



AGENDA

Lake Park Town Commission
 Town of Lake Park, Florida
 Regular Commission Meeting
 Wednesday, October 19, 2016 6:30 PM,
 Lake Park Town Hall
 535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Anne Lynch	—	Commissioner
Michael O'Rourke	—	Commissioner
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Proclamation for Dwayne Bell, Sr. Employee of the Year for 2015

Tab 1

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.

- 2. Final Public Hearing on the Budget Meeting Minutes of September 20, 2016 Tab 2
- 3. Regular Commission Meeting Minute of September 21, 2016 Tab 3
- 4. Resolution No. 46-10-16 Second Amendment to the U.S. Security Associates, Inc. Contract Tab 4
- 5. Notification and Approval of Emergency Purchasing Procedures used in Response to Hurricane Matthew Activities Tab 5

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

6. Ordinance No. 10-2016 A TOWN INITIATED ORDINANCE PROPOSING THE MODIFICATION OF TOWN CODE SECTION 6-6 TO PROVIDE FOR FLEXIBILITY THAT IS CONSISTENT WITH FLORIDA STATE STATUTE 562.45(2)(A) FOR THE SALE OF ALCOHOL NEAR CERTAIN USES AND ADDITIONAL CLARIFICATIONS.

Tab 6

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AMENDING CHAPTER 6, SECTION 6-6 OF THE TOWN CODE PERTAINING TO THE SALE OF ALCOHOL NEAR CERTAIN USES PROHIBITED; PROVIDING FOR AMENDMENT OF SECTION 6-6 TO PROVIDE THE SAME FLEXIBILITY AS FLORIDA STATE STATUTE 562.45(2)(A); PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

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

None

H. **PUBLIC HEARING(S)-QUASI-JUDICIAL – RESOLUTION:**

7. Resolution No. 39-09-16 Site Plan Application for the Special Exception use for a Self-Storage Facility that is proposed in Two Phases and will include a total of 201,600 Square Feet, to be located with the Congress Business Park Planned Unit Development.

Tab 7

I. **NEW BUSINESS:**

8. A Request from the Event Organizers of the Veterans Day Car Show proposed for Sunday, November 13, 2016 to allow the Town to be a Co-Sponsor, thereby allowing for the waiver of certain fees.

Tab 8

9. Commission Approval to Reject Bids Associated with the Kelsey Park & Lake Shore Park Community Development Block Grant (CDBG) Improvements Project – RFP No. 104-2016; Re-bid Project

Tab 9

10. Resolution No. 44-10-16 Award Contract for RFP 105-2016, Sanitation Vehicle Refurbishment, Public Works Vehicle No. 50, to Sunbelt Hydraulics

- & Equipment, Inc. Tab 10**
- 11. Resolution No. 45-10-16 to Amend the Town of Lake Park Uniform Classification System to Revise the Job Description for the Position of Grants Writer Tab 11**
- 12. Resolution No. 47-10-16 Extension of Emergency Management Standby Disaster Debris Removal and Disposal Agreement with Crowder Gulf Joint Venture, Inc. Tab 12**
- 13. Resolution No. 48-10-16 Extension of Emergency Management Standby Disaster Debris Removal and Disposal Agreement with Phillips and Jordan, Inc. Tab 13**
- 14. Reimburse Legal Fees Incurred from a Florida State Ethics Complaint Filed Against Former Commissioner Kathleen Rapoza Acting in her Official Capacity as a Town Commission Member in the Amount of \$10,110.85 Tab 14**
- 15. Christmas Tree Sales in Kelsey Park Tab 15**

I. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

J. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, November 2, 2016

**Special
Presentations
/Reports**

Proclamations

TAB 1



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 19, 2016

Agenda Item No. Tab 1

Agenda Title: Proclamation for Dwayne Bell, Sr. Employee of the Year for 2015

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

Approved by Town Manager *Barbara McMillan* Date: *10/11/2016*
ACTING TOWN MGR.

Name/Title

<p>Originating Department:</p> <p>Human Resources</p>	<p>Costs: \$ 500.00</p> <p>Funding Source:</p> <p>Acct. # 001-51-512-105-15000</p> <p>(FY 2016)</p> <p><input checked="" type="checkbox"/> Finance <u><i>BKR</i></u></p>	<p>Attachments:</p> <p>Copy of Proclamation for Employee of the Year</p>
<p>Advertised:</p> <p>Date: _____</p> <p>Paper: _____</p> <p><input checked="" type="checkbox"/> Not Required</p>	<p>All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.</p>	<p>Yes I have notified everyone <u>BMT</u></p> <p>or</p> <p>Not applicable in this case _____</p> <p>Please initial one.</p>

Summary Explanation/Background:

On August 26, 2016, the nomination period opened up for receipt of nominations for Employee of the Year for 2015. The deadline for receipt of such nominations was September 2, 2016, and by this deadline the following employees were nominated for this award:

- Dwayne Bell, Sr., Sanitation Foreman, Public Works Department
- Howard Butts, Foreman General Infrastructure, Public Works Department
- Janet Miller, Assistant to the Human Resources Director
- Janet Perry, Assistant to the Town Manager
- James Skrandel, Facilities Maintenance Worker III, Public Works Department

The final deadline for receipt of completed ballots for the actual selection of Employee of the Year from among the above nominees was September 13, 2016. By a majority vote of the ballots submitted, Dwayne Bell, Sr. was selected as the Employee of the Year for 2015. It should be noted that this is the second time that Mr. Bell has been selected as Employee of the Year, which is indeed an honor.

Mr. Bell has received a one-time monetary award of \$500.00 (which was budgeted for in Fiscal Year 2016), and he will also be eligible for nomination by the Town Commission for recognition by other agencies.

**PROCLAMATION
OF THE TOWN OF LAKE PARK, FLORIDA
RECOGNIZING DWAYNE BELL, SR.
AS THE 2015 EMPLOYEE OF THE YEAR**

WHEREAS; *Dwayne Bell, Sr.* commenced his employment with the Town of Lake Park as an Equipment Operator II on October 30, 2006; and

WHEREAS; on October 3, 2007, *Dwayne Bell, Sr.* was promoted to the position of Equipment Operator III; and

WHEREAS; in recognition of the high degree of professionalism and the excellence with which he has always performed his duties, as well as his dependability and integrity, *Dwayne Bell, Sr.* was promoted to the position of Sanitation Foreman on December 28, 2013; and

WHEREAS; in such position, *Dwayne Bell, Sr.* has continued to excel by demonstrating excellent leadership and considerable expertise in handling major assignments, as well as a strong commitment to providing quality customer service to Town residents; and

WHEREAS; *Dwayne Bell, Sr.* was selected as the Employee of the Year for 2011 and in recognition for his selection as Employee of the Year for 2015, the Town of Lake Park wishes to publicly honor him again for his service and accomplishments.

NOW, THEREFORE, on behalf of the Commission of the Town of Lake Park, I, James DuBois, Mayor of the Town of Lake Park, do hereby publicly recognize and commend *Dwayne Bell, Sr.* for his continued dedication to duty and service, and recognize him as the Employee of the Year for 2015.

IN WITNESS WHEREOF, I have hereto set my hand and caused the official Seal of the Town of Lake Park, Florida to be affixed this 19th day of October 2016.

By: _____
Mayor James DuBois

ATTEST:

Vivian Mendez, Town Clerk

Consent Agenda

TAB 2



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: ~~October 5, 2016~~ October 19, 2016

Agenda Item No. *Tab 2*

Agenda Title: Final Public Hearing on the Budget Meeting Minutes of September 20, 2016.

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

Approved by Town Manager *J. Edwards* **Date:** *9-23-16*

Shaquita Edwards, Administrative Assistant
Name/Title

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: <ul style="list-style-type: none"> • Agenda • Minutes • Exhibits "A-C"
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>S.E.</i></u> Please initial one.

Summary Explanation/Background:

Recommended Motion:

To approve the Final Public Hearing on the Budget Meeting Minutes of September 20, 2016.



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Final Public Hearing
On the Budget Meeting

Tuesday, September 20, 2016, 6:30 p.m.
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Anne Lynch	—	Commissioner
Michael O'Rourke	—	Commissioner
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
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- A. CALL TO ORDER/ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC HEARINGS

****OPEN PUBLIC BUDGET HEARING****

- A. Staff Report
- B. Public Comments
- C. Commission Deliberation

1. Resolution No. 37-09-16 Adopting the Final Millage Rate for Fiscal Year 2016-2017

Tab 1

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE TOWN OF LAKE PARK FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; STATING THE

ROLLED-BACK RATE FOR THE TOWN OF LAKE PARK; STATING THE PERCENT BY WHICH THE TOWN MILLAGE RATE EXCEEDS, IF ANY, THE ROLLED-BACK MILLAGE RATE; AND LEVYING FOR AD VALOREM TAXES ON ALL TAXABLE REAL AND TANGIBLE PERSONAL PROPERTY IN THE TOWN OF LAKE PARK FOR FISCAL YEAR 2016/2017; PROVIDING FOR AN EFFECTIVE DATE.

2. Resolution No. 38-09-16 Adopting the Budget for Fiscal Year 2016-2017

Tab 2

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, MAKING SEPARATE AND SEVERAL APPROPRIATIONS FOR ITS NECESSARY OPERATING EXPENSES, THE EXPENSES OF THE VARIOUS FUNDS AND DEPARTMENTS OF THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

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

D. PUBLIC COMMENT:

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E. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

F. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, September 21, 2016



Minutes
Town of Lake Park, Florida
Final Public Hearing
on the Budget Meeting
Tuesday, September 20, 2016, 6:30 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Final Public Hearing on the Budget Meeting on Tuesday, September 20, 2016 at 6:35 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty and Anne Lynch, Town Manager John O. D'Agostino, Assistant Town Attorney Kelly Gardner, and Town Clerk Vivian Mendez. Commissioner Michael O'Rourke was absent.

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

PUBLIC HEARING(S):

1. Resolution No. 37-09-16 Adopting the Final Millage Rate for Fiscal Year 2016-2017

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE TOWN OF LAKE PARK FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; STATING THE ROLLED-BACK RATE FOR THE TOWN OF LAKE PARK; STATING THE PERCENT BY WHICH THE TOWN MILLAGE RATE EXCEEDS, IF ANY, THE ROLLED-BACK MILLAGE RATE; AND LEVYING FOR AD VALOREM TAXES ON ALL TAXABLE REAL AND TANGIBLE PERSONAL PROPERTY IN THE TOWN OF LAKE PARK FOR FISCAL YEAR 2016/2017; PROVIDING FOR AN EFFECTIVE DATE.

