

AGENDA

Lake Park Town Commission
 Town of Lake Park, Florida
 Regular Commission Meeting
 Wednesday, June 3, 2009,
 Immediately following the
 Special Call CRA Board Meeting,
 Lake Park Town Hall
 535 Park Avenue

Desca DuBois	—	Mayor
Jeff Carey	—	Vice-Mayor
Edward Daly	—	Commissioner
Patricia Osterman	—	Commissioner
Kendall Rumsey	—	Commissioner
.....		
Maria V. Davis	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian M. Lemley	—	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**
- B. **INVOCATION**
- C. **PLEDGE OF ALLEGIANCE**
- D. **ROLL CALL**
- E. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- F. **CERTIFICATE OF APPRECIATION(S):**
 - Chick-Fil-A
 - CiCi's Pizza
 - Mos' Art Theatre
- G. **PRESENTATION:**
Legislative Report Presented by Fausto Gomez

H. PUBLIC and OTHER 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.

- I. 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.**

For Approval:

- | | |
|--|-------|
| 1. Regular Commission Meeting Minutes of May 6, 2009 | Tab 1 |
| 2. Legal Employment Consulting Services | Tab 2 |

J. DISCUSSION AND POSSIBLE ACTION:

- | | |
|--|-------|
| 3. Installation of Swimming Pool at One Park Place | Tab 3 |
|--|-------|

K. COMMISSIONER COMMENTS, TOWN ATTORNEY, TOWN MANAGER:

L. ADJOURNMENT:

Certificates Of Appreciation

Town of Lake Park Town Commission
Agenda Request Form

Meeting Date: June 3, 2009

Agenda Item No.

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

SUBJECT: Easter Egg Hunt Donations.

RECOMMENDED MOTION/ACTION:

Staff recommends recognition of the following Businesses with a Certificate of Appreciation for donating prizes for this year's Annual Easter Egg Hunt.

Approved by Town Manager *H. Davis* Date: 5/30/09

Name/Title

Date of Actual Submittal

Originating Department: Parks & Recreation	Costs: \$ 0 Funding Source: Acct. #	Attachments: Memo
Department Review: <input checked="" type="checkbox"/> Parks & Recreation <i>GD</i> <input type="checkbox"/> Community Development <input type="checkbox"/> Finance	<input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Human Resources _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case _____: Please initial one.

Summary Explanation/Background: Staff would like to thank the following Lake Park Businesses which donated items for the 2009 Easter Egg Hunt.

- | | |
|---|-----------------------------------|
| <u>(Josh Perry) Mosart Theatre</u> | donated 300 Easter Bunny Baskets. |
| <u>(Neil Hannon) Chik-fil-A</u> | donated 75 Free Kids Meals |
| <u>(Ashton Irons) CiCi Pizza</u> | donated 6 Free Kids Buffets. |



TOWN OF LAKE PARK

CERTIFICATE OF APPRECIATION

is hereby granted to

CiCi's Pizza

*for Donating Six Free Kids Meals in Support of
the Town of Lake Park 2009 Easter Egg Hunt*

Awarded: June 3, 2009

Mayor Desca Dubois



TOWN OF LAKE PARK

CERTIFICATE OF APPRECIATION

is hereby granted to

Chick-fil-A

*for Donating 75 Free Kids Meals in Support of
the Town of Lake Park 2009 Easter Egg Hunt*

Awarded: June 3, 2009

Mayor Desca Dubois



TOWN OF LAKE PARK

CERTIFICATE OF APPRECIATION

is hereby granted to

Mos' Art Theatre

*for Donating 300 Easter Baskets in Support of
the Town of Lake Park 2009 Easter Egg Hunt*

Awarded: June 3, 2009

Mayor Desca Dubois

Presentation

**Town of Lake Park Town Commission
Agenda Request Form**

Meeting Date:

Agenda Item No.

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING
<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input checked="" type="checkbox"/> Other: Presentation | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD
<input type="checkbox"/> CONSENT AGENDA |
|--|---|

SUBJECT: Legislative Report by Intergovernmental Consultant Fausto Gomez

RECOMMENDED MOTION/ACTION:

Approved by Town Manager

W. P. Davis

Date:

5/22/09

Name/Title

Date of Actual Submittal

Originating Department: Town Manager	Costs: \$ Funding Source: Acct. #	Attachments:
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case _____: Please initial one.

