



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, September 3, 2014, 6:30 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, September 3, 2014 at 6:30 p.m. Present were Mayor James DuBois, Commissioners Erin Flaherty, Michael O'Rourke and Kathleen Rapoza, Town Manager Dale S. Sugerman, Attorney Thomas Baird, and Town Clerk Vivian Mendez. Vice-Mayor Kimberly Glas-Castro was absent.

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

Mayor DuBois asked for consensus from the Commission to move new business item number 8, A request from the event organizer of the Chili Cook-off to waive fees; extend the signage placement timeframe; and for the Town to be an in-kind sponsor, to the Special Presentation/Report section of the agenda.

The Commission gave consensus to move the new business item to Special Presentation/Reports.

SPECIAL PRESENTATIONS/REPORTS

- 8. A request from the event organizer of the Chili Cook-off to waive fees; extend the signage placement timeframe; and for the Town to be an in-kind sponsor.**

Robert Trepp presented the item (see attached Exhibit "A").

Commissioner Flaherty asked if the request was to place signs out 30 days before the event.

Mr. Trepp stated "yes".

Commissioner Flaherty asked how many signs would be placed around Town.

Mr. Trepp stated that there would be three banners. He explained that two banners would be placed on US1 and one on Park Avenue.

Commissioner Flaherty asked for clarification on what the Town's liability would be as a sponsor of the event.

Town Manager Sugerman stated that if the Town is a co-sponsor it exposes the Town's liability and it is likely that if there were an incident, the Town would be sued first due to the Town having "deep pockets".

Mr. Trepp clarified each item proposed to be waived.

Commissioner O'Rourke explained that if the event continues to be profitable, the Town would need to reconsider waiving fees in the future.

Mr. Roger Michaud, President of Lake Park Kiwanis introduced himself and gave a brief history of his involvement with Mr. Trepp and the events.

Motion: Commissioner O'Rourke moved to approve the waiving of fees; extending the signage placement timeframe; and for the Town to be an in-kind sponsor; Commissioner Rapoza seconded the motion.

Mr. Trepp asked for clarification on the use of the Lake Shore Park pavilion.

Mayor DuBois stated that Mr. Trepp should work with the administration on the use of the pavilion on the day of the event if it is available. Mr. Trepp offered that if the Town could rent the pavilion at least one week before the event, that it should be rented to a paying applicant and that he would forgo the use of the pavilion.

Vote on Motion:

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

PUBLIC COMMENT:

Paul Martin explained the benefits of the Town changing to solar energy.

CONSENT AGENDA:

1. Commission Budget Workshop Meeting Minutes of August 20, 2014.
2. Regular Commission Meeting Minutes of August 20, 2014.

Motion: Commissioner O'Rourke moved to approve the Consent Agenda; Commissioner Rapoza seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

PUBLIC HEARINGS - ORDINANCES ON FIRST READING:

3. Ordinance No. 12-2014 An Ordinance providing for the Town's consent to the inclusion of the Town into Palm Beach County's Fire/Rescue Municipal Service Taxing Unit (MSTU).

Town Manager Sugerman and Finance Director Blake Rane explained the item (see attached Exhibit "B") and showed an example of how the MSTU would appear on a tax bill if the Commission approves the same.

Public Comment Open:

None

Public Comment Closed:

Mayor DuBois asked questions about whether or not participation in the MSTU would modify the level of service currently provided to the Town by the County. Palm Beach County Fire Rescue Battalion Chief Mike Wells responded that the Town would not see any change in the Level of Service if the Town were to establish an MSTU.

Mayor DuBois stated that he has spoken to a number of subject matter experts about the impact of the Town establishing an MSTU and every individual he spoke with, including Palm Beach County Tax Collector Gary Nikolits said that there would be no negative impact to the Town if it were to do so.

The Mayor went on to say that there were a number of advantages to establishing the MSTU, including the fact that residents would be able to take advantage of early tax payment discounts as well as the fact that the MSTU tax is clearly a transparent disclosure on property owner's tax bills.

Motion: Commissioner O'Rourke moved to approve Ordinance 12-2014 on first reading; Commissioner Rapoza seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

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

PUBLIC HEARINGS - ORDINANCE ON SECOND READING:

4. Ordinance No. 11-2014 Amendment of Section 18-120 through 18-127 of the Code of ordinances related to special events.

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

Public Comment:

None

Public Comment Closed:

Motion: Commissioner Rapoza moved to approve Ordinance 11-2014 on second reading; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

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

NEW BUSINESS:

5. Resolution No. 26-09-14 Authorizing the Town Manager to renew for fiscal year 2015 the employee medical insurance through Florida Blue; the employee dental insurance through Metlife; the employee vision insurance through Metlife SafeGuard; and the contract with The Center for Family Services of Palm Beach County, Inc. for an employee assistance program.

Town Manager Sugerman and Human Resources Director Bambi Turner explained the item (see attached Exhibit "D").

Mayor DuBois mentioned that there were only two bidders this time around and noticed that in the past that there were more bidders than just two. He asked if there was any particular reason why this year there was only two bidders.

Shawn Fleming, Gehring Group answered that due to the marketplace being somewhat impacted by the Affordable Care Act, many insurance providers were being a bit more conservative in what they were willing to bid on and there just were not that many companies willing to bid this year. In addition, over the prior 3 years the Town had developed a bit of a reputation of shopping around, year-to-year, amongst insurance companies, so some of the providers were a little leery of submitting a quote. The good news was that the Town was sticking with Blue Cross/Blue Shield for a second year in a row and therefore, the reputation of shopping around was probably going to disappear in future years and there may be more insurance companies willing to bid.

Motion: Commissioner Rapoza moved to approve Resolution 26-09-14; Commissioner O'Rourke seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

6. Resolution No. 27-09-14 Authorizing the Town Manager to renew for fiscal year 2014-2015 the Town's property, inland marine, crime, general liability, public official liability and employment practices liability, automobile liability, and Workers' Compensation insurance through the Florida League of Cities/Florida Municipal Insurance Trust.

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

Commissioner O'Rourke asked for an explanation of the basis for the return of premium.

Ellen Jones of the Gehring Group, explained that the Town participates in the Florida Municipal Insurance Trust (rather than a traditional insurance company) and that if the Trust has excess premiums over the amount of claims that they pay over the course of a year, that some of those excess premiums are returned to member municipalities in the form of a return of premium. In any given year, the return of premium can be higher with greater savings and lower if there are less savings.