2. Resolution No. 38-09-16 Adopting the Budget for Fiscal Year 2016-2017

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, MAKING SEPARATE AND SEVERAL APPROPRIATIONS FOR ITS NECESSARY OPERATING EXPENSES, THE EXPENSES OF THE VARIOUS FUNDS AND DEPARTMENTS OF THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

Mayor DuBois opened the Public Hearing. Town Manager D'Agostino explained the item (see Exhibit "A").

Finance Director Blake Rane explained the projected decreases of the Analysis of Debt Service Millage to be about .7 for Fiscal Year 2016-2017 and 0 for Fiscal Year 2017-2018 (see Exhibit "B").

Vice-Mayor Glas-Castro suggested that the Town needed to budget funds for a lobbyist to increase revenues outside of the tax rate. She explained that a lobbyist was needed due to the limited availability of the Town Manager and Commissioners. Mayor DuBois suggested that Vice-Mayor Glas-Castro provided names of lobbyists to Town Manager D’Agostino. Town Manager D’Agostino explained that the Town would need to proceed with a Request for Qualifications. Commissioner Flaherty added that he would appreciate the presence of a lobbyist in Tallahassee for the Town of Lake Park. Commissioner Lynch suggested that the lobbyist needed to be local or nearby to provide an accurate representation of the Town and its mission. Mayor DuBois explained that lobbyists were not required to reside within the County or municipality for which they represent.

Vice-Mayor Glas-Castro informed the Commission that she would not vote on Resolution No. 38-09-16 due to concerns with the language of section 6 (see Exhibit “C”). Mayor DuBois explained that previously he suggested consideration for separate discussion of section 6 as it related to mechanisms. Town Manager D’Agostino explained that he asked the following two questions of neighboring municipalities; he stated, “Do you have the ability to transfer funds from within departments? and Do you have the ability to transfer funds from one department to another”. He read the response from Finance Director Randy M. Sherman for the City of Riviera Beach, “The City Manager and I can authorize transfers within a department. We are permitted to transfer between departments with Council approval. Internal department transfers happen throughout the year. We do present a mid-year report and request at that time Council approval for any contingency requests. We do not go back for end-of-year transfers”. He read the response from Village Clerk Melissa Teal for the Village of North Palm Beach, “Per Section 4 of the Annual Budget establishes limitations on expenditures by fund, and the total appropriation of each fund may not be increased or decreased without specific authorization by a duly enacted Ordinance effecting such amendment or transfer. However, specific activity and department amounts may be exceeded upon authorization of the Village Manager so long as excesses exist in other activities within said fund budget. Notwithstanding the foregoing, the Village Council shall approve, by ordinance or resolution as required, the transfer of all appropriations in excess of \$10,000 and all transfers from the Village’s Unassigned Fund Balance Account or Council Contingency Account”. He read the response from Village Manager Richard J. Reade for the Village of Palm Springs, “we are unable to move funding from department to department without a budget amendment that requires Council approval. We are able to move funding within a department that requires an administrative budget transfer”. Mayor DuBois suggested that in addition to the discussion of section 6 the Commission establish a threshold that would require approval of the Commission. Town Manager D’Agostino explained the importance of transparency as it related to agenda items brought before the Commission. Finance Director Rane suggested the Commission continue its discussion about section 6 of Resolution No. 38-09-16 on Wednesday, September 21, 2016 at 6:30 p.m. at the Regular Commission Meeting for the Town of Lake Park.

Motion: Commissioner Flaherty moved to approve Resolution No. 37-09-16 Adopting the Final Millage Rate for Fiscal Year 2016-2017; Commissioner Lynch seconded the motion.

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Flaherty	X		

Commissioner Lynch	X		
Commissioner O'Rourke			Absent
Vice-Mayor Glas-Castro	X		
Mayor DuBois	X		

Motion passed 4-0

Motion: Commissioner Lynch moved to approve Resolution 38-09-16 Adopting the Budget for Fiscal Year 2016-2017; Commissioner Flaherty seconded the motion.

Town Manager D'Agostino announced that the Budget included the amount of \$20,000.00 for a lobbyist for the Town of Lake Park. Finance Director Rane announced that the raise for the Town Manager was also included in the budget.

Vote on Motion:

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

Motion passed 3-0

PUBLIC COMMENT OPENED:

None

PUBLIC COMMENT CLOSED:

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Assistant Town Attorney Gardner had no comments

Town Manager D'Agostino had no comments

Commissioner Lynch had no comments

Commissioner O'Rourke was absent

Commissioner Flaherty Thanked the administration for the Town of Lake Park for preparing the Budget for Fiscal Year 2016-2017.

Vice-Mayor Glas-Castro Thanked the administration for the Town of Lake Park for preparing the Budget for Fiscal Year 2016-2017.

Mayor DuBois had no comments.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Flaherty and seconded by Commissioner Lynch, and by unanimous vote, the meeting adjourned at 7:24 p.m.

Mayor James DuBois

Administrative Assistant, Shaquita Edwards

Town Clerk, Vivian Mendez

Town Seal

Approved on this _____ of _____, 2016

Exhibit "A"

July 6, 2016

Town Commission
Town of Lake Park

Re: Draft Budget Transmittal Letter

Dear Mayor James DuBois and Members of the Town Commission of Lake Park:

The purpose of the Town Manager's Transmittal Letter is to highlight the recommended changes to the Operating Budget and the proposed funding of Departmental Initiatives for the FY 16-17 Fiscal Year that will begin on October 1, 2016. I am recommending that the Millage Rate remain the same for FY 16-17 as was proposed for FY 15-16. The rate of 8.8055 which includes the Fire MSTU of 3.458. Therefore, the proposed Millage Rate without the Fire MSTU calculation is 5.3474. The millage rate has remained the same for the past three fiscal years. The increase in the General Fund Budget is the increase in value from FY 15-16 to FY 16-17; however, I must caution you that the proposed increase in value is the preliminary number provided to our Finance Director by the Palm Beach County Property Appraiser's Office. The actual numbers will be available through that office on or about July 1, 2016.

The Ad Valorem Tax increase is projected at \$167,497. The total General Fund Revenue increase is projected at \$580,774 from all revenue accounts. The revenue drivers for the General Fund include an Ad Valorem CRA increase of \$93,029, a Communications Tax Increase of \$7,891, an increase of \$27,798 increase in the Electric Franchise Fee (resulting from an estimated rate increase of 7% from Florida Power and Light, an increase in Penalties for Building Permits of \$5,500 (with the addition of a Part-Time Code Enforcement position to the budget). We expect an increase in Tennis Program revenue of \$19,000. Pursuant to the RFP which the Town has recently issued for the provision of Tennis Center Management and Maintenance Services, the new tennis professional will be is required to pay a license fee to the Town. We estimate that fee to be \$19,000 higher than the previous Tennis Professional. With an uptick in permits and construction in the Town of Lake Park, the percentage amount the Town of Hy-Byrd Inspections reimburses the Town at 20% of the fee will increase by \$110,000. We are also projecting an increase in investment income due to rate increases of \$11,500. The information contained in this portion of my transmittal letter is taken from General Fund Revenue.



Office of the
Town Manager

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

www.lakeparkflorida.gov

General Fund Initiatives

The following departmental initiatives are being presented as part of the Town Manager's proposed budget for the FY 16-17 Fiscal Year:

Town Commission Budget:

The administration has proposed to fund \$18,495 in initiatives for the Town Commission Budget. Those initiatives consist of \$5,000 for Special Events for Commissioners to attend important network functions as official representatives of the Town of Lake Park. Further, the administration has proposed to fund the redesign of the Town's official website at \$10,000 in order to make it more intuitive and customer-friendly and the purchase of five new iPads for the Mayor and each Commissioner at \$3,495.00.

Town Manager Department Budget:

The Town Manager's budget initiative is \$53,000 to fund a Grants Writer position, which is a position which currently exists in the Town's Uniform Classification System but which has remained vacant since April of 2012.

The consensus expressed by the Commission at its June 15, 2016 meeting was to fund education reimbursements under one line item. Accordingly, it is being proposed that an initiative be funded for this purpose in the amount of \$14,500 as part of the Human Resource Department budget. Such education reimbursement initiatives will be listed separately in each department budget which will be for informational purposes only.

Human Resources Department Budget:

The Human Resource Department initiatives include \$14,500 for education reimbursements referenced above. Additionally, the initiative to provide a payment to each eligible employee for refusing the Town's health insurance coverage will appear in both the Finance and Library at \$3,960 each.

Town Clerk Department Budget:

The Town Clerk Department initiative is \$2,275 which represents 5% increase to upgrade the current Administrative Assistant position to Deputy Town Clerk, which will constitute a promotion. This initiative was not listed among the initial initiatives presented to the Commission on June 15, 2016.

Information Technology Department Budget:

The initiatives for the Information Technology Department include \$13,700 for Disaster Recovery at \$1,800, \$2,700 for Work Station Management Agent and Web Protection, \$6,000 to purchase new emergency management lap top computers to augment the Town's Emergency Operations Center at Station 68 in the event of a natural disaster and the purchase of a spare server at \$3,200.

Finance Department Budget:

The initiatives for the Finance Department include \$8,428 to reclassify the Chief Accountant to the Assistant Finance Director and to adjust the Town's pay plan for employees of the Finance Department to correspond to the recent salary/wage survey conducted by the Public Employers Personnel Information Exchange (PEPIE).

Public Works Department Budget (Administration Division):

The initiatives for the Public Works Administration Division consist of \$3,000 to purchase two desk top computers, and \$25,078 for the hiring of a full-time Administrative Assistant half way through the FY 16-17 budget at the mid-year budget adjustment period.

Public Works Department Budget (General Maintenance Division):

The initiative for the Public Works Grounds Maintenance Division is \$20,000 to purchase a new 72-inch mulch mower (Toro Grounds Master).

Community Development Department Budget:

The initiative for the Community Development Department is \$22,391 to fund a part-time Code Compliance Officer position to work nights and weekends. Revenue has been increased by \$5,500 in anticipation of hiring the part time Code Compliance Officer.

Special Events (Formerly Parks and Recreation) Department Budget:

The initiative for the Special Events Department is \$60,544 for a full-time Recreation Supervisor which was mislabeled at our June 16, 2016 initiatives review as an Assistant Events Supervisor. The actual position is a Recreation Supervisor. The figure of \$60,544 includes benefits and FICA.