Summary Explanation/Background: Consultant Fausto Gomez will provide the Town Commission with a brief update on the Legislative Session.

Consent Agenda

TAB 1

**Town of Lake Park Town Commission
Agenda Request Form**

Meeting Date: June 3, 2009

Agenda Item No.

- | | |
|---|--|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input checked="" type="checkbox"/> CONSENT AGENDA |
|---|--|

SUBJECT: Regular Commission Meeting Minutes of May 6, 2009.

RECOMMENDED MOTION/ACTION: Approve the Regular Commission Meeting Minutes of May 6, 2009.

Approved by Town Manager W. Davis Date: 5/19/09
 Deputy Clerk Jordan Shupe Date of Actual Submittal 5/15/09

Originating Department: Town Clerk	Costs: \$ N/A Funding Source: Acct. #	Attachments:
Department Review: <input type="checkbox"/> City Attorney <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input checked="" type="checkbox"/> Town Clerk <u>YML</u> <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <u>x</u> _____: Please initial one.

Summary Explanation/Background:



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
May 6, 2009 8:25 p.m.

Town Commission Chambers, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, May 6, 2009 at 8:25 p.m. Present were Mayor DuBois, Vice-Mayor Carey, Commissioners Rumsey, and Osterman. Attorney Thomas Baird, Town Clerk Vivian Lemley, and Town Manager Maria Davis. Commissioner Daly was absent.

Mayor DuBois led the Invocation and the Pledge of Allegiance.
Town Clerk Vivian Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

The Public Comment portion of the meeting was moved after the Proclamation portion of the meeting. Safety March was added to the Discussion portion of the meeting. Item #8 was pulled from the Consent Agenda.

Motion: A motion was made by Commissioner Osterman to approve the Agenda as modified; Commissioner Rumsey made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Rumsey	X		
Commissioner Daly			Absent
Commissioner Osterman	X		
Vice-Mayor Carey	X		
Mayor DuBois	X		

Motion passed 4-0.

PROCLAMATIONS

Employee of the Year Janet Perry

Mayor DuBois read the Proclamation to Janet Perry.

Janet Perry accepted her Proclamation and thanked her parents, the Commission and Town Manager Maria Davis.

National Public Works Week

Mayor DuBois read the Proclamation to the Public Works Department.

The employees of the Public Works Department accepted their Proclamation and thanked the Commission.

Town Manager Maria Davis introduced Howard Butts who was in charge of all of the facilities in the Town, the maintenance of the signs, roads, storm water systems, and sidewalks. Verdree Patterson was responsible for the landscaping throughout the Town and its parks. Jackie Harris handled commercial sanitation. Eddie Cowart was responsible for residential sanitation. Paul Mathis was responsible for keeping all equipment and trucks running and Kim Alexander as keeping the entire Public Works Department running smoothly.

PUBLIC and OTHER COMMENT

Genanne Doughty, 1008 7th St. – thanked everyone for their efforts in getting the Library State Aid Fund. She explained the history of the National Day of Prayer and invited everyone to attend a prayer service in front of Town Hall on May 7, 2009 at 12:00 a.m.

Tomas Boiton, 1406 Flagler Blvd. – thanked Commissioner Rumsey for inviting him. He explained his background as a transportation consultant for non-profits and the founder of an organization called Citizens for Improved Transit that had over 2000 advocates in Palm Beach County. He was looking to obtain the Freedoms Grant and to hire a mobility management position. The goal of the grant was to get an assessment of all of the different transit programs in the county and see where there were gaps and work to develop pilot programs to fill in those gaps and get better transit for the transportation disadvantaged population. He gave a brief overview of all the various boards that he was a member of. He asked for a letter of support from the Town and he provided a copy of a sample letter and his resume to the Commission. He explained that he would need a letter of support by the end of the following day. He stated that he would greatly appreciate the Town's support.

Mayor DuBois asked by what time on the following day Mr. Boiton would need the letter of support.

Mr. Boiton stated that he would need the letter by the evening of the following day. The grant application deadline was due by 12:00 a.m. on Friday.

Mayor DuBois asked Mr. Boiton to read the sample letter.

Mr. Boiton read the sample letter of support.

Commissioner Osterman stated that she did not know Mr. Boiton's reputation and would

approve the letter of support as long as his reputation was confirmed.