Mayor DuBois congratulated staff on their efforts of lowering the rates and the Workers' Compensation claims.

Human Resource Director Turner stated that through the efforts of Public Works Director Dave Hunt, by providing training to his staff, the Workers' Compensation insurance premiums have decreased significantly.

Motion: Commissioner Rapoza moved to approve Resolution No. 27-09-14; Commissioner O'Rourke seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

7. Award contract for remediation of the Marina seawall and walkway.

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

Commissioner O'Rourke asked if West Construction is in the business of doing chemical grouting.

Project Manager Richard Pittman explained they intend to hire a sub-contractor to perform the chemical grouting.

Mayor DuBois stated that engineers would be used throughout the construction of the project.

Town Manager Sugerman stated that an on-site inspector would be overseeing all construction activities during the project. The Commission will hire the inspection service company at the October 1, 2014 Commission meeting.

Commissioner Flaherty asked if all of the brick pavers would be removed and the concrete poured.

Project Manager Pittman explained that when the plywood is removed the inspector would observe the areas where there are depressions in the brick. When the brick pavers are removed that would be the next opportunity for the inspector to look for soil leakage. He stated that they would also be probing with a long rod for any other soil leakage areas.

He explained that the walkway would be broom finished throughout most of the Marina, but there would be a stamped patterned built into the sidewalk along Lake Shore Drive.

Motion: Commissioner O'Rourke moved to award contract for remediation of the Marina seawall and walkway; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

- 8. **This item was heard earlier in the meeting as a special presentation/report.**
- 9. **Commission discussion on the subject of holding a volunteer recognition event.**

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

The Commission discussed several locations in Town where the event could be held (Brew House Gallery; Art on Park Studio; and the Carving Station) as well as the format for serving attendees. Town Manager Sugerman advised the Commission that the date, the venue, and the menu were the easiest decisions to make. The most difficult decision would be who should be invited to participate. Commissioner Flaherty offered to develop

a guest list. Mayor DuBois suggested that Commissioner Flaherty check the Town's non-governmental organizations roster as a basis for the invitation list.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird gave an update on Attorney MacFarland's visit with the Commissioners. He explained that the Department of Justice would not be in favor of returning to the Town's previous voting method, but they would be receptive to listening to any alternative the Town may propose. Attorney Baird said that he would contact Attorney MacFarland asking for an outline of how the Town should proceed with its request to modify the Town's voting method. He suggested that a workshop be schedule for the Commission to consider the outline proposed by Attorney MacFarland. Attorney Baird advised the Commission that the public records request lawsuit had been settled and that the Town had obtained a Dismissal of the lawsuit with Prejudice.

Town Manager Sugerman explained that the Federal Emergency Management Agency (FEMA) has provided the preliminary updated flood maps. FEMA will be conducting community meetings in Palm Beach County the week of September 8, 2014. The closest community meeting to Lake Park will be at the Jupiter Community Center on Thursday, September 11th from 4:00 to 7:00 p.m., where Town staff will in attendance and the public is invited and encouraged to attend.

Commissioner O'Rourke had no comments.

Commissioner Rapoza wished Jamie Hart well in his future endeavors. She congratulated the September "Property of the Month".

Commissioner Flaherty had no comments.

Vice-Mayor Glas-Castro was absent.

Mayor DuBois gave a recap of the Sister Cities meeting and thanked staff for their assistance in preparing for the meeting. He explained that the next Sister Cities meeting would be conducted in November in West Palm Beach. He thanked Jamie Hart for his years of service and invited him to the podium.

Jamie Hart, Harbor Marina Director thanked the Town Manager and the Commission for their support. He spoke of the upcoming changes that will occur at the Marina over the next few months.

Mayor DuBois suggesting presenting Mr. Hart with a certificate of appreciation.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner O'Rourke and seconded by Commissioner Rapoza, and by unanimous vote, the meeting adjourned at 8:50 p.m.



Mayor James DuBois



Town Clerk, Vivian Mendez, CMC



FLORIDA

Approved on this 17 of September, 2014



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, September 3, 2014,
Immediately Following the
First Public Budget Hearing
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
<hr/>		
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**

None

D. **PUBLIC COMMENT:**

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

E. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item

will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

1. Commission Budget Workshop Meeting Minutes of August 20, 2014

Tab 1

2. Regular Commission Meeting Minutes of August 20, 2014

Tab 2

F. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:

3. Ordinance No. 12-2014 An Ordinance providing for the Town's Consent to the Inclusion of the Town into Palm Beach County's Fire/Rescue Municipal Service Taxing Unit (MSTU)

Tab 3

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; PROVIDING FOR THE TOWN'S CONSENT TO THE INCLUSION OF THE ENTIRE TERRITORY WITHIN THE TOWN OF LAKE PARK'S MUNICIPAL BOUNDARIES INTO PALM BEACH COUNTY'S FIRE/RESCUE MUNICIPAL SERVICE TAXING UNIT FOR FIRE-RESCUE, FIRE PROTECTION, ADVANCED LIFE SUPPORT (OR SIMILAR EMERGENCY SERVICES), FIRE CODE ENFORCEMENT AND OTHER NECESSARY AND INCIDENTAL SERVICES; PROVIDING FOR INTENT, PURPOSE, CONSENT AND DURATION; PROVIDING FOR EARLIER REPEAL OF ORDINANCE; PROVIDING FOR REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; ACKNOWLEDGING LIMITATION ON AD VALOREM MILLAGE RATE FOR MUNICIPAL PURPOSES.

G. PUBLIC HEARINGS – ORDINANCE ON SECOND READING:

4. Ordinance No. 11-2014 Amendment of Section 18-120 through 18-127 of the Code of Ordinances Related to Special Events

Tab 4

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 18, ARTICLE IV, OF THE TOWN CODE ENTITLED "SPECIAL EVENT PERMITS; PROVIDING FOR THE AMENDMENT OF SECTION 18-120 TO SPECIFY WHEN A SPECIAL EVENT PERMIT IS REQUIRED; PROVIDING FOR THE AMENDMENT OF SECTION 18-121 IDENTIFYING DEADLINES FOR THE SUBMISSION OF SPECIAL EVENT PERMIT APPLICATIONS; PROVIDING FOR THE AMENDMENT OF SECTION 18-122 SPECIFYING THE CRITERIA FOR THE REVIEW OF SPECIAL EVENT PERMITS; PROVIDING FOR THE AMENDMENT OF SECTION 18-123 TO REQUIRE APPLICANTS FOR SPECIAL EVENT PERMITS TO ARRANGE FOR SANITATION SERVICES FROM THE PUBLIC WORKS DEPARTMENT AND ESTABLISHING INSURANCE REQUIREMENTS; PROVIDING FOR THE AMENDMENT OF SECTION 18-124 PERTAINING TO THE ISSUANCE OF PERMITS ONLY UPON MEETING ALL OF THE ESTABLISHED CRITERIA AND PAYMENT OF ALL FEES; PROVIDING FOR THE AMENDMENT OF SECTION 18-125 TO ELIMINATE