Library Budget:

The initiatives for the Library are \$23,297 to meet the personnel needs of the Library as recommended by the Library Director, i.e.: A \$3,000 increase for the Librarian I; and, an increase of \$7,580 to bring the part-time Library Accounting Clerk up to full time and to fund an additional part-time Library Assistant I at \$12,717 (including FICA). The increase requested by the Library Director of the current part-time Library Assistant I hours from 10 hours to 25 hours is not necessary as this position was reclassified to full-time position during this current fiscal year. The total operating budget for the Library increased from \$260,389 to \$290,000 (rounded up). The purchase of material for the Library and the Children's Room as requested by the Library Director.

Roads Fund and Enterprise Funded Initiatives

Public Works Department Streets and Road Fund Budget:

The Public Works Department Road Fund Budget increase of \$190,000 is proposed by using Earl Stewart Funds for road projects. . The Park Avenue Streetscape redesign, the Park Avenue driveway turn-outs between the 700 to 900 blocks will be completed using Earl Stewart Funds as well as the Park Avenue mill and overlay between the 800 and 900 block.

Further, the purchase of a self-propelled line striping machine and a used Palm Beach County dump truck is proposed for purchase. The Earl Stewart Funds will be used for actual road construction and reconstruction projects and not the purchase of equipment. The cost of the Park Avenue streetscape, sidewalk and driveway turn-outs as well as the mill and overlay of Park Avenue between the 700 to 900 blocks will cost \$165,000.

Public Works Facilities Maintenance Division Budget:

The Public Works Facilities Maintenance Division Budget is proposed to increase by \$44,787 (including FICA) to add one additional full-time Facilities Maintenance Worker II position. The purpose of this position is to begin a rigorous maintenance schedule for all Town-owned public buildings. Our public buildings are the largest investment our community has made throughout the years in the Town of Lake Park. The preservation and upkeep of public buildings is paramount to protecting the public investment made by our taxpayers.

Marina Fund Budget:

The Marina Fund will realize a proposed increase in revenue of \$63,155. The Marina is expecting an increase of \$40,000 in wet slip income. The projected increase in costs to rent slips at the Riviera Beach Marina will permit the Lake Park Marina to increase wet slip rental fees an estimated 5.7%. With the implementation of a flat rate utility charge, the Marina expects to see an increase of \$42,500 in electric revenue over last year.

With the purchase of a self-propelled line striping machine for the Streets and Roads Fund, the Marina can have the parking lots re-striped and pay an internal fee for the service to the Streets and Roads Fund for such services. The Marina has decided to keep the part-time Dock Attendant position currently budgeted in the Marina Fund budget rather than increase that position from part-time to full-time.

Stormwater Utility Fund Budget:

The Stormwater Utility Fund proposes to transfer \$190,000 from fund balance to achieve two very important objectives: To update the 1999 Master Drainage Plan (phase I, Town-wide) and to replace the deep drainage structure and outfall line at the Earman River. As directed by the Town Commission, I will be working with the North Palm Beach Village

Manager as well as other stakeholders in this issue to discuss possible monetary contributions from them to the cost of this project.

Sanitation Fund Budget:

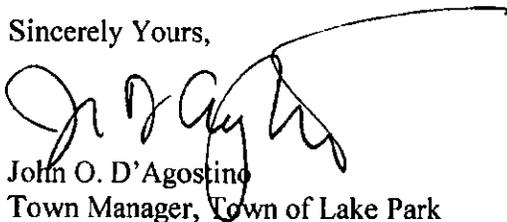
The Sanitation Fund proposes to replace the clam shell truck at \$140,000 from the Sanitation Fund balance. The other initiatives as proposed in the Sanitation Fund will be completed using fund balance.

Conclusion:

In conclusion, the proposed Town Manager's Budget is balanced **without an increase in the Millage Rate**. The proposed budget provides funding for key personnel for the Library, Facilities Maintenance, and the Special Events Department. The addition of such personnel will ensure program continuity and expansion. Further, the addition of a part-time Grants Writer will enable the Town to identify and attract much needed grant funding to supplement projects and services throughout the Town of Lake Park. The Grants Writer position will provide grant support across the organizational structure. With the purchase of a self-propelled line painting machine, Public Works personnel can now paint road lines throughout the Town. The roadwork planned for the 700 to 900 block of Park Avenue along with sidewalk reconstruction between the 700 to 900 block and a new landscape plan for Park Avenue will serve to attract new business possibilities to Park Avenue.

As we begin the budget deliberation process, the attached budget is now balanced and addresses the important initiatives of the administration and hopefully the Town Commission. The Commission's budget deliberation will enhance the budget as together we formulate a budget document that meets the needs of the entire Lake Park community.

Sincerely Yours,



John O. D'Agostino
Town Manager, Town of Lake Park

Exhibit "B"

TOWN OF LAKE PARK

FISCAL YEAR 2015 - 2016

ANALYSIS OF DEBT SERVICE MILLAGE

FOR TEN YEAR PERIOD 2007 - 2016

Fiscal Year	Oper. Millage	Inc./Dec.		% Inc./Dec. Over Prior Year
		Over Prior Year	Year	
2008	0.9500	(0.3500)		-26.92%
2009	1.1500	0.2000		21.05%
2010	1.4000	0.2500		21.74%
2011	1.7000	0.3000		21.43%
2012	1.8200	0.1200		7.06%
2013	1.7921	(0.0279)		-1.53%
2014	1.7400	(0.0521)		-2.91%
2015	1.6650	(0.0750)		-4.31%
2016	1.5600	(0.1050)		-6.31%
2017	1.4280	(0.1320)		-8.46%

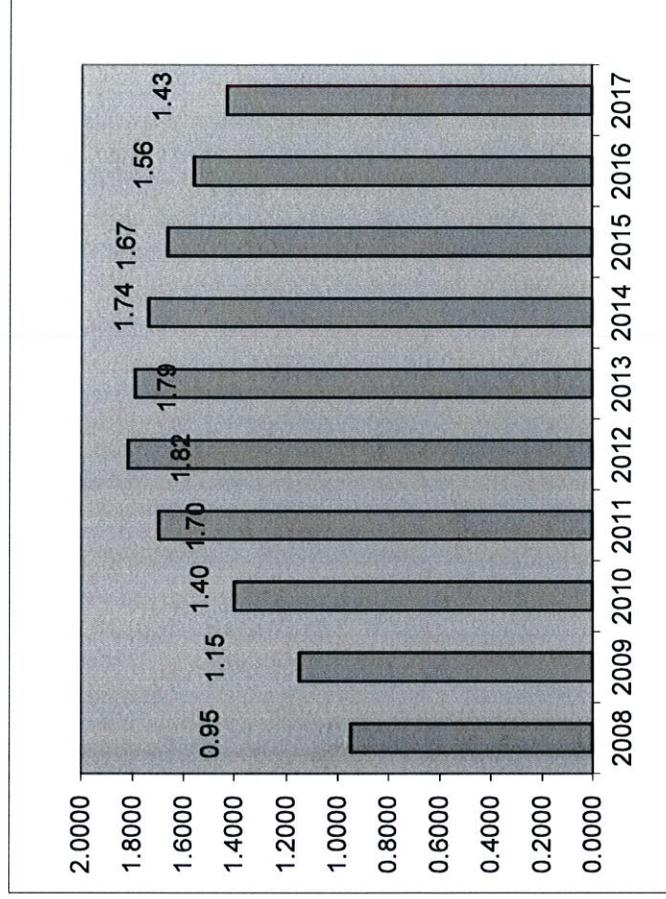


Exhibit "C"

RESOLUTION NO. 38-09-16

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, MAKING SEPARATE AND SEVERAL APPROPRIATIONS FOR ITS NECESSARY OPERATING EXPENSES, THE EXPENSES OF THE VARIOUS FUNDS AND DEPARTMENTS OF THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, AND PROVIDING FOR THE EFFECTIVE DATE THEREOF.

WHEREAS, pursuant to Article VIII, §2 of the Florida Constitution the Town of Lake Park has the governmental, corporate and proprietary powers to conduct municipal government; and

WHEREAS, pursuant to Section 166.241, Florida Statutes, each municipality in the state of Florida is required to establish a fiscal year beginning October 1 of each year and ending September 30 of the following year and shall adopt a budget each fiscal year.

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

Section 1. As hereinafter stated in this resolution, the term "fiscal year" shall mean that period of time beginning October 1, 2016, and including September 30, 2017.

Section 2. The revenues hereinafter incorporated by reference shall be, and the same hereby are, appropriated to provide the monies to be used to pay the necessary operating and other expenses of the respective funds and departments of the Town of Lake Park for the above described fiscal year.

Section 3. Sums hereinafter incorporated by reference listed as operating and other expenses of the respective funds and departments of the Town shall be, and the same hereby are, appropriated and shall be paid out of the revenues herein appropriated for said fiscal year.

Section 4. The revenues and the expenses for which appropriations are hereby made, all set forth above, shall be as follows:

- A. As set out in the amended proposed Town of Lake Park General Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.
- B. As set out in the amended proposed Town of Lake Park Debt Service Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.
- C. As set out in the amended proposed Town of Lake Park Insurance Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.
- D. As set out in the amended proposed Town of Lake Park Special Projects Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.
- E. As set out in the amended proposed Town of Lake Park Streets and Roads Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.
- F. As set out in the amended proposed Town of Lake Park Marina Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.

- G. As set out in the amended proposed Town of Lake Park Stormwater Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.
- H. As set out in the amended proposed Town of Lake Park Sanitation Fund Budget as on file in the Office of the Town Clerk of the Town of Lake Park.

Section 5. The sums hereinbefore incorporated by reference based upon departmental estimates prepared by the Town Manager and the Finance Director shall be, and the same hereby are, fixed and adopted as the budget for the operation of the Town of Lake Park Government and its other enterprises for the fiscal year beginning October 1, 2016.

Section 6. The Town Manager is hereby authorized to amend/transfer appropriations between departmental accounts provided, however, that total appropriated expenditures by fund do not exceed Commission authorized amounts.

Section 7. The Town of Lake Park adopts the provisions of Florida Statutes 200 which provides for the expenditures of monies for the fiscal year based upon the proposed budget approved by the Town Commission of the Town of Lake Park.

Section 8. This Resolution shall take effect immediately upon adoption.

THE REST OF THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY.