Vice-Mayor Carey stated that the Commission was not putting their reputation at stake but only providing support for Mr. Boiton to obtain a grant.

Commissioner Rumsey stated that he had met Mr. Boiton at the end of the FEC Presentation that was previously given at a prior Commission Meeting. They exchanged business cards at the meeting and he had since been on his e-mail list. He learned about Mr. Boiton's efforts to improve transportation and make people aware of the different types of transportation that can be used in the community. He invited Mr. Boiton to come to the meeting and request the letter of support.

Commissioner Osterman stated that she would support the letter.

Mayor DuBois stated that she would sign the letter once it was written.

Public Comment Closed.

Motion: A motion was made by Commissioner Rumsey to approve a letter of support from the Town with the Mayor's signature for Mr. Tomas Boiton; Vice-Mayor Carey made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Rumsey	X		
Commissioner Daly			Absent
Commissioner Osterman	X		
Vice-Mayor Carey	X		
Mayor DuBois	X		

Motion passed 4-0.

PRESENTATION

Greater Palm Beach Area American Red Cross – Larry Casey

Mr. Casey thanked the Commission and congratulated the Town for all the exciting things they were doing to improve the Town. He gave an overview of the American Red Cross and its functions and programs. He stated that he had a conversation with the representative of Mos' Art Theatre regarding finding a way to do an American Red Cross Hurricane Awareness Meeting

to bring people to the theatre. He was looking forward to working with the Town of Lake Park.

Mayor DuBois thanked Mr. Casey for his presentation.

CONSENT AGENDA:

1. Regular Commission Meeting Minutes of March 18, 2009
2. Regular Commission Meeting Minutes of April 1, 2009
3. Attorney-Client Session Minutes of April 15, 2009
4. Regular Commission Meeting Minutes of April 15, 2009
5. Notification of Change Order to Bellingham Marine for the South Breakwater Project
6. Award of Contract to A Great Fence, LLC, for the Ball Field Security Fencing Bid
7. Adoption of Revised Marina Dockage Agreement
8. Resolution No. 19-05-09 Grant application for Florida community Trust
9. Proclamation Honoring Arbor Day

Motion: A motion was made by Commissioner Rumsey to approve item numbers 1 through 7 and item number 9 of the Consent Agenda; Vice-Mayor Carey made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Rumsey	X		
Commissioner Daly			Absent
Commissioner Osterman	X		
Vice-Mayor Carey	X		
Mayor DuBois	X		

Motion passed 4-0.

DISCUSSION & POSSIBLE ACTION

Private Lamp Post Grant Program

Town Manager Maria Davis explained how the Lamp Post Grant Program idea originated and introduced Community Development Director Patrick Sullivan to give a presentation.

Community Development Director Patrick Sullivan explained the purpose of the Lamp Post Grant Program. He stated that the average installation fee for one lamppost would be between \$700 and \$900. If the Town provided a \$200 to \$250 grant toward the installation, a homeowner would spend an average of \$500 per lamppost. He researched the number of units in the Town

and found that there were approximately 1450 single family or duplex units and that did not include apartment units. He stated that out of the 1450 units approximately 900 were homesteaded properties and the rest were rental units. He researched the cost exposure to the Town and found that it would cost approximately \$9000 for 45 homes if the Town put in \$200 toward the cost. If 100% of the 900 homesteaded properties participated, it would cost the Town approximately \$180,000. He attempted to figure out how much money the Town would need to put aside for the program and a key issue that arose was how to provide an equitable distribution throughout the community. He stated that there were 114 square blocks in which all of the Town's single family homes were located. Not all of the property owners would participate in the program. He estimated that if one lamppost were installed per block, it would cost the Town approximately \$23,000. One lamppost per square block did not give very good coverage. He discussed the different options the Town would have in providing funds for the program and the different options for the installation of the lampposts and what requirements the Town would need to implement for the installations. He discussed the various issues and obstacles that may come up with the program and asked the Commission to consider those issues.

Mayor DuBois asked if there were any outside grants that may be utilized for the lamppost program.

Community Development Director Patrick Sullivan stated that he was not aware of any outside grants. He stated that there were areas of Lake Park that were very poorly lit and something would need to be done about it.