THE REQUIREMENT TO PROVIDE A TRAFFIC CIRCULATION PLAN AND REPLACING IT WITH THE AUTHORITY TO REVOKE A SPECIAL EVENT PERMIT UPON THE DETERMINATION THAT THE CONDITIONS UPON WHICH THE PERMIT HAS BEEN ISSUED HAVE BEEN VIOLATED; PROVIDING FOR THE REPEAL OF SECTIONS 18-126 AND SECTION 18-127; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

H. NEW BUSINESS:

5. Resolution No. 26-09-14 Authorizing the Town Manager to Renew for Fiscal year 2015 the Employee Medical Insurance through Florida Blue; the Employee Dental Insurance through MetLife; the Employee Vision Insurance through MetLife SafeGuard; and, the Contract with The Center for Family Services of Palm Beach County, Inc. for an Employee Assistance Program **Tab 5**

6. Resolution No. 27-09-14 Authoring the Town Manager to Renew for Fiscal Year 2014-2015 the Town's Property, Inland Marine, Crime, General Liability, Public Official Liability and Employment Practices Liability, Automobile Liability, and Worker's Compensation Insurance through the Florida League of Cities/Florida Municipal Insurance Trust **Tab 6**

7. Award Contract for Remediation of the Marina Seawall and Walkway **Tab 7**

8. A Request from the Event Organizer of the Chili Cook-off to Waiver Fees; Extend The Signage Placement Timeframe; and for the Town to be an In-kind Sponsor **Tab 8**

9. Commission Discussion on the Subject of Holding a Volunteer Recognition Event **Tab 9**

I. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

J. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, September 17, 2014



Town of Lake Park Town Commission

Agenda Request Form

Exhibit "A"

Meeting Date: September 3, 2014

Agenda Item No. 8

Agenda Title: A REQUEST FROM THE EVENT ORGANIZER OF THE CHILI COOK-OFF TO WAIVE FEES; EXTEND THE SIGNAGE PLACEMENT TIMEFRAME; AND FOR THE TOWN TO BE AN IN-KIND SPONSOR.

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

Approved by Town Manager *ND* Date: 8/25/14

Nadia Di Tommaso / Community Development Director *ND*
Name/Title

Originating Department: Community Development	Costs: \$ 0 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: → Copy of Special Event Application
Advertised: Date: <i>N/A</i> 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 <u><i>ND</i></u> or Not applicable in this case ____ Please initial one.

Summary Explanation/Background:

A special event permit application was submitted by the Kiwanis of Lake Park (a non-profit organization) on August 5, 2014 to the Community Development Department. The permit application is proposing a second Chili Cook-Off event to be held in Kelsey Park on Saturday, November 15, 2014 from 12:00pm – 9:00pm. Mr. Robert Trepp is listed as the individual responsible for the event on the application. Mr. Trepp and the Kiwanis are jointly requesting that the Town Commission consider approving the following special requests which cannot be granted administratively:

<u>REQUESTED CATEGORY</u>	<u>VALUE</u> <i>(monetary or other)</i>	<u>APPLICANT REQUEST</u>	<u>NOTES</u>
Parking Meters	\$114 per hour (over \$900 at full capacity for a full 8 hours).	WAIVE ALL FEES	<p><u>Operating Hours:</u> 7am - 8pm (event proposed from 12pm-9pm) <u>Meter Cost: \$1 per hour</u> <u>Total # of Meters: 114</u> Greenbriar Drive (30); Foresteria Drive (19); Lakeshore Lot (42); Tennis Court Lot (23)</p>
Sign Permit Application	\$100	WAIVE FEE	This would be lost revenue to the General Fund
Special Event Signage Installation Timeframe	14 consecutive days	EXTEND to 30 consecutive days	Town Code Section 70-103(3)(e) regulates the 14-day maximum placement timeframe
Sanitation	\$93.48	WAIVE FEE	<p>The Town's Public Works Department requires sanitation services for larger special events held on Town property. Various sanitation options are offered, some of which include Town personnel. The most affordable option is a 4 or 8-cubic yard dumpster without personnel. An 8-cubic yard dumpster is appropriate for an event similar to the proposed Chili Cook-Off. The fee for this dumpster is \$93.48 and would be lost revenue to the Sanitation Fund.</p>
Special Event Permit Application	\$25	WAIVE FEE	<p>Given that the special event permit application was required to be submitted prior to this agenda item moving forward to the Town Commission, the \$25 application fee has already been paid. If the fee is waived, it will be reimbursed.</p>

<p>Indoor Pavilion Facility Rental</p>	<p>\$540 rental fee; \$200 refundable deposit ⁽¹⁾</p>	<p>WAIVE RENTAL FEE <i>(Applicant is not requesting a waiver from the refundable deposit and intends on paying this fee)</i></p>	<p>The Pavilion is proposed to be used by the event organizers for coordination and setup purposes only on Saturday 11/15/14 from 9am-9pm at \$45 per hour, for a total rate of \$540. This total rate <u>already includes a discount of \$180</u> because the event is being organized by a non-profit entity (Kiwanis). <u>The total rate of \$540 also includes a staff fee of \$120 which the Town will incur even if the total fee is waived.</u> The facility will not be open to the public however, a staff member is required to open, monitor, clean and close the facility.</p>
<p>Kelsey Park Rental</p>	<p>\$400 rental fee; \$500 refundable deposit ⁽¹⁾</p>	<p>N/A</p>	<p>The facility rental fee of \$400 is automatically being waived because non-profit organizations of events of community interest are, according to the Town Code, <u>entitled to three FREE facility rentals per year.</u> This will be Kiwanis' third free rental with the Pirate's Fest in February having been the first and the first Chili Cook-Off in April having been the second. Applicant will still be required to pay the refundable deposit fee and is NOT requesting a waiver of the deposit.</p>
<p>In-Kind Sponsorship for Additional Marketing</p>	<p>Kelsey Park/Town exposure</p>	<p>Applicant is requesting that the Town become an in-kind sponsor through approving the above requests – this would then further allow the Applicant to advertise on the Town website; Channel 18 and in the E-News.</p>	<p>Please be aware that the Town is a public entity and has increased liability risks. From a risk management perspective, being an in-kind sponsor for an event that is not being organized by the Town would increase the Town's liability risk.</p>
<p>Fourth FREE Facility Rental for a Non-Profit Event of Community Interest</p>	<p>Depends on the facility selected for the fourth event</p>	<p>Providing the Kiwanis with a fourth facility rental waiver</p>	<p>Currently, the facility rental guidelines grants a non-profit organization which is organizing an event of community interest, with</p>