The foregoing Resolution was offered by Commissioner Lynch who moved its adoption. The motion was seconded by Commissioner Flaherty and upon being put to a roll call vote, the vote was as follows:

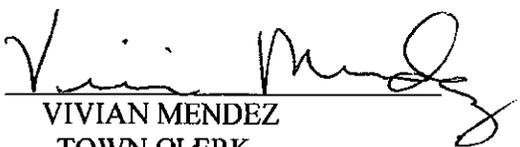
	AYE	NAY
MAYOR JAMES DUBOIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<input type="checkbox"/>	<input checked="" type="checkbox"/>
COMMISSIONER ERIN FLAHERTY	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER ANNE LYNCH	<input checked="" type="checkbox"/>	<input type="checkbox"/>
COMMISSIONER MICHAEL O'ROURKE	<u>Absent</u>	

The Town Commission thereupon declared the foregoing Resolution NO. 38-09-16 duly passed and adopted this 20 day of September, 2016.

TOWN OF LAKE PARK, FLORIDA

BY: 
JAMES DUBOIS
MAYOR

ATTEST:


VIVIAN MENDEZ
TOWN CLERK



Approved as to form and legal sufficiency:

BY:  on behalf of
THOMAS J. BAIRD
TOWN ATTORNEY

TAB 3



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: ~~October 5, 2016~~ - October 19, 2016

Agenda Item No. *Tab 3*

Agenda Title: Regular Commission Meeting Minutes of September 21, 2016

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

Approved by Town Manager *[Signature]* Date: *9-28-16*
Shaquita Edwards, Administrative Assistant
 Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: <ul style="list-style-type: none"> • Agenda • Minutes • Exhibits "A-D"
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 <i>S.E.</i> Please initial one.

Summary Explanation/Background:

To approve the Regular Commission Meeting Minutes of September 21, 2016.



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, September 21, 2016, 6:30 PM
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Anne Lynch	—	Commissioner
Michael O'Rourke	—	Commissioner
.....		
John O. D'Agostino	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Proclamation for Dwayne Bell, Sr. Employee of the Year for 2015 Tab 1
2. Marina Update Tab 2
3. Status Report on the Condition of the Town's Stormwater Drainage System and the Utility that Supports its Maintenance and Construction Tab 3

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.

4. Regular Commission Meeting minutes of September 7, 2016 Tab 4

5. First Public Hearing on the Budget Meeting minutes of September 8, 2016 Tab 5

F. **PUBLIC HEARING(S) – ORDINANCE ON FIRST READING:**

6. Ordinance No. 9-2016 Comprehensive Plan – Mixed Use Tab 6

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE FUTURE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN AS IT RELATES TO THE COMMERCIAL/RESIDENTIAL LAND USE DESIGNATION AND RESPECTIVE CAPACITY ANALYSIS.

G. **PUBLIC HEARING(S)-QUASI-JUDICIAL – RESOLUTION:**

7. Resolution No. 39-09-16 Site Plan Application for the Special Exception use for a Self-Storage Facility that is proposed in Two Phases and will Include a total of 201,600 Square Feet, to be located with the Congress Business Park Planned Unit Development. Tab 7

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

8. Ordinance No. 06-2016 Amending Chapter 78, Article I, Section 78-6 of the Lake Park Town Code, Entitled “REASONABLE ACCOMMODATION PROCEDURES” in its Entirety and Replacing it with New Reasonable Accommodation Regulations to Protect Persons with Disabilities due to Substance Abuse and the General Public. Tab 8

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AMENDING CHAPTER 78, ARTICLE I, SECTION 78-6 OF THE LAKE PARK TOWN CODE, ENTITLED “REASONABLE ACCOMMODATION PROCEDURES” IN ITS ENTIRETY AND REPLACING IT WITH NEW REASONABLE ACCOMMODATION REGULATIONS TO PROTECT PERSONS WITH DISABILITIES DUE TO SUBSTANCE ABUSE AND THE GENERAL PUBLIC; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

9. Ordinance No. 07-2016 Updating the Threshold for Capitalization Assets from \$750.00 to \$5,000.00 Tab 9

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE V, SECTION 2-24

PERTAINING TO THE RECORDING AND INVENTORY OF CERTAIN PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

10. Ordinance No. 08-2016 A Town Initiated Ordinance Proposing the Modification of Town Code Section 18-123(7) Allowing Liquor Vendors of Special Events held on Town Property to Provide their own Liquor Legal Liability Insurance to the Town.

Tab 10

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 18, ARTICLE IV, SECTION 18-123 OF THE TOWN CODE ENTITLED "ADDITIONAL CRITERIA FOR PERMIT APPROVAL"; PROVIDING FOR THE AMENDMENT OF SECTION 18-123(7) RELATED TO THE LIQUOR LEGAL LIABILITY INSURANCE; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

I. BOARD MEMBERSHIP NOMINATION:

11. Joseph Rice- Nominated for appointment to the Planning & Zoning Board as a Regular Member

Tab 11

J. NEW BUSINESS:

12. A Request from the Event Organizers of the South Florida Southern Rock Festival to Waive Facility Rental and Event Parking Fees for Event on October 1-2, 2016 at Lake Shore Park.

Tab 12

13. Continuing Professional Services Contract with Calvin, Giordano & Associates in Support of the Park Avenue Roadway Improvement Project

Tab 13

14. Revision of the Employee Evaluation Forms for General Employees and for Department Head/Supervisory Employees

Tab 14

15. Resolution No. 40-09-16 Authorizing the Mayor to Sign the Grant Agreement for State Aid to Libraries

Tab 15

16. Resolution No. 41-09-16 Recognizing Florida City Government Week from October 16-22, 2016

Tab 16

17. Resolution No. 42-09-16 to Amend the Town of Lake Park Uniform Classification System to Revision the Job Description for the Position of Chief Accountant.

Tab 17

18. Amendment of the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2017.

Tab 18

19. Resolution No. 43-09-16 Authorizing and Directing the Mayor to Execute the Second Amendment to the Town Manager Employment Agreement between the Town of Lake Park and John O. D'Agostino

Tab 19

K. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

L. ADJOURNMENT:

Next Scheduled Regular Commission Meeting will be held on Wednesday, October 5, 2016



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, September 21, 2016, 6:30 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, September 21, 2016 at 6:30 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Anne Lynch and Michael O’Rourke, Town Manager John O. D’Agostino, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

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

Mayor DuBois requested that items under New Business be moved to the Consent Agenda.

Motion: Vice-Mayor Glas-Castro moved to reorder the agenda by moving New Business items 14, 15, and 16 to the Consent Agenda; Commissioner O’Rourke seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

SPECIAL PRESENTATIONS/REPORTS

1. Proclamation for Dwayne Bell, Sr. Employee of the Year for 2015.

This items was moved to the October 5, 2016 Regular Commission meeting.

2. Marina Update.

Marina Director Ted Schiafone presented the Marina update (see Exhibit “A”). Commissioner Lynch expressed appreciation for the proposed objectives for the Marina. She offered to be a part of the marine experience center discussed during the presentation. She offered to show him a cargo trailer that has been on the Marina property for some time. She asked if vessel owners have been notified of fee changes. Marina Director Schiafone stated that raising fees were not being proposed at this time.

Commissioner O'Rourke asked where do the charter vessels fit in the dive community. Marina Director Schiafone stated that a review of the charter village would be reviewed to see if the current charter vessels fit. He stated that his concern was how they operate on the Marina property. He had an idea of which charter vessels were good and which ones were not as good. Commissioner O'Rourke asked if the Marina staff had a sense of how many charter dives take place. Marina Director Schiafone stated that they do not have that information, but he had a sense.

Commissioner Flaherty asked if it were possible to accommodate parking for all the patrons during a busy weekend. Marina Director Schiafone suspected that one charter vessel company was using outside parking and bringing in their patrons to assist with the parking situation. Commissioner Flaherty asked if the exterior showers were shut off at night. Marina Director Schiafone stated that they could be shut off at night, but the security company checks on them regularly.

Vice-Mayor Glas-Castro asked with the new payment system would patrons be paying to launch or park. Marina Director Schiafone stated that patrons would be paying to launch. He stated that with the new payment app, truck trailers could pay to park overnight.

Mayor DuBois stated that NOVA South Eastern as well as the Smithsonian in Fort Pierce had well respected Marine programs. He stated that the South Florida Water Management District and FPL had scientist that could be brought in to teach. Marina Director Schiafone stated that he had researched a few of those organizations. Mayor DuBois stated that when planning for parking there was always going to be an issue during holidays. He asked if there was any idea as to when the Marina Enterprise Fund would generate the revenue for a Marina Enterprise Capital Improvement Fund. Finance Director Blake Rane explained that the 2016 Fiscal Year would end with between \$50,000 - \$75,000 positive cash flow from the Marina.

3. Status Report on the Condition of the Town's Stormwater Drainage System and the Utility that Supports its Maintenance and Construction.

Town Manager D'Agostino explained the item. He introduced Patrick Figurella of Calvin Giordano & Associates, who presented a status report (see Exhibit "B"). Public Works Director Dave Hunt explained the importance of the National Pollution Discharge Elimination System permit held by the Town. He informed the Commission that an annual maintenance report must be provided to the Florida Department of Environmental Protection on behalf of the Environmental Protection Agency and that fines are associated with non-compliance of the permit.

PUBLIC COMMENT:

None

CONSENT AGENDA:

4. Regular Commission meeting minutes of September 7, 2016.

5. First Public Hearing on the Budget Meeting minutes of September 8, 2016.

14. Revision of the Employee Evaluation Forms for General Employees and for Department Head/Supervisory Employees

15. Resolution No. 40-09-16 Authorizing the Mayor to Sign the Grant Agreement for State Aid to Libraries

16. Resolution No. 41-09-16 Recognizing Florida City Government Week from October 16-22, 2016

Motion: Commissioner O'Rourke moved to approve the consent agenda; Commissioner Lynch seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC HEARING(S) – ORDINANCE ON FIRST READING:

6. Ordinance No. 9-2016 Comprehensive Plan – Mixed Use

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE FUTURE LAND USE ELEMENT OF THE COMPREHENSIVE PLAN AS IT RELATES TO THE COMMERCIAL/RESIDENTIAL LAND USE DESIGNATION AND RESPECTIVE CAPACITY ANALYSIS.

Town Attorney Baird requested that the item be continued to the October 5, 2016 Regular Commission meeting while staff continues to work through the language in the Ordinance.

Motion: Commissioner O'Rourke moved to continue Ordinance 09-2016 to the October 5, 2016 Regular Commission meeting; Commissioner Lynch seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC HEARING(S)-QUASI-JUDICIAL – RESOLUTION:

7. Resolution No. 39-09-16 Site Plan Application for the Special Exception use for a Self-Storage Facility that is proposed in Two Phases and will Include a total of 201,600 Square Feet, to be located with the Congress Business Park Planned Unit Development.