Mayor DuBois asked if Grants Writer Virginia Martin would know of any programs that could be utilized for lighting in the Town.

Community Development Director Patrick Sullivan stated that he did not know of any programs for street lighting. The Town may have more success installing FPL street lights in the middle of blocks and may have more success in getting those funded.

Commissioner Rumsey stated that he spoke with a representative with FPL last week and they discussed the fact that FPL was working on a green initiative. There may be funding in the future for ecological lighting that the Town could apply for.

Public Comment Open

Bert Bostrom, 1451 Flagler Blvd. – stated that she did not think it would be cost effective to the Town to fund a lamppost program considering the issues with the economy and the upcoming hurricane season. She stated that she has a light in front of her house that she pays for monthly which costs her approximately \$59 per month. She stated that using Town money to fund a lamppost program would not be beneficial to the Town.

Public Comment Closed.

Commissioner Rumsey stated that he brought the lamppost program idea to the Commission two meetings ago. When he had been out speaking to the community and the number one complaint

he heard was that there was not enough lighting in the Town. There was not enough money to put street block lighting throughout the Town. The idea of a grant program to assist residents with installing lighting on their properties had been presented to him. He stated that the program was not intended to fund the installation of lampposts entirely. He asked Community Development Director Patrick Sullivan what was in the Community Beautification Fund in October 2008 when the budget was passed.

Community Development Director Patrick Sullivan stated that there was approximately \$80,000 in the fund at the beginning of the budget year and there was approximately \$71,000 currently in the fund.

Mayor DuBois explained what the Community Beautification Fund was used for.

Town Manager Maria Davis reminded Commissioner Rumsey that the Commission just approved \$7100 to come out of the Community Beautification Fund for the Ball Field Security Fence.

Commissioner Rumsey stated that approximately \$14,000 was spent from the original \$80,000 in the fund. He asked how much was spent from the fund last year.

Community Development Director Patrick Sullivan stated that he did not know how much was spent from the fund last year but recommended that an \$8000 cushion be left in the fund which would leave enough to cover the costs for those residents who may need funding every year.

Commissioner Rumsey asked if Mr. Sullivan researched how many homes throughout the Town presently have street lamps.

Community Development Director Patrick Sullivan stated that he did not count how many lampposts were currently in place.

Commissioner Rumsey stated that there were approximately 150 lampposts already in place that could be counted out of the funding needed to install the new additional lampposts. It was important because the lighting was a public safety issue and those residents who need help funding the lamppost would be willing to come up with the money necessary. The grant should be set to last through the end of the budget year and not extend it indefinitely.

Vice-Mayor Carey stated that residents were allowed to install their own lighting on their property. He put more lighting on his property. It was not cost effective to remove funds from the Community Beautification Fund and recommended waiving the permit fee as an incentive for installing a lamppost in resident's yards.

Discussion ensued between the Commissioners regarding the proposed lamppost program and the possible incentives and issues that may arise.

Town Manager Maria Davis stated that the Town had a Streets Budget which has been used for sidewalk replacement repair. She spoke with CRA Engineer Richard Pittman regarding doing a

long range program for adding street lights such as one pole in the middle of a block. She proposed bringing an analysis back to a future Commission meeting for the Commission's review. She agreed that lighting in the Town was an issue and the Town's funds may need to be prioritized in order to make the installation of additional street lighting possible.

Commissioner Rumsey stated that it was his goal to begin conversation and research into implementing more street lighting in the Town.

Mayor DuBois asked for a consensus.

The Commission came to consensus to waive the permit fee for the residential installation of lampposts.

Volunteer Dinner Food

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Vice-Mayor Carey to approve the least expensive restaurant to cater the Volunteer Dinner; Commissioner Rumsey made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Rumsey	X		
Commissioner Daly			Absent
Commissioner Osterman	X		
Vice-Mayor Carey	X		
Mayor DuBois	X		

Motion passed 4-0.

Overflow Parking Alternatives at the Marina

Town Manager Maria Davis stated that the Commission needed to look at alternative parking for the Marina. The Marina had been getting a lot of activity and there was inadequate parking. She identified four options for alternative parking at the Marina.