			<p>three facility rentals, free of charge, per calendar year. The individual responsible for the Chili Cook-Off is Mr. Robert Trepp and he is working with the Kiwanis, the event organizer on the special event application. Mr. Trepp is also requesting that the Town Commission consider possibly allocating a FOURTH community event to the Kiwanis, FREE of any facility rental fees (refundable deposits excluded) in the future.</p>
<p><u>TOTAL:</u></p>			<p><u>Fiscal Impact – \$2,058.48⁽²⁾</u> <u>Other – An additional 16 days for signage placement and additional marketing through in-kind sponsorship</u></p>

- (1) Applicant is NOT requesting a waiver from the refundable deposit fees and intends on paying them
- (2) This amount assumes parking meters are at full capacity and this amount does not include the refundable deposit requirements which the Applicant agrees to pay. If the Town Commission approves a fourth facility rental waiver for the Kiwanis, there will be an added fiscal impact associated with this request which will depend on the selected facility.



* signage permit / copy of Myer (?)
 * insurance certificate
 * alcohol permit

DATE RECEIVED:
 AUG - 5 2014 12:35 PM
 Development

**TOWN OF LAKE PARK
 SPECIAL EVENT PERMIT APPLICATION**
 Please read instructions before filling out application.

Please submit application fourteen (14) calendar days prior of proposed event to:

DEPARTMENT OF COMMUNITY DEVELOPMENT
 535 PARK AVENUE
 LAKE PARK, FL 33403
 Telephone: 561-881-3318 Fax: 561-881-3323

Instructions:

COPY

Please print legibly using dark ink.
 Application must be filled out completely. \$75.00 Application fee must accompany application. Non-profit or individual application fee: \$25.00 Please note the permit requirements necessary to be attached to application.

Non-Profit Tax Status Identification Number: 26-0162372
 (If applicable)

Name of Event or Name of Event Organizer:
Lake Park Chili Cook-off

Address/Location of Event:
601 Federal Hwy Lake Park, FL 33403
 (Kelsey Park)

Detailed description of use (use additional sheet if applicable)
Chili Cooks, Vendors, Exhibitors, Music, Chalk Art on sidewalks inside park.

If the event requires a facility rental, please contact 561-881-3338.

Dates/Times of the event:

	Date	Day	Begin Time	End Time
Event Day 1	11/15/14	Sat	12:00 () AM () PM	9:00 () AM () PM
Event Day 2			() AM () PM	() AM () PM
Event Day 3			() AM () PM	() AM () PM

Organization(s) Producing Special Event (if applicable):

Name: Kiwanis of Lake Park Name: Roger Michaud

Address: 355 E. Ilex Dr. Address: _____

State/Zip: L.P. Fl 33403 State/Zip: _____

Phone: 561-512-3914 Phone: _____

Alternate Phone # 561-355-6030 Alternate Phone # _____

Fax: _____ Fax: _____

E-mail: rmichaud@pbccw.org E-mail: _____

Individual(s) Responsible:

Name: Robert Trepp Name _____

Address: 15427 80th Ln N Address: _____

State/Zip: Fl 33470 State/Zip: _____

Phone: ^(H) 561-420-9509 or ^(H) Phone: 772-201-2593

Alternate Phone # _____ Alternate Phone # (Denise Smith) # 753-6798 (Denise)
561-452-4865 cell

Fax: _____ Fax: _____

E-mail: deniseevents@aol.com E-mail: _____

Purpose of the event

fundraiser

Estimated number of participants? 400

Has this event ever occurred in the Town of Lake Park? Yes No _____

Has this site had a Special Event Permit this calendar year? Yes No _____

****THE FOLLOWING SECTIONS MAY NOT APPLY TO
NON-COMMERCIAL EVENTS****

Will your event require road closure?

Yes No

If YES, describe the requested street, road closure and time and provide a traffic circulation plan including a detour/signage plan. You are responsible for notifying affected businesses/entities, including Palm Tran, regarding affected routes.

(Initial to acknowledge statement)

Lake shore Dr. North of parking lot to south of Greenbriar Dr.
Barricades and detour signs directing traffic to Fed. Hwy

Will the event require the use of electricity?

Yes No

Will the event require water hook-up?

Yes No

Describe restroom availability: we will bring portables

Will food and/or beverages be served?

Yes No

Will the event have vendors or concession sales, including food? Yes No

If YES, the event organizer is responsible for securing all respective PBC and State of Florida Health Certificates for food vendors, as well as copies of all other commercial vendor licenses.

The event organizer holds full responsibility and liability for vendors. RT

(Initial to acknowledge statement)

Will Palm Beach County Sheriff's Office services be required? Yes No

Will Palm Beach County Fire-Rescue services be required? Yes No

Will alcoholic beverages be served? Yes No

If YES, additional liquor legal liability with a \$1 million limit is required.

Commercial for-profit and non-profit special events will require a Certificate of General Liability with the following limits:

\$1 million per occurrence;

\$2 million aggregate;

\$100,000 damage to rented premises.

Are you proposing signage?

Yes No

If YES, please fill out the signage permit application attached. An additional \$100 fee is required for signage.

Will the event have an official "Flyer" and/or promotional materials? Yes No

If yes, the Town Logo and/or reference is not permitted unless pre-approved by providing a copy of the Flyer.

RT
(Initial to acknowledge statement)

Please provide a sketch of the special event site including: Proposed location of parking, tent(s), concession stand(s), booth(s), stage(s), etc. OR provide an attachment:

~~Request the Town waive the following fees:~~

Request the Town waive the following fees:

- Parking (both Lakeshore lots & all street meters)
- Park
- Signage
- Garbage
- Special Event fee
- Indoor Pavilion fee (Friday + Saturday)
- ~~Signage for 3 booths~~

Request signage extension for 30 days

Request ~~the~~ Lake Park to be an in-kind sponsor ~~through~~ through the above actions.