Disclosure of Ex-Parte Communication:

Commissioner Flaherty disclosed that he sent a “thank you” email to the applicant.

Commissioner Lynch had no ex-parte communication to disclose.

Commissioner O’Rourke had no ex-parte communication to disclose.

Vice-Mayor Glas-Castro had no ex-parte communication to disclose.

Mayor DuBois disclosed that he met with the applicant for about an hour.

Attorney Baird sworn in all witnesses.

Community Development Director Nadia DiTommaso explained the item (see Exhibit “C”).

Brian Chegus of iPlan & Design, LLC explained the item (see Exhibit “D”).

Commissioner Lynch asked Mr. Chegus for clarification of the period for the outdoor storage of recreational vehicles including RV Campers, Boats and Trailers. Mr. Chegus answered, “two to three years” and explained that there was a limited lifetime for outdoor storage. Commissioner Flaherty asked Mr. Chegus to explain the fencing specifications. Mr. Chegus explained that upon the completion of Phase II Spacebox would remove fencing and enhance the landscape to make Spacebox an open access facility. Commissioner Lynch asked Mr. Chegus about security measures for outdoor storage for the period of Phase I. Mr. Chegus explained that in Phase I there would be a keypad access gate, security cameras and additional lighting after hours. Commissioner O’Rourke asked that Mr. Chegus explain the buffers. Community Development Director DiTommaso explained that the Planned Unit Development established the perimeter buffers per site specifications and interior buffers are set by Code at 8 feet in width. Mr. Chegus added that the buffers were in compliance (see Exhibit “E”). Vice-Mayor Glas-Castro asked Mr. Chegus to provide clarification for the privacy security 8-foot post and panel concrete wall for outdoor storage during Phase I. She explained that Mr. Chegus announced fencing specifications during his presentation and that information was not included in the site plan. Community Development Director DiTommaso added that she also relied on the information represented in the site plan (see Exhibit “E”). Mr. Chegus explained that after thorough analysis of Phase II with enhanced landscape, it would be most convenient to use a chain-link fence versus a post and panel concrete wall. Vice-Mayor Glas-Castro asked Mr. Chegus what was the increased landscape size and explanations on how the plant selections and sizes on the proposed landscape plans exceeded the code requirements as represented by the applicant. Mr. Chegus explained the increased landscape specifications (see landscape plans in the site plan package-Exhibit “E”). Vice-Mayor Glas-Castro asked Mr. Chegus why the applicant had chosen not to adhere the recommendation for improved architectural detail and to extend the width of the canopy provided by the Town of Lake Park Planning and Zoning Board. Mr. Chegus explained that the architectural element was designed to meet criteria for façade

purposes and that details were not accurately conveyed to the architect. Vice-Mayor Glas-Castro asked what was the construction time for Phase I. Mr. Chequis explained that Phase I construction would be completed in 10-12 months after the final approval of permits. Vice Mayor Glas-Castro asked whether the storage facility being built in North Palm Beach was considered in the market analysis and Mr. Chequis responded that the Northlake Boulevard and Burns Road facilities being built were considered. Vice-Mayor Glas-Castro suggested that Phase 2 be completed by the PBC Traffic buildout date of December 31, 2018. Vice-Mayor Glas-Castro indicated that the appraisal provided reflected the construction of both buildings and that it did not accurately reflect the interim of construction, millage rates and that half of the value should be assumed. Vice-Mayor Glas-Castro suggested in the future that all application material be provided to the Commission, particularly the Market Study the applicant prepared. Mayor DuBois asked Mr. Chequis if he had a total for traffic impact fees; Mr. Chequis apologized and explained that he did not have that information. Mayor DuBois suggested modifications to include window fenestrations, scoring and enhanced design features such as louvers or Bahama shutters. Director of Development Mr. Casey Tippens addressed the Commission and explained that they would consider all recommendations and explained they are highly invested in the site and the project already. Commissioner Lynch asked what was the projected completion time for Phase I & II. Mr. Chequis explained that Phase II would be completed at least 36 months after Phase I commences.

PUBLIC COMMENT:

None

Motion: Commissioner O'Rourke moved to continue Resolution No. 39-09-16 to the October 19, 2016 Regular Commission meeting; Commissioner Lynch seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:

8. Ordinance No. 06-2016 Amending Chapter 78, Article I, Section 78-6 of the Lake Park Town Code, Entitled "REASONABLE ACCOMMODATION PROCEDURES" in its Entirety and Replacing it with New Reasonable Accommodation Regulations to Protect Persons with Disabilities due to Substance Abuse and the General Public.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AMENDING CHAPTER 78, ARTICLE I, SECTION 78-6 OF THE LAKE PARK TOWN CODE, ENTITLED "REASONABLE ACCOMMODATION PROCEDURES" IN ITS ENTIRETY AND REPLACING IT

WITH NEW REASONABLE ACCOMMODATION REGULATIONS TO PROTECT PERSONS WITH DISABILITIES DUE TO SUBSTANCE ABUSE AND THE GENERAL PUBLIC; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: Commissioner O'Rourke moved to approve Ordinance No. 06-2016 on second reading; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

9. Ordinance No. 07-2016 Updating the Threshold for Capitalization Assets from \$750.00 to \$5,000.00.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2, ARTICLE V, SECTION 2-24 PERTAINING TO THE RECORDING AND INVENTORY OF CERTAIN PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

Motion: Commissioner O'Rourke moved to approve Ordinance No. 07-2016 on second reading; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

10. Ordinance No. 08-2016 A Town Initiated Ordinance Proposing the Modification of Town Code Section 18-123(7) Allowing Liquor Vendors of Special Events held on Town Property to Provide their own Liquor Legal Liability Insurance to the Town.

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 18, ARTICLE IV, SECTION 18-123 OF THE TOWN CODE ENTITLED "ADDITIONAL CRITERIA FOR PERMIT APPROVAL"; PROVIDING FOR THE AMENDMENT OF SECTION 18-123(7) RELATED TO THE LIQUOR LEGAL LIABILITY INSURANCE; PROVIDING

FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion: Commissioner O'Rourke moved to approve Ordinance No. 08-2016 on second reading; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

BOARD MEMBERSHIP NOMINATION:

11. Joseph Rice- Nominated for appointment to the Planning & Zoning Board as a Regular Member.

Motion: Mayor DuBois nominated Mr. Rice for the Planning & Zoning Board; Commissioner Flaherty seconded the nomination.

Vote on Motion:

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

Motion passed 5-0

NEW BUSINESS:

12. A Request from the Event Organizers of the South Florida Southern Rock Festival to Waive Facility Rental and Event Parking Fees for Event on October 1-2, 2016 at Lake Shore Park.

Town Manager D'Agostino explained that Town Administration and the event organizers of the South Florida Southern Rock Festival have met with all stakeholders, Palm Beach County Sheriff's Office and Palm Beach County Fire Rescue to establish plans. He explained that the total financial impact to the Town for fee waivers totaled \$3,602.60. Mr. Johnny Ringo of Southern Events and Promotions, Inc. introduced himself and addressed the Commission. He explained that plans would be acknowledged and finalized with Palm Beach County Sheriff's Office and Fire Rescue on Thursday, September 22, 2016. Mayor DuBois asked Mr. Ringo why the Town should waive the requested fees. Mr. Ringo explained that he was granted fees waivers for previous events held in the Town of Lake Park. Town Manager D'Agostino explained that there was a request for the closure of Lake Shore Drive from on October 1st and 2nd, 2016 from 11:00 a.m. until 7:00 p.m. to accommodate additional parking. Commissioner O'Rourke asked

for clarification of fee waivers in the amount of \$3,602.60. Town Manager D'Agostino explained that the total was based on the specifications for South Florida Rock Festival. Special Events Director Riunite Franks explained that the fee included staff for the rental of the Lake Shore Indoor Pavilion and that the additional fees would not affect the Town Budget. Vice-Mayor Glas-Castro asked if Tennis Programs were canceled for the duration of the event. Town Manager D'Agostino explained that the Tennis Programs were not canceled. Vice-Mayor Glas-Castro asked Mr. Ringo if admission to the event was free for the residents of Lake Park and if proceeds from alcohol sales would go to the Lake Park Kiwanis Club; Mr. Ringo answered, "Yes" and explained that additional charitable organizations would be present at the event. Mr. Ringo explained that attendees were permitted to bring chairs and asked the Commission if bleachers were available for use. Mayor DuBois authorized the use of the bleachers for the Festival.

Motion: Commissioner O'Rourke moved to approve the request from the event organizers of the South Florida Southern Rock Festival to waive facility rental and event parking fees for event on October 1-2, 2016 at Lake Shore Park and use of bleachers; Commissioner Lynch seconded the motion.

Vote on Motion:

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

Motion passed 5-0

13. Continuing Professional Services Contract with Calvin, Giordano & Associates in Support of the Park Avenue Roadway Improvement Project

Motion: Commissioner Flaherty moved to continue Professional Services Contract with Calvin, Giordano & Associates in support of the Park Avenue Roadway Improvement Project; Commissioner Lynch seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

17. Resolution No. 42-09-16 to Amend the Town of Lake Park Uniform Classification System to Revise the Job Description for the Position of Chief Accountant.

Motion: Vice-Mayor Glas-Castro moved to approve Resolution No. 42-09-16; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

18. Amendment of the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2017.

Motion: Commissioner Lynch moved to approve amendment of the Town of Lake Park Position Titles, Job Codes and Pay Plan for Fiscal Year 2017; Commissioner Flaherty seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

19. Resolution No. 43-09-16 Authorizing and Directing the Mayor to Execute the Second Amendment to the Town Manager Employment Agreement between the Town of Lake Park and John O. D'Agostino.

Motion: Commissioner Flaherty moved to approve Resolution No. 43-09-16; Commissioner Lynch seconded the motion.

Vote on Motion:

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

Motion passed 5-0.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird had no comments.

Town Manager D'Agostino asked if the Commission would authorize permission to write a proclamation in support of the PFC Bruce W. Carter Young Marines Organization for drug awareness and education for Red Ribbon Week. The Commission did not authorize the proclamation in support of PFC Bruce W. Carter Young Marines Organization. He announced that the Town of Lake Park would meet with the Florida Municipal Loan Corporation in efforts to close its bond issue. He announced that the Lake Park Sunset Celebration would be on Friday, September 30, 2016 from 6:00 p.m. until 9:00 p.m. at the Lake Park Harbor Marina.