CRA Project Manager Richard Pittman gave a PowerPoint presentation (see Exhibit "A") that explained the different options for additional parking. The first option was to add 15 additional parking spaces that would empty into the Dunkin Donut store area. The cost of materials for option one would be approximately \$7500. An additional 14 parking spaces could be added to the North end of the existing parking lot of the Marina at a cost of approximately \$20,500. Another option would be to widen each edge of the angled parking spaces at the Marina by two feet which would add an additional 18 parking spaces at a cost of approximately \$11,000. Lastly the asphalt on the angled parking could be widened by 10 feet on each side of the water retention at the Marina which would provide 28 parking spaces at a cost of approximately \$29,700.

Vice-Mayor Carey asked if the additional parking encroachment of the water retention would affect the drainage.

Mr. Pittman stated that the retention pond could be encroached by 10 feet with very little consequence. He explained the process of widening the asphalt and the effects that it would have on the retention pond.

Vice-Mayor Carey stated that the immediate solution would be to add the additional 15 parking spaces near Dunkin Donuts for \$7500.

Town Manager Maria Davis stated that phase two of construction at the Marina would add eight additional boat slips and Charter Boats were being considered for the Marina which would require more parking. She recommended starting with the additional 15 parking spaces near Dunkin Donuts.

Commissioner Rumsey asked if staff had spoken to a representative of Dunkin Donuts about the proposed parking spaces.

Mr. Pittman explained that he provided a roadway through the Dunkin Donuts parking lot in the parking space proposal for those cars utilizing the additional parking spaces.

Town Manager Maria Davis stated that another option was discussed which was to use a few parking spaces at the end of the parking spaces at the Marina and to add a turnaround to exit out.

Mr. Pittman stated that he preferred one way out because of a bridge abutment. He did not recommend a turnabout for safety reasons.

Mayor DuBois asked about the aesthetics of the additional parking.

Town Manager Maria Davis stated that the parcel that they were proposing to add the additional parking currently looked horrible.

Discussion ensued between the Commissioners regarding the proposals for additional parking for the Marina.

Commissioner Rumsey asked Marina Director Michael Pisano how many parking spaces were needed at the Marina.

Marina Director Michael Pisano stated that he would like to have 30 additional parking spaces at the Marina.

Town Manager Maria Davis stated that there was a possibility of 12 parallel parking spaces on the north side of the Marina. She stated that the spaces would only need to be striped.

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Commissioner Osterman to approve 12 parallel parking spaces on the North side of the Marina and to widen each edge of the angled parking spaces by two feet to add an additional 18 parking spaces at a cost of \$11,000 and to explore the possibility of 15 additional parking spaces near the Dunkin Donuts store; Commissioner Rumsey made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Rumsey	X		
Commissioner Daly			Absent
Commissioner Osterman	X		
Vice-Mayor Carey	X		
Mayor DuBois	X		

Motion passed 4-0.

Approval of Calendar for July Commission Meeting and Budget Workshop

Town Manager Maria Davis stated that staff recommended a Budget Workshop on July 22, 2009 and July 15, 2009 as one Commission Meeting for the month of July.

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Commissioner Osterman to approve July 22, 2009 for the

Town's Budget Workshop and July 15, 2009 as the sole Commission Meeting for the month of July; Vice-Mayor Carey made the second.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Rumsey	X		
Commissioner Daly			Absent
Commissioner Osterman	X		
Vice-Mayor Carey	X		
Mayor DuBois	X		

Motion passed 4-0.

Safety March

Commissioner Osterman stated that Recreation Director Greg Dowling needed direction on how to proceed with a Safety March. She asked Commissioner Rumsey to explain the march.

Commissioner Rumsey explained the details and purpose of having a Public Safety Rally.

Commissioner Osterman recommended a series of marches to get residents involved and to go out to the different areas of the community. Mr. Dowling's schedule was booked through July. She stated that Mr. Dowling came up with the idea of kicking off the marches in the month of December which would mark the first anniversary of the death of Mr. Atilus, the ice cream man. Her idea was to do a series of walks and divide the community by quadrants, pick a route and have Citizens on Patrol, the Sheriff's Department and Community Watch involved by walking through the Town and handing out flyers with information about the various ways people can get involved. The event could be advertised in the Town's newsletter and the walks could be held on Fridays.

Commissioner Rumsey stated that he presented the idea of combining the weekly walks through the Town and publicizing a large event to celebrate the Town's Public Safety Officials. His only concern with pushing the events back to December was the fact that the Town was currently in the momentum of turning things around and taking the Town back by doing great things in the Town. The more that the Town could promote the good things the Town was doing the better off the Town would be.