Attached

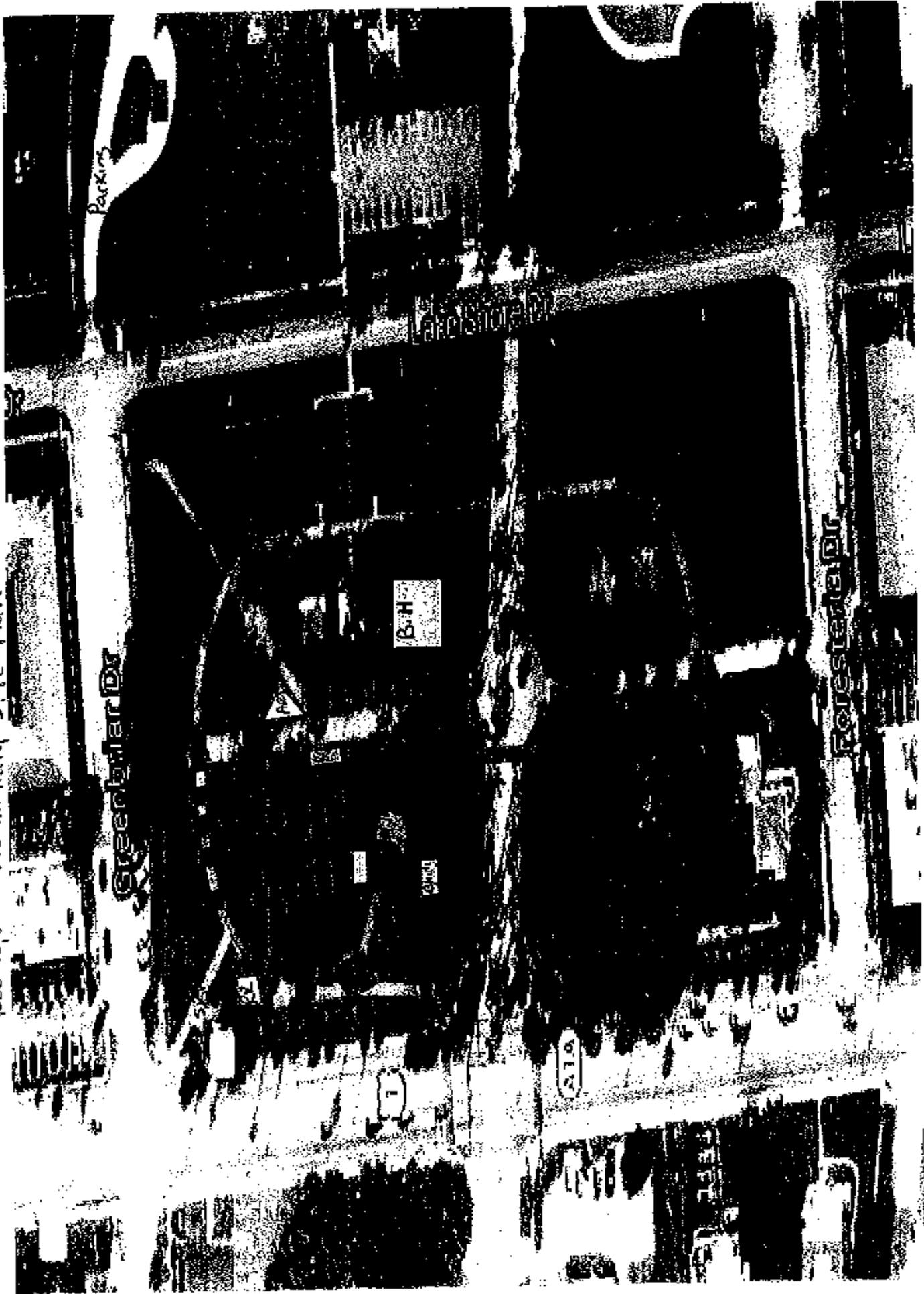
NOTE: Public parking spaces are first-come, first-serve.

IF TENTS ARE BEING UTILIZED:

For any tent which is larger than 10 ft. x 10 ft. and pop-up style, a Certificate of Flame Resistance will be required to be attached to this Special Event Permit application.

(FOR OFFICE USE ONLY)

1000 15 2014 Preliminary Site Plan



**DEPARTMENT OF COMMUNITY DEVELOPMENT
RECEIPTS TRANSMITTAL FORM**

DATE: 08-05-14

RECEIVED FROM: Chili Cook-Off

08/05/14 12:28 PM LGARISEO

AUG 5 2014

Development
RECEIPT TRANSMITTAL
FRESH CHILI COOK-OFF AMOUNT 25.00

PAYMENT RECEIVED AMOUNT 25.00

G/L LN ACCT # TOTAL AMOUNT

- 1. PERMITS
 - (a) BUILDING PERMIT OR REVISION W/MINIMUM SURCHARGE 001-322.100 _____
 - (b) BUILDING PERMIT OR REVISION - OTHER 001-322.110 _____
 - (c) SURCHARGES (3% of permit fee, minimum amount \$4.00) 001-208.300 _____
 - (d) ADMINISTRATIVE FEE FOR BUILDING PERMITS 001-322.111 _____
 - (e) AFTER HOURS INSPECTION/REQUEST FOR B.O. SERVICES 001-329.105 _____
 - (f) RE-INSPECTION OR RE-INSTATEMENT FEES / CHANGE OF CONTRACTOR 001-329.110 _____
 - (g) SIGNAGE PERMIT 001-329.200 _____

- 2. CONTRACTOR'S REGISTRATION 001-316.110 _____

- 3. PAPER COPIES (_____) & BLUEPRINT COPIES (_____) 001-341.900 _____

- 4. ADMINISTRATIVE COSTS FOR PUBLIC RECORDS REQUEST 001-341.905 _____

- 5. GARAGE SALE PERMIT 001-369.100 _____

- 6. SPECIAL EVENT PERMIT 001-322.500 25.00

- 7. CODE COMPLIANCE
 - (a) ADMINISTRATIVE COSTS 001-354.110 _____
 - (b) FINES 001-354.100 _____
 - (c) PARKING VIOLATIONS 001-354.130 _____
 - (d) INTEREST 001-361.130 _____
 - (e) BANK REGISTRATION FEE 001-342.520 _____

- 8. REVIEW FEE SCHEDULE
 - (a) Reso. 38-10-11 # _____ 001-342.610 _____
 - (b) DEPOSIT - PLAN REVIEW ESCROW 001-220.100 _____
 - (c) PROJECT NAME: _____

- 9. BUSINESS TAX RECEIPTS
 - (a) ZONING CONFIRMATION & DETERMINATION / APPL FEE (OCAFEI) 001-316.120 _____
 - (b) BUSINESS TAX RECEIPT FEES (OCCLI) 001-316.100 _____
 - (c) TRANSFER FEE (OCCTF) 001-316.100 _____
 - (d) OUTSIDE CONTRACTOR & EXTRA DECAL (OCCLI) 001-316.130 _____

TOTAL \$ 25.00

COMMENTS:



Town of Lake Park Town Commission *Exhibit "B"*

Agenda Request Form

Meeting Date: September 3, 2014

Agenda Item No. 3

Agenda Title: AN ORDINANCE PROVIDING FOR THE TOWN'S CONSENT TO THE INCLUSION OF THE TOWN INTO PALM BEACH COUNTY'S FIRE/ RESCUE MUNICIPAL SERVICE TAXING UNIT (MSTU)

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- PUBLIC HEARING ORDINANCE ON 1 READING
- NEW BUSINESS
- OTHER: _____
- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *BKR* Date: 8/22/14

Blake K. Rane Finance Director
Name/Title

Originating Department: FINANCE	Costs: \$0.00 Funding Source: _____ <input type="checkbox"/> Finance <u><i>BKR</i></u>	Attachments: Ordinance No. _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u><i>BKR</i></u> Please initial one.

Summary Explanation/Background:

During the second workshop meeting of the draft of the 2014-2015 annual operating budget, the Town Commission discussed the possibility of separating out the cost of annual fire/rescue services from the ad valorem taxes collected within the General Fund, by participating in the already established Fire/Rescue MSTU within Palm Beach County. In order to do so, the Town Commission must give its consent to participate, and must do so by October 1, 2014 to make the tax roll for Fiscal Year 2015/2016 (October 1, 2015). The Town may choose to be included in the Palm Beach County Fire/Rescue (PBCF/R) Municipal Service Taxing Unit (MSTU) pending County Commission acceptance. Selecting this method of funding for PBCF/R allows the MSTU to be funded directly from the taxpayer via the property tax bill and would eliminate the funding of PBCF/R from the annual budget of the Town of Lake Park. If consented to, this method would clearly display the cost of fire/rescue services directly to each taxpayer.

Recommended Motion: I move approval of Ordinance *12-14* *2014* on first reading.



Town of Lake Park Town Commission

Agenda Request Form

Exhibit "C"

Meeting Date: September 3, 2014

Agenda Item No. 4

Agenda Title: AMENDMENT OF SECTIONS 18-120 THROUGH 18-127 OF THE TOWN CODE OF ORDINANCES RELATED TO SPECIAL EVENTS.

- Special Presentation/Reports, Board Appointment, Public Hearing - Ordinance on 2nd Reading, New Business, Other, Consent Agenda, Old Business.

Approved by Town Manager [Signature] Date: 8/22/14

Nadia Di Tommaso / Community Development Director [Signature]

Table with 3 columns: Originating Department (Community Development), Costs (Legal Ad, Town Clerk, Acct. # 106-48100), Attachments (Ordinance 11-2014, Legal Ad), Advertisized (Date: 08/24/2014), and Yes I have notified everyone (ND).

Summary Explanation/Background:

Ordinance on first reading APPROVED (5-0) - Wednesday, August 20, 2014. Discussion on first reading: There was some discussion regarding possibly extending the permitted special event signage installation timeframe.

This Ordinance on second reading relating solely to Chapter 18 of the Town Code remains unchanged from its first reading. It is proposing to: (1) provide for an extended review timeframe for special event permit applications, and (2) modify the language so as to have it more accurately reflect the special event review procedure.

Recommended Motion: I move to ADOPT Ordinance 11-2014 on 2nd reading.



Exhibit "D"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 3, 2014

Agenda Item No. 5

Agenda Title: Resolution Authorizing the Town Manager to Renew for Fiscal Year 2015 the Employee Medical Insurance through Florida Blue; the Employee Dental Insurance through MetLife; the Employee Vision Insurance through MetLife SafeGuard; and, the Contract with The Center for Family Services of Palm Beach County, Inc. for an Employee Assistance Program

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

Approved by Town Manager [Signature] Date: 8/18/14

Name/Title: [Signature] HUMAN RESOURCES DIRECTOR

Table with 3 columns: Originating Department (Human Resources), Costs (\$408,908.82), Attachments (Insurance RFP Evaluations), Advertised (Not Required), and notification requirements.

Summary Explanation/Background

Medical Insurance:

The current provider of the Town's employee medical insurance is Florida Blue, which is due for renewal on October 1, 2014 for Fiscal Year 2015. Gehring Group obtained from Florida Blue an in-network renewal rate of 12.57 percent, or \$44,882.22, over the expiring coverage for Fiscal Year 2014. At the direction of staff, and in order to obtain the most competitive renewal rates, Gehring Group submitted a market request for proposals to several carriers. The following carriers responded:

- Florida Blue
- United Healthcare

Aetna, Cigna, Florida League of Cities, and Humana declined to provide a quote for medical insurance coverage.

Florida Blue provided a revised renewal rate of 6.20 percent, or \$22,139.58, over the expiring coverage. United Healthcare provided rates for its Choice Plus Plan OGT-RX 40 and its Choice Plus Plan OGT-RX 44 plans. Based upon its review of the most competitive rates offered by United Healthcare, which is the Choice Plus Plan OGT-RX40 plan, staff directed that Gehring Group again approach Florida Blue for a more competitive renewal rate. The resultant best and final revised in-network renewal rate provided by Florida Blue is 5.14 percent, or \$18,349.80, over the expiring coverage.

Attached as **Exhibit A** is the Medical Insurance RFP Evaluation prepared by Gehring Group which sets forth the best and final revised renewal rates presented by Florida Blue, and the rates provided by United Healthcare.

After careful review, and upon recommendation by Gehring Group, staff recommends that the medical insurance coverage for Town employees be renewed with Florida Blue for Fiscal Year 2015.

Dental Insurance:

The current provider of the Town's employee dental insurance is MetLife which is due for renewal on October 1, 2014. At the direction of staff, and in order to obtain competitive renewal rates, Gehring Group submitted a market request for proposals to several carriers for such coverage. The following carriers responded:

- MetLife
- Ameritas
- Assurant
- Mutual of Omaha
- The Standard
- Florida Combined Life
- Delta Dental

MetLife has provided an in-network renewal rate with a -0.9 percent decrease, or -\$234.12, from the expiring coverage.