Commissioner Lynch asked Lieutenant Gendreau if Citizens on Patrol should participate in the South Florida Southern Rock Festival. Lieutenant Gendreau agreed, and explained that the event would be properly staffed. Commissioner O'Rourke asked that the public and event organizers be made aware that only service dogs were permitted in the park. Lieutenant Gendreau explained that there would be restricted access to the event

Commissioner O'Rourke invited everyone to attend the Sunset Celebration on Friday, September 30, 2016 from 6:00 p.m. until 9:00 p.m. at the Lake Park Harbor Marina.

Commissioner Flaherty had no comments.

Vice-Mayor Glas-Castro announced that Cities are preparing for the Read for the Record Event and that participation was welcomed. Mayor DuBois asked what book would be read; Library Director Karen Mahnk answered, "The Bear ate my Sandwich" and explained that the event would be from October 24, 2016 through October 27, 2016.

Mayor DuBois announced that the Lake Park Diversity Council would meet on Thursday, September 22, 2016 at 10:00 a.m.; thereafter, he would attend a Literacy Coalition Meeting. He congratulated Joseph Rice for his appointment to the Planning and Zoning Board as a Regular Member.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Flaherty and seconded by Vice-Mayor Glas-Castro, and by unanimous vote, the meeting adjourned at 9:43 p.m.

Mayor James DuBois

Administrative Assistant, Shaquita Edwards

Town Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2016

Exhibit "A"

Lake Park Harbor Marina

Update September 21, 2016



INTRODUCTION

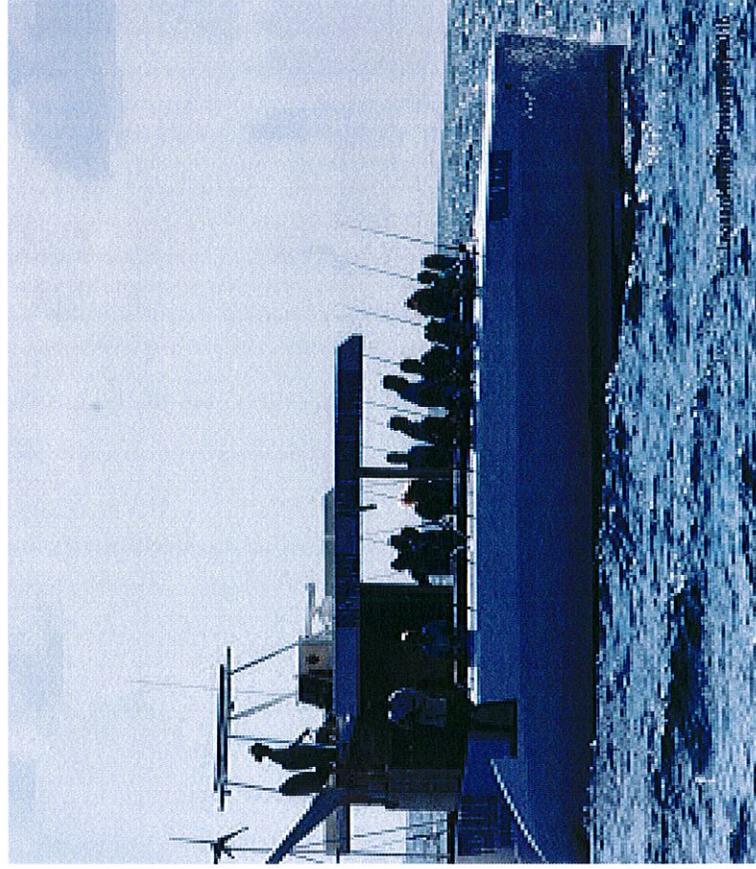
- Marina Director – Ted Schiafone
- Recent News
 - FIND Grant
 - PBC Fishing Foundation – Kids Fishing Days

FIND Grant Standings

2016-2017 Waterway Assistance Program Project Applications

AGENDA ITEM#	COUNTY	PROJECT SPONSOR	PROJECT TITLE	ASSISTANCE REQUESTED	RUNNING TOTAL	AVERAGE SCORE
ITEM 10.49	St. Johns	City of St. Augustine	Salt Run Dredging Part 7	\$150,000.00	\$150,000.00	47.83
ITEM 10.03	Martin	Martin County	Phipps Park Shoreline	\$350,000.00	\$500,000.00	46.25
ITEM 10.47	St. Johns	City of St. Augustine	Shoal Markers for Menendez Mooring Field	\$10,000.00	\$510,000.00	45.92
ITEM 10.23	St. Lucie	City of Fort Pierce	Boat Access Fisherman's Wharf Moores Creek	\$78,500.00	\$588,500.00	45.67
ITEM 10.52	Miami-Dade	City of Miami	Dinner Key Marina Mooring Facility Phase I	\$75,000.00	\$663,500.00	45.58
ITEM 10.59	Miami-Dade	City of Miami	Virginia Key Boat Launch and Parking Phase I	\$60,500.00	\$724,000.00	45.58
ITEM 10.55	Miami-Dade	City of Miami	Mooring Facility off Watson Island Ph I	\$75,000.00	\$799,000.00	45.50
ITEM 10.63	Miami-Dade	Miami-Dade County	Crandon Marina Floating Dock Reno. Part 2	\$550,410.00	\$1,349,410.00	45.33
ITEM 10.24	St. Lucie	St. Lucie County	Port of Ft Pierce - Fisherman's Wharf Phase I	\$316,000.00	\$1,665,410.00	45.25
ITEM 10.45	St. Johns	St. Johns County	Frank Butler Park West Boat Ramp Dredging	\$60,000.00	\$1,725,410.00	45.17
ITEM 10.31	Brevard	Brevard County	POW MIA Park Channel Dredging Phase II	\$225,000.00	\$1,950,410.00	45.08
ITEM 10.35	Brevard	City of Rockledge	Rockledge Multi-purpose Day use Dock Ph I	\$84,000.00	\$2,034,410.00	45.08
ITEM 10.36	Volusia	City of Daytona Beach	Riverfront Park Day Docks Phase II	\$717,368.00	\$2,751,778.00	45.00
ITEM 10.65	Miami-Dade	Miami-Dade County	Matheson Marina Floating Dock Ren. Part 2	\$526,300.00	\$3,278,078.00	45.00
ITEM 10.08	Palm Beach	Miami-Dade County	Currie Park Boat Access Phase II	\$428,000.00	\$3,706,078.00	44.92
ITEM 10.14	Nassau	City of West Palm Beach	Mooring Field Capacity Increase Phase II	\$150,000.00	\$3,856,078.00	44.92
ITEM 10.37	Volusia	City of Holly Hill	Sunrise Park South Ramp and Dredging Ph II	\$341,110.00	\$4,197,188.00	44.92
ITEM 10.13	Nassau	City of Fernandina Beach	Marina Basin Maintenance Dredging	\$151,650.00	\$4,348,838.00	44.83
ITEM 10.27	Duval	City of Jacksonville	Half Moon Island Park & Boat Ramp Phase II/A	\$924,199.00	\$5,273,037.00	44.83
ITEM 10.66	Miami-Dade	Miami-Dade County	Pelican Island Dock Replacement	\$123,000.00	\$5,396,037.00	44.67
ITEM 10.28	Duval	City of Jacksonville	Metro Park Marina Dredge Phase I	\$100,000.00	\$5,496,037.00	44.58
ITEM 10.34	Brevard	City of Palm Bay	Palm Bay Municipal Marina Dock & Dredge	\$42,500.00	\$5,538,537.00	44.58
ITEM 10.60	Miami-Dade	City of Miami	Virginia Key Seawall, Dock & Kayak Launch Ph	\$1,017,804.00	\$6,556,341.00	44.58
ITEM 10.18	Broward	Broward County	Hollywood N Beach Park Mooring Field Ph I	\$75,000.00	\$6,631,341.00	44.50
ITEM 10.58	Miami-Dade	City of Miami	Seybold Canal and Wagner Creek Dredging	\$1,200,000.00	\$7,831,341.00	44.50
ITEM 10.53	Miami-Dade	City of Miami	Miami Marine Stadium In-water Phase I	\$250,000.00	\$8,081,341.00	44.33
ITEM 10.16	Flagler	Town of Marineland	Marineland Marina Phase II/B	\$200,000.00	\$8,281,341.00	44.00
ITEM 10.41	Volusia	City of Ormond Beach	Cassen Park Public Dock Phase I	\$53,298.75	\$8,334,639.75	44.00
ITEM 10.62	Miami-Dade	City of Miami Beach	North Beach Kayak Launch Dock	\$142,007.00	\$8,476,646.75	44.00
ITEM 10.10	Palm Beach	Town of Lake Park	Lake Park Harbor Marina Dock Retrofit Phase I	\$55,000.00	\$8,531,646.75	43.75
ITEM 10.07	Palm Beach	City of Riviera Beach	Riviera Beach City Marina Dock G & Lifts	\$1,157,000.00	\$9,688,646.75	43.67
ITEM 10.15	Nassau	City of Fernandina Beach	Southern Basin Dock Realignment Phase I	\$75,000.00	\$9,763,646.75	43.67
ITEM 10.64	Miami-Dade	Miami-Dade County	Homestead Bayfront Marina Ramp Piers Ph I	\$75,000.00	\$9,838,646.75	43.67

Kids Fishing Days



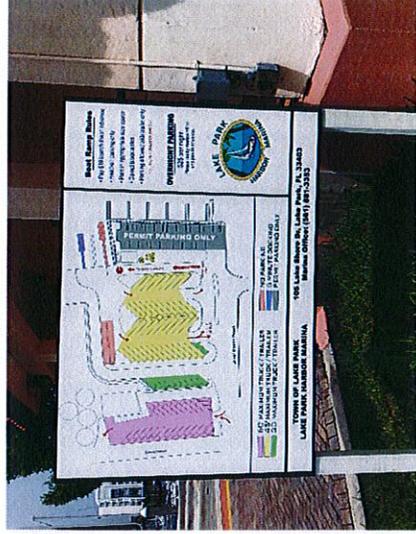
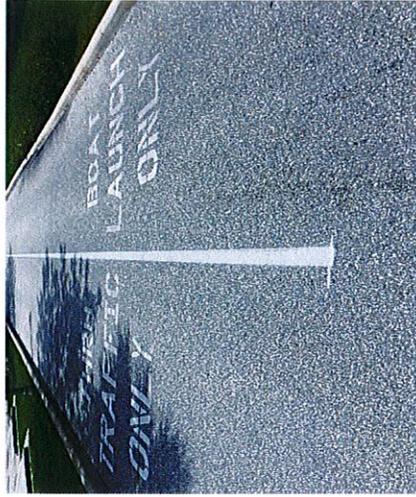
OBJECTIVES

- 1) Operational Efficiency
- 2) Financial Improvement / Controls
- 3) Property Enhancements
- 4) Long Term Sustainability / Maintenance and Reserves
- 5) Future Update / Requests

1) OPERATIONAL EFFICIENCY

- Boat Ramp / Trailer Parking
- Fuel Dock
- Main Parking Lot
- Charters / Commercial Vessels

Boat Ramp / Trailer Parking



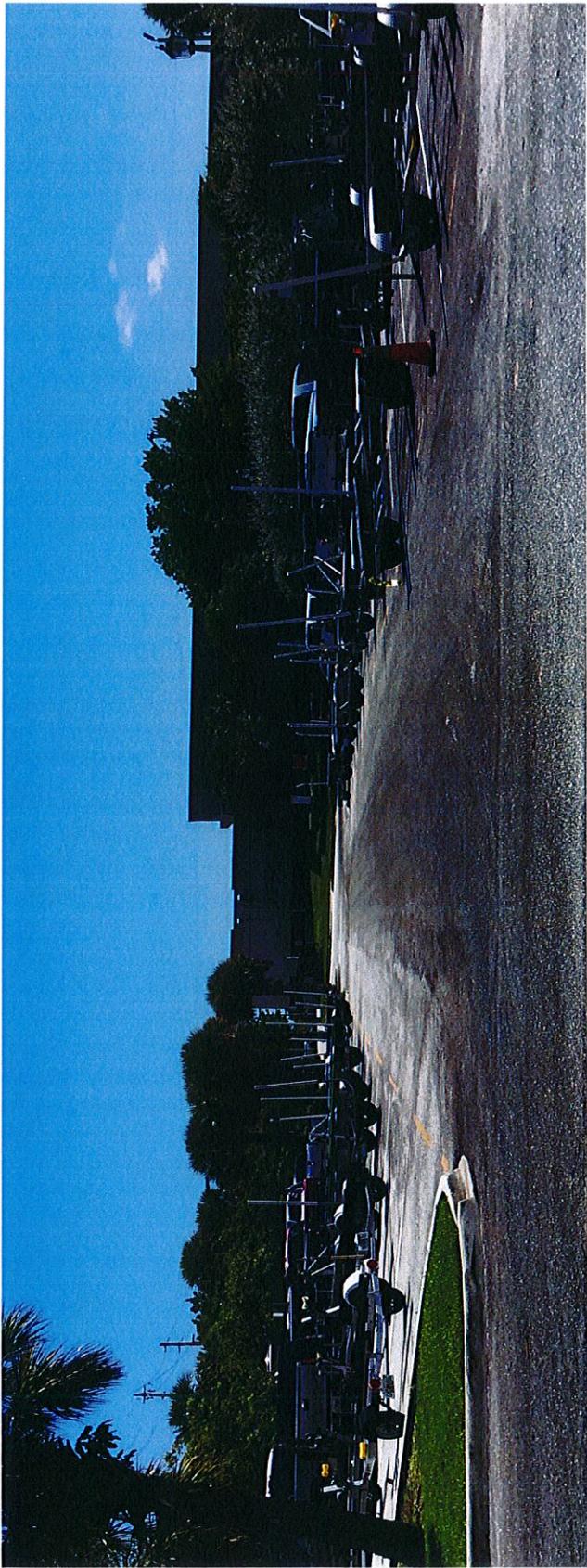
Typical Day at Boat Ramp – Prior to Changes



4th of July Weekend – Prior to Changes



Labor Day Weekend – With Changes



Labor Day Weekend – Upper Parking Lot



Fuel Dock



New!
Q Series
2-Way Radio Callbox
 Narrowband Analog

Put Communication Right Where You Need It! Install the Q Series radio-callbox virtually anywhere to maximize manpower efficiency, improve safety or service response time. Deploy easily — no wires, no tethering, no construction required. Can be used independently using cellular batteries or can be powered using optional PC adapter.

The Q Series callbox provides long range, 2-way communication and allows staff and visitors to communicate with your 2-way radio-equipped personnel from points near and far — the plant floor, maintenance garages, gated areas, delivery docks or the job site.

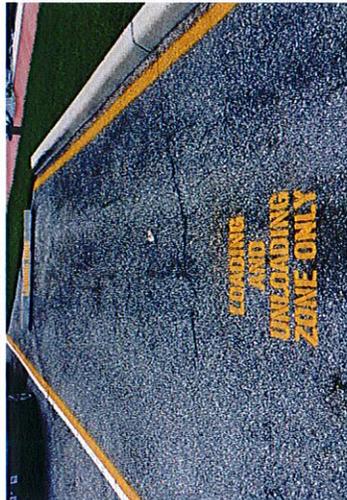
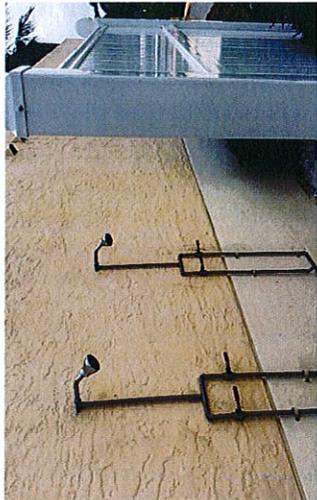
Features/Benefits:

- Wireless, 2-Way Push-To-Talk Narrowband Analog Technology. No Cords, Tethers or Construction Costs To Install.
- High Performance/Features, Business Based, Rechargeable. Long Range — Up to 1 Mile — Line-Of-Sight. Works With Any Other Analog Business Band 2-Way Radio.
- Rugged, High Impact Guard Sued Enclosure.
- Durable, Sealed and Waterproof For Outdoor Use.
- Internal Antenna, Tough Weathered Aluminum FT/EU Button.
- Long-Life, Tamper and Shock-Resistant.
- Battery Powered or External Power Capable.
- Stand-Alone Operation. No Wires, or Cord. External Powered For Always-On Operation.
- High-Audio Output, High-Gain Mic Capability.
- Adjustable Volume — Loud, Easy To Hear in Loud Environments.
- User Adjustable Settings and PC Programmable.
- Allows Easy, In-The-Field Programming or Via PC.
- Built-In Radio Control (7 series models only).
- Allows Long-Range, Remote Control Of Gates Or Doors.
- Standard Range Mount Hole Pattern.
- Easy Installation, Optional Mounting Brackets Available.
- Available In Different Colors.
- Pick The Color Best Suited To Meet Your Needs:
- High Visibility Green and Cool Black.
- Custom Colors Available For Volume Applications.



Applications... Schools and Gas Stations • Manufacturing and Construction Sites • Health Care Facilities • Golf Courses • Gas Stations • Retail Stores • Parking Garages and Retail Stores

Main Parking Lot



Charters \ Commercial Vessels



2) FINANCIAL IMPROVEMENTS / CONTROLS

- Boat Ramp / Overnight Trailer Parking
- Fuel System
- Cash Drawer / Cash Payments
- Accounts Receivables / Billing
- Rate Structure / Fees / Fines

3) PROPERTY IMPROVEMENTS

- Marina Office / Marina Property
- Individual Slip Tenants
- Commercial Slip Tenants – “Charter Captain Village”

4) LONG TERM SUSTAINABILITY

- Short Term – Maintenance
- Long Term – Reserves for Replacement

5) FUTURE UPDATES / REQUESTS

- Market Conditions – Competitive Pricing Opportunity
- Annual Lease Addendum – Deposit
- Charter Captain Village – Premier Location in Palm Beach County



Exhibit "B"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 21, 2016

Agenda Item No. Tab 3

Agenda Title: Status Report on the Condition of the Town's Stormwater Drainage System and the Utility that Supports its Maintenance and Construction

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

Approved by Town Manager *[Signature]* Date: 9-9-16
[Signature]
 David Hunt / Public Works Director

Originating Department: Public Works	Costs: N/A Funding Source: 402 – Storm-water Utility Acct. # N/A <input type="checkbox"/> Finance _____ N/A	Attachments: Power Point Presentation
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>[Signature]</i></u> Please initial one.

Summary Explanation/Background:

The Town's stormwater drainage system consists of grassed swales that convey rain water to catch basins that connect to underground pipes that carry water to 10 major outfalls that discharge into the Intracoastal Waterway and South Florida Water Management District's (SFWMD) C-17 canal. This system prevents the flooding of dwellings and businesses and ensures the safe passage of vehicular traffic.

In 1986 the Town's consultant prepared an Engineering Investigation and Report that included a Comprehensive Storm Drainage Improvements Program, more commonly called the Master Drainage Plan (the Plan). This plan was updated in 1993 and again in 1999. The 1999 Plan update recommended improvements to the system that were estimated to cost \$6,365,950. In the ensuing years, some of these improvements were made using grant funds. The stormwater system atlas

was not updated with each new project that was completed after 1999. Town crews have attempted to field verify and document structures that do not appear in the Plan. A system wide survey will aid in analyzing which previously recommended projects have not been completed.

In 1987 the EPA was required, under Section 402 (p) of the Clean Water Act, to establish final regulations governing stormwater discharge permit application requirements. In 1997 the first 5-year National Pollutant Discharge Elimination System (NPDES) permit was issued to Palm Beach County's forty co-permittees. The permit required each municipality to perform system maintenance and to report its annual activities. The General Fund financed these compliance activities until 2008 when the Stormwater Utility was created. The utility established a user fee based upon the amount of impervious surface found on a typical residential site. This Equivalent Stormwater Unit (ESU) was set at 5,202 square feet and a residential account was charged \$6.00 per month.

In 2009 the charge per ESU was adjusted to its current rate of \$6.50 per month. This appears on the residents' non- ad valorem tax bill for the annual amount of \$78.00.

It has been seventeen years since the Master Drainage Plan was updated. Elements of the system are failing due to their age. Development and environmental changes have put stress upon the system's capacity to handle significant storm events. Data collection in support of reporting requirements demand that digital files be created in order to gage the effectiveness of maintenance activities and to determine which parts of the system are not performing properly.

The Town's engineering consultant, Calvin, Giordano & Associates, has been assigned the job of specifying the tasks necessary to create a new stormwater Master Drainage Plan. The Fiscal Year 2016-17 Stormwater Fund has budgeted \$100,000 to prepare Phase I of the town-wide Master Drainage Plan. The Plan will identify the location of all drainage structures and comment upon their condition. The Plan will examine the performance of the system and make improvement recommendations. Projects will be prioritized and costs estimates will be developed.

Concurrent with the development of a new Master Plan, Town staff is analyzing its long range equipment needs that are used in the daily inspection, maintenance, and operation of the drainage system.

All of these anticipated costs, based upon the severity of the need, will be distributed across suggested timelines and then compared with annual utility revenues. Based upon discussions concerning how the Town would like to move the programs forward, utility rates will be calculated to meet the established goals over a period of years.

Recommended for Future Consideration:

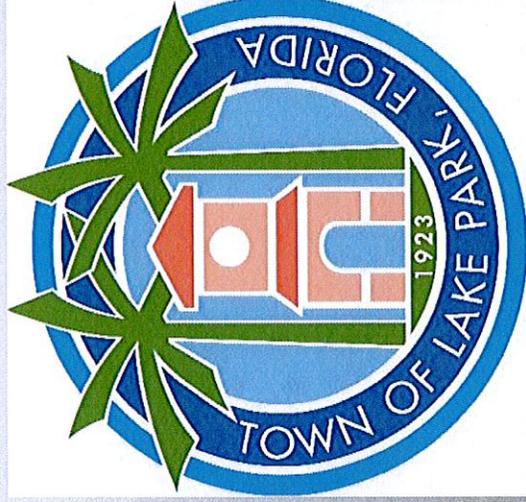
Staff will be bringing consultant services proposals forward for your review and approval at future meetings. The consultant's products will aid in the development of the Master Drainage Plan.

Rate adjustments will need to be evaluated and consideration must be given as to how they will be implemented (i.e., front loaded for quick action versus incremental annual steps consistent with scheduled improvements' critical path, codification of annual adjustments that set a termination date, establishment of rates sufficient to service loans or bonds, etc.)

TOWN OF LAKE PARK

Stormwater System Update

September 21, 2016



Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS™

Stormwater System

At a Glance

- **Town is 1,122 Acres**
- **3055 Parcels**
- **409 Drainage Structures**
- **46,000 Linear Feet of Pipe**
- **9,503 Linear Feet of Exfiltration Trench**
- **10 Outfalls**

Stormwater System

EXISTING KNOWLEDGE BASE IS OLD

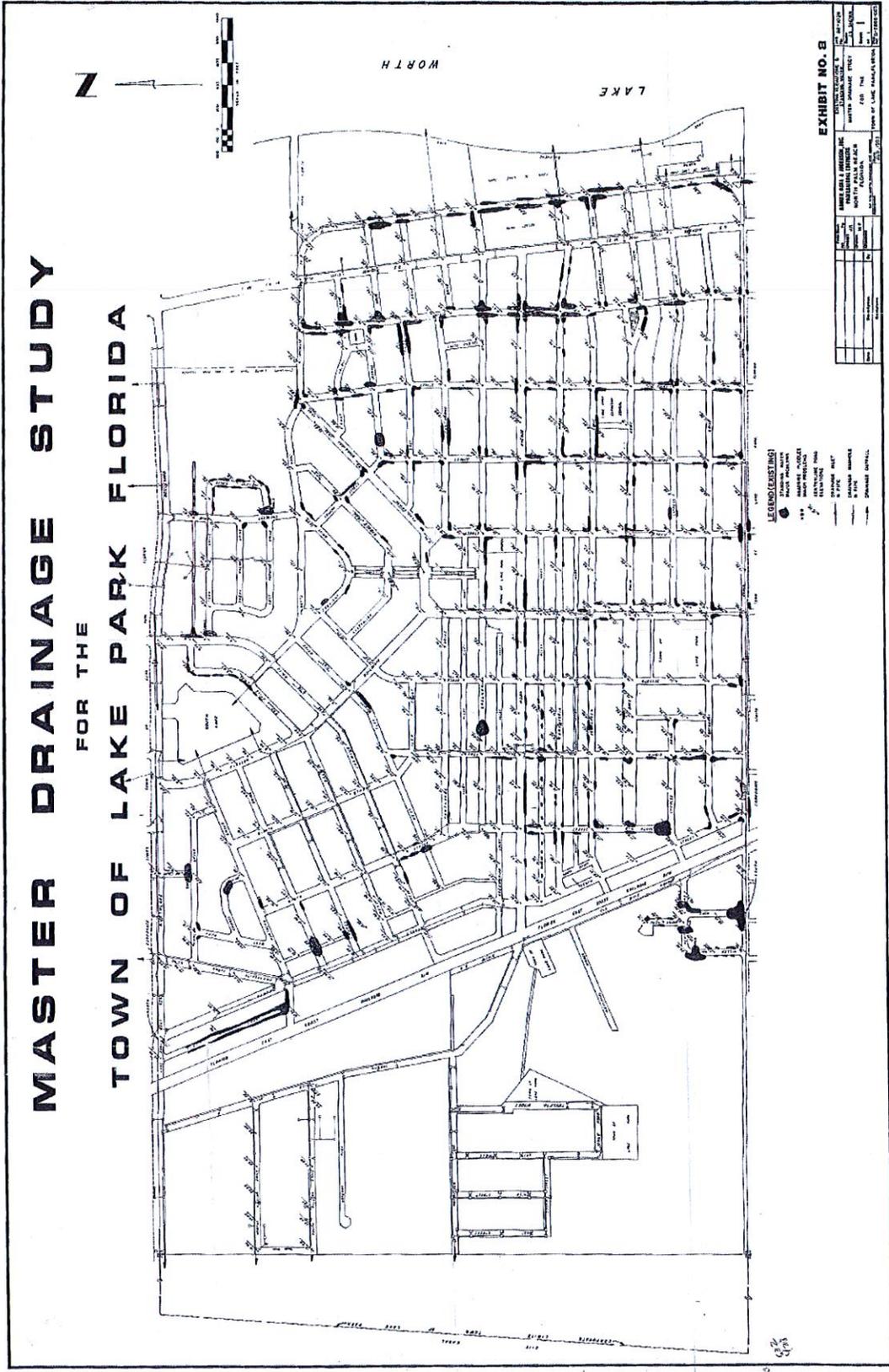
- Original Date March, 1986
- Revised in August, 1993 and August 1996
- No Digital Data
- Survey Data on Old Datum of Unknown Quality
- Does not Encompass Whole Town
- Manual Updates by PW Staff

Stormwater System - Town Aerial

LIMIT OF CURRENT PLAN

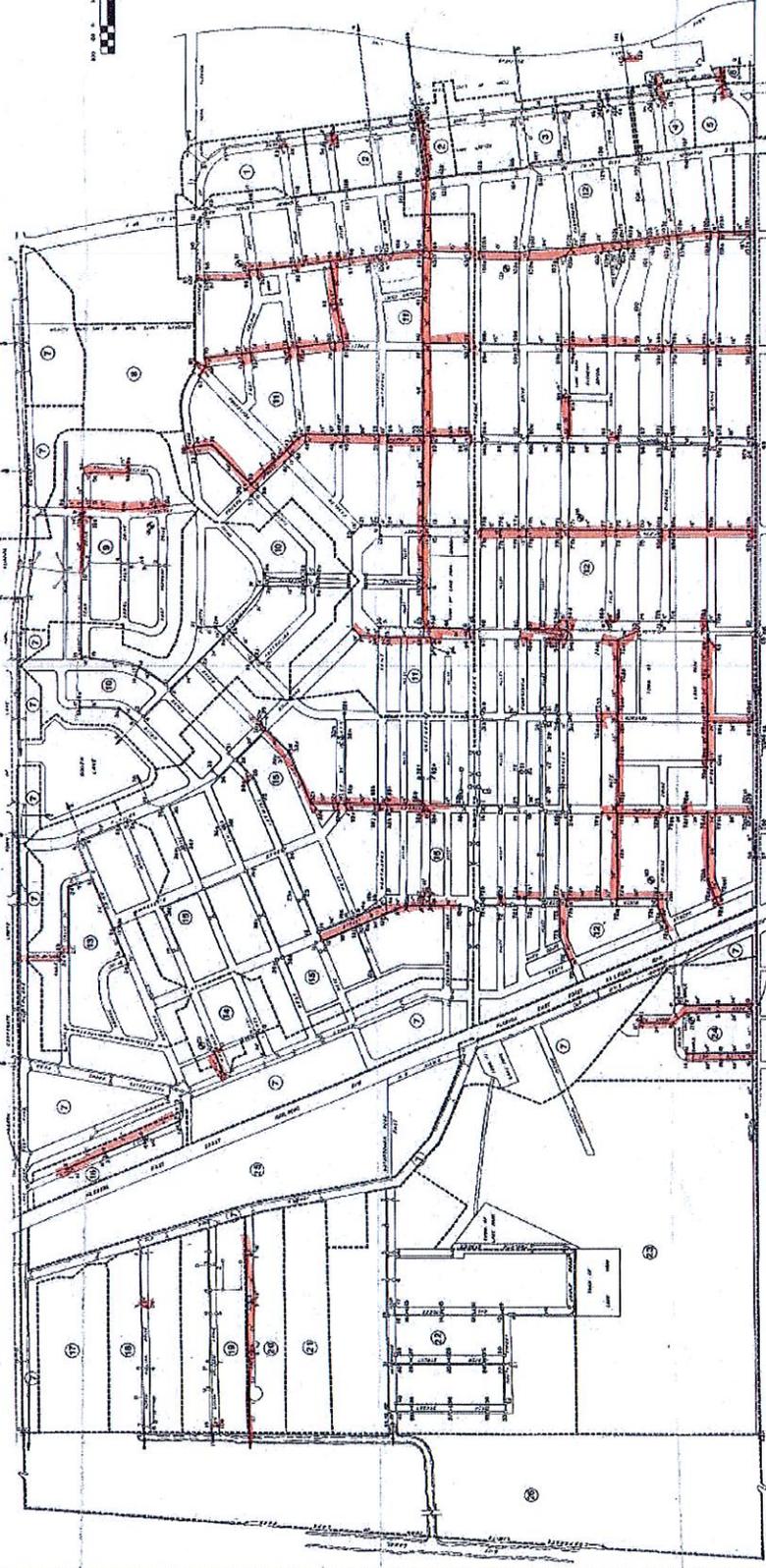


Problem Areas in 1996



The Master Drainage Plan

MASTER DRAINAGE STUDY FOR THE TOWN OF LAKE PARK FLORIDA



LEGEND

DRAINAGE LINE
 MANHOLE
 STRUCTURE
 STREET
 UTILITY LINE
 BOUNDARY
 EASEMENT
 RIGHT-OF-WAY
 WATER BODY
 WETLAND
 FLOOD ZONE
 PROPOