & Design via a contract with the Town of Lake Park Sanitation Division of the Public Works Department.
6) Banners for promotion of the event will be provided by J.E.S. Production and Design.