Attached as **Exhibit B-1** is the Dental Insurance RFP Evaluation prepared by Gehring Group which sets forth the renewal rates presented by MetLife as well as the most competitive rates obtained for Fiscal Year 2015. Copies of the Gehring Group Dental Insurance RFP Evaluations of all of the quotes received are also included at **Exhibit B**.

After careful review, and upon recommendation by Gehring Group, staff recommends that the dental insurance coverage for Town employees be renewed with MetLife for Fiscal Year 2015.

Vision Insurance:

The current provider of the Town's employee vision insurance is MetLife SafeGuard which is due for renewal on October 1, 2014. At the direction of staff, and in order to obtain competitive renewal rates, Gehring Group submitted a market request for proposals to several carriers for such coverage. The following carriers responded:

- MetLife SafeGuard
- Ameritas
- MetLife
- EyeMed
- Superior Vision
- Assurant

MetLife SafeGuard has provided an in-network renewal rate with no increase or decrease from the expiring coverage.

Attached as **Exhibit C-1** is the Vision Insurance RFP Evaluation prepared by Gehring Group which sets forth the renewal rates presented by MetLife SafeGuard as well as the most competitive rates obtained for Fiscal Year 2015. Copies of the Gehring Group Vision Insurance RFP Evaluations of all of the quotes received are also included at **Exhibit C**.

After careful review, and upon recommendation by Gehring Group, staff recommends that the vision insurance coverage for Town employees be renewed with MetLife SafeGuard for Fiscal Year 2015.

Employee Assistance Program:

The Town's current administrator of its Employee Assistance Program is The Center for Family Services of Palm Beach County, Inc. (the "Center") and such contract is due for renewal on October 1, 2014. The basic level of services will remain unchanged from Fiscal Year 2014.

The rate for the administration of the Employee Assistance Program by the Center will remain unchanged and will be as follows: \$3.38 per employee per month (based upon 65 employees) = \$2,636.40 per year.

The above amount will be billed to the Town on a quarterly basis of \$659.10 per fiscal quarter.

Staff is recommending renewal of the contract with The Center for Family Services for Fiscal Year 2015. A copy of the Fiscal Year 2015 contract with The Center for Family Services, as well as the current contract for Fiscal Year 2014, is attached at Exhibit D.

Life Insurance, Long Term Disability and Short Term Disability Insurance:

As information, the current provider of the Town's employee life, long-term and short-term disability insurance is Lincoln Financial Group, which is not due for renewal at this time inasmuch as this carrier has provided the Town with a rate guarantee through the end of Fiscal Year 2015.

Recommended Motion: In order to provide continuing medical insurance, dental insurance vision insurance and an Employee Assistance Program for Town employees, I move to adopt Resolution ~~08-14~~

26-09-14



Town of Lake Park Town Commission

Exhibit "E"

Agenda Request Form

Meeting Date: September 3, 2014

Agenda Item No. 6

Agenda Title: Resolution Authorizing the Town Manager to Renew for Fiscal Year 2014 – 2015 the Town's Property, Inland Marine, Crime, General Liability, Public Official Liability and Employment Practices Liability, Automobile Liability, and Workers' Compensation Insurance through the Florida League of Cities/Florida Municipal Insurance Trust

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

Approved by Town Manager *[Signature]* Date: 8/21/14
[Signature]
 Name/Title HUMAN RESOURCES DIRECTOR

Originating Department: Human Resources	Costs: \$197,370 Funding Source: Acct. # Various as funded in FY 2014 budget <input checked="" type="checkbox"/> Finance <i>BKR</i>	Attachments: Copy of Resolution and Gehring Group Property and Casualty Renewal Evaluation for the 2014-2015 Plan Year
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 <u>BMT</u> or Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

The current carrier of the Town's Property, Flood, Inland Marine, Crime Coverage, General Liability, Network Security and Privacy Liability, Public Official Liability and Employment Practices Liability, Automobile Liability, and Workers' Compensation Insurance is the Florida League of Cities/Florida Municipal Insurance Trust (FMIT). Such coverage is due for renewal on October 1, 2014 for Fiscal Year 2014 – 2015. As set forth in the attached Gehring Group Property and Casualty Renewal Evaluation for the 2014 – 2015 Plan Year, FMIT has provided a renewal quote of \$204,068. Added to this amount is the Gehring Group fee of \$10,203. These amounts combined, minus the return of premium credit in the amount of \$16,901 should the Town elect to renew coverage with FMIT for Fiscal Year 2014 – 2015, result in a total net premium of \$197,370, which represents an overall 11.2 percent, or \$24,885, decrease from the expiring coverage.

Because of the significant decrease in the FMIT premium for the 2014 – 2015 plan year, the property and casualty program is recommended for renewal with the same carrier as opposed to going to the marketplace for alternative quotes.

After careful review, and upon recommendation by Gehring Group, staff recommends that the Town's property and casualty insurance coverage be renewed with FMIT for Fiscal Year 2014 – 2015.

Recommended Motion: I move to adopt Resolution 27-09-14



Town of Lake Park Town Commission

Agenda Request Form

Exhibit "F"

Meeting Date: September 3, 2014

Agenda Item No. 7

Agenda Title: AWARD CONTRACT FOR REMEDIATION OF THE MARINA SEAWALL AND WALKWAY

- Special Presentation/Reports, Board Appointment, Public Hearing Ordinance on Reading, New Business, Consent Agenda, Old Business, Other.

Approved by Town Manager [Signature] Date: 8/18/14

[Signature] David Hunt / Public Works Director

Table with 3 columns: Originating Department (Public Works), Costs (Contract: \$403,682.56, Contingency: \$60,552.38, Total: \$464,234.94, Funding Source: Marina Fund, Acct. # 800-46060, Finance checked), Attachments (Public Notice, Bid Tabulation, etc.), Advertised (Date: July 6, 2014, Paper: Palm Beach Post), and Yes I have notified everyone (checked).

Summary Explanation/Background:

Staff is requesting the Commission approve awarding the contract for the remediation of the Marina seawall and walkways in the amount of \$403,682.56 and to establish a contingency of 15%. Staff also is requesting that the Commission consider using Alternate III, 1.) and Alternate III, a.) as a partial replacement for Bid Item No. 18.

As background, approximately five years after the seawall was reconstructed at the Lake Park Harbor Marina, the paver brick walkway adjacent to the seawall pile cap started to settle in areas that were generally located behind pilings. As time passed, some of the paver bricks collapsed into holes that were forming beneath the surface. It was discovered that soil was leaking through poorly sealed joints where the concrete wall panels meet behind the driven pilings.

To protect the public from the failing paver bricks, plywood panels covered with indoor / outdoor carpeting were placed over all of the walkways while the construction procedures and practices were litigated. Once the lawsuits were settled and the Town was compensated, plans were made to evaluate repair options. Two types of remediation procedures were demonstrated in the field to see which method would be the most effective in stopping soil leakage as well as being the least disruptive to marina operations.

After reviewing the demonstration results, the Town's engineering consultant Simmons & White Inc., recommended that a chemical grout injection method be used to solidify the soils behind each pile that had evidence of soil leakage. To compensate for sealed joints, wall drains would be placed in the seawall panels to allow groundwater to pass through to the marina waters. In order to ensure proper injection of the chemical grout, it was advised that all of the paver bricks be removed to provide access to the seawall panel joints. Only about a third of the pilings would receive this treatment so there will still be the potential for leakage to occur at other seawall panel joints. Future depressions can also be treated with chemical grout but it would make good economic sense to address multiple depressions at one time rather than mobilizing for each sink hole as it occurs.

In order to protect the public from trip and fall hazards associated with suddenly occurring sink holes, it was recommended that the paver brick walkway be replaced with a concrete sidewalk of sufficient strength to span depressions until soil remediation takes place.

The Engineer's recommendations were presented to the Town Commission at the February 19, 2014 meeting and approval was given for Simmons & White to prepare plans and specifications for the bid and remedial construction of the seawall and walkway.

The Lake Park Harbor Marina Seawall Remediation project, Town Bid No. 103-2014 was advertised in the Palm Beach Post on July 6, 2014 (see attached copy). A pre-bid meeting was held on July 28, 2014 and sealed bids were opened on August 7, 2014. Three bids were received with West Construction, Inc. submitting the lowest responsive base bid in the amount of \$417,758.56 (see attached bid tabulation). West Construction has been in business in Palm Beach County since at least 1983.

The contract makes it clear that the project must be completed in 120 calendar days. Construction activity shall proceed in clearly defined phase areas in order to reduce the disruption to marina operations and to accommodate the temporary relocation of boats outside of the work zones.

At the February 19, 2014 meeting, the Commission also gave direction to provide a replacement walkway material that is decorative in nature. The project design incorporates integral color with a stamped, running bond pattern. Bid Item No. 18 of the base bid calls for all walkways to have this appearance. In addition, the project's structural engineer, Alan Gerwig & Associates, Inc., designed the walkway to maintain its structural integrity over a potential void that might extend up to ten feet along its length. All of the walkways will be constructed with concrete that has a color throughout the mix. Town staff is recommending that Maschmeyer Concrete Company of Florida mix Grace Construction

Product's "Terra Cotta" colorant (see attached concrete color chart) into the concrete that is delivered to the Marina job.

Staff is proposing that an alternate to the base bid be considered. Bid Item No. 18 is still recommended for use when constructing the eleven foot wide walkway at the western most part of the Marina, adjacent to Lake Shore Drive. This area is more susceptible to vehicular loads and it is reasonable that additional reinforcement be provided. In addition, the concrete will also have the stamped, colored pattern that will complement the paver bricks salvaged from the Marina. The salvaged paver bricks will be stored at an off-site Town property for later use in the expanded promenade area adjacent to the walkway.

The remaining walkways are less than six foot wide and for the most part, vehicles are prevented from driving over them by split rail fencing. By substituting welded wire mesh for rebar in the concrete it will make it easier cut through the walkway in the event that repairs need to be made to the underground utilities. In addition, marina patrons access and provision their boats over these walkways so wheeled carts are constantly in use. Staff believes that a stamped concrete pattern would make it difficult to push or pull these loaded carts.

The bid documents included three Alternates that give the Town options for the construction of the concrete walkways. For future maintenance considerations and for the convenience of the Marina patrons, staff is recommending that Alternate III, 1.) and Alternate III, a.) (see attached bid tabulation) be used for a portion of Bid Item No. 18. The concrete will still have the integral "Terra Cotta" color but it will have a broom finish rather than the stamped pattern. Also, the reinforcing steel will be reduced to welded wire mesh. This will reduce West Construction's base bid by \$14,076.

At the August 20, 2014 Commission meeting a budget adjustment was approved by Resolution which set aside \$550,000 in the Marina Fund for Seawall Remediation (Account No. 800-46060). Staff is recommending that West Construction, Inc. be awarded the seawall remediation project in the amount of \$403,682.56 after opting for Alternate III, 1.) and Alternate III, a.). Bid Item No.'s 13 and 14 used estimated quantities with unit costs to aid in the competitive bid process. Unforeseen field conditions associated with subterranean soil deficiencies could drive these quantities upward. It is for this reason that a 15% contingency be established in the amount of \$60,552.38 to ensure a quality job. The estimated total amount for West Construction to complete the project should not exceed \$464,234.94. This amount will leave over \$85,750 in the budget for material sampling and testing services, on-site construction inspection services, and engineering review with close-out documents.

Recommended Motion:

I move to approve contracting with West Construction, Inc. in the amount of \$403,682.56 to perform the requirements of Bid No. 103-2014 [opting for Alternate III, 1.) and Alternate III, a.)] and establishing a contingency of \$60,552.38.



Town of Lake Park Town Commission

Agenda Request Form

Exhibit "G"

Meeting Date: September 3, 2014, 2014

Agenda Item No. 9

Agenda Title: Commission Discussion on the Subject of Holding a Volunteer Recognition Event.

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

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *DSS* Date: 8/21/14

Dale S. Sugerman, Ph.D./Town Manager
Name/Title

Originating Department: Commissioner Flaherty	Costs: None Funding Source: Acct. <input type="checkbox"/> Finance _____	Attachments: None
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>DSS</u> Please initial one.

Summary Explanation/Background:

At the August 20th Commission Workshop meeting, Commissioner Flaherty asked the Commission to support placing funds in the 2014-2015 annual operating budget to sponsor a volunteer recognition event. The Commission decided to place \$5,000.00 in the budget. The purpose of this agenda item is to discuss the type of volunteer recognition event to be held, who would be invited, and when and where it might be held.

Recommended Motion: No motion is necessary as this is a discussion item only.