Vice-Mayor Carey stated that the Sherriff's Office already does an annual fair at Kelsey Park to promote safety awareness. He expressed his concerns with walking the Town and passing out

flyers.

Commissioner Osterman addressed the concerns raised and stated that it would not be a door to door event but a march down the center of the streets with sirens and lights to draw people out and keep the march moving.

Mayor DuBois asked if Commissioner Osterman and Recreation Director Greg Dowling could bring back an event plan with dates included.

Commissioner Osterman stated that she and Mr. Dowling discussed the event in detail but had not decided whether or not to have the event on Park Avenue where people come to the event or have the march where they walk out into the community.

Vice-Mayor Carey asked if the discussions that Commissioner Osterman and Mr. Dowling had about the event included Captain Reece. He made suggestions on how to conduct the event.

Commissioner Rumsey stated that he would step out of the process of the Safety March Event and asked Commissioner Osterman and Recreation Director Greg Dowling to be responsible for putting the event together and coming back to the Commission with the details.

COMMENTS BY COMMISSION, TOWN MANAGER, TOWN ATTORNEY

Commissioner Daly

Absent

Vice-Mayor Carey

None

Mayor DuBois stated that the Atilus family welcomed a new baby girl named Fresline. She thanked the following people for their help in reinstating the Library State Aid Fund: Genanne Doughty, Jeff Carey, Kendall Rumsey, Joanne Doll, Josh, staff person from Representative Ron Klein's office, Priscilla Taylor, Representative William Snyder, Senator Jeff Atwater, Senator Ken Pruitt, Senator Chris Smith, Senator Bill Nelson, Representative Alstie Hastings, and Mel Martinez. Each and every person that makes a phone call or e-mail makes a difference. She thanked the Historical Society and L.J. Parker for giving her a DVD that the Lake Park Historical Society had made.

Commissioner Rumsey thanked staff for all of their hard work on e-blast and he looked forward to seeing the next one.

Commissioner Osterman stated that she liked the format of the Town's e-blast newsletter. She stated that she had the opportunity to patrol with Captain Reece and it was very enlightening to see the officers working. She was hoping to go out again and encouraged the other Commissioners to go should they get the opportunity.

Town Attorney Thomas Baird stated that the U.S. Justice Department was filing an amended complaint naming former Commissioner Balius and wanted to include newly elected Commissioner Rumsey. He stated that the amended Complaint would give the Town an additional 60 days to respond.

Town Manager Maria Davis announced that the Lake Park Summer Camp would begin on June 18, 2009 and if anyone wished to sign up their child for summer camp to please see Recreation Director Greg Dowling.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Osterman and seconded by Vice-Mayor Carey, and by unanimous vote, the meeting adjourned at 10:20 p.m.

Mayor DuBois

Deputy Clerk Jessica Shepherd

Town Clerk Vivian Lemley

Town Seal

Approved on this ___ of _____, 2009.

TAB 2

**Town of Lake Park Town Commission
Agenda Request Form**

Meeting Date: June 3, 2009

Agenda Item No.

- | | |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input checked="" type="checkbox"/> CONSENT AGENDA |
|---|---|

SUBJECT: Legal Employment Consulting Services

RECOMMENDED MOTION/ACTION: Approve

Approved by Town Manager

Handwritten signature: H. Davis

Date:

Handwritten date: 5/22/09

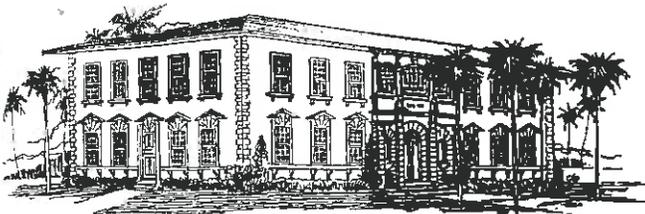
Name/Title

Date of Actual Submittal

Originating Department: Town Manager	Costs: \$6,900 Funding Source: HR Professional Services Acct. #	Attachments:
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case _____: Please initial one.

Summary Explanation/Background: The employment lawyer completed the handbook and part of the staff training. An area that the Manager failed to take into consideration when estimating the budget to re-write the handbook was the requirement to update a large number of existing employment/payroll type forms to comply with the newly adopted handbook. Staff is currently updating the forms; however, they need to be reviewed for legal sufficiency.

Additionally, there is still one more training session required for both senior staff and Public Works supervisors respectively. The last purchase order issued in June of 2008, copy attached, has been exhausted. Staff is requesting authority to increase the purchase order to cover expenses incurred and to finish the review of the forms and complete the last training sessions in the amount of \$6,900. The attorney provided the Town a very discounted rate of \$100 per hour for the handbook and training and has agreed to complete the aforementioned at that same rate. Although this amount is within the Manager's authority to approve, for transparency purposes, it is being forwarded to the Town Commission for approval.



LAKE PARK TOWN HALL

NATIONAL HISTORIC SITE

THE TOWN OF LAKE PARK

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

4861-4
 TO: PATRICIA D BASS, ESQUIRE
 7630 SW 64TH COURT
 SOUTH MIAMI, FL 33143

PURCHASE ORDER	
PURCHASE ORDER NUMBER	54517
DATE	06/19/08
DEPT. CODE	
REQUISITION NUMBER	
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST, AND CORRESPONDENCE.	

SEND INVOICE TO	DELIVER ITEMS TO	DELIVERY DATE
TOWN OF LAKE PARK DIRECTOR OF FINANCE 535 PARK AVENUE LAKE PARK, FL 33403	ADMINISTRATION/MARIA 535 PARK AVENUE LAKE PARK FL 33403	06/19/08

SPECIAL INSTRUCTIONS
 AGENDA CONSENT ITEM/COMMISSION APPROVAL 06/18/08

ITEM NO.	UNIT DESCRIPTION	ACCOUNT NUMBER	QUANTITY	UNIT PRICE	AMOUNT
1.	PROFESSIONAL EMPLOYMENT LAW SR NOT TO EXCEED \$10,000.000	105-31000	1.00	10000.00	10,000.00
				TOTAL	10,000.00

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

FEDERAL TAX EXEMPTION CERTIFICATE NO.
59-6000355

Deborah Dixon
 APPROVED DIRECTOR OF FINANCE

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

TAB 3

**Town of Lake Park Town Commission
Agenda Request Form**

Meeting Date: June 3, 2009

Agenda Item No.

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

SUBJECT: Installation of a Swimming Pool at One Park Place

RECOMMENDED MOTION/ACTION: Provide Direction to Staff

Approved by Town Manager *H. Davis* Date: 5/22/09

Name/Title

Date of Actual Submittal

Originating Department: Town Manager	Costs: \$N/A Funding Source: Acct. #	Attachments: Memorandum, Site Plan
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case _____: <i>Please initial one.</i>

Summary Explanation/Background: Staff has been contacted by Richard Ahrens who is interested in constructing a swimming pool next to the courtyard at One Park Place. He has requested that this request be treated as an "administrative change" to the site plan to avoid the lengthy and costly process of going through the boards.

Staff agrees that this change is small enough for staff to handle administratively, but in an abundance of caution, staff requests the Town Commission to provide direction to staff as to whether it wishes to authorize the installation of a pool.

Attached please find a site plan which depicts the location of the proposed pool.

**Town of Lake Park
Community Development Department**



"Jewel" of the Palm Beaches

Meeting Date: December 3, 2008
Memo Date: May 11, 2009

Patrick Sullivan, AICP, CED, Director

PS
5/11/09

To: Maria Davis

Re: One Park Place

Richard Ahrens would like to install a swimming pool next to the courtyard at One Park Place. He has requested that we review and approve as an administrative change to the site plan. He would like to avoid going through the boards as this will be time consuming and expensive.

He will have to reduce the size of the building in Phase II by 48 feet in order to have room for the pool.

Due to the sensitivity of this site I would not feel comfortable approving the pool as an administrative change unless the Town Commission has so directed me to do an administrative amendment.

I would agree with him that this change is small enough to do administratively if the Town Commission agrees.

Attached to this memo is a draft sketch of the proposed pool.

RECEIVED

MAY 12 2009

*Town Of Lake Park,
Office Of Town Manager*

Patrick Sullivan, AICP, CED, Director
Community Development Department
881-3319 fax 881-3323
psullivan@lakeparkflorida.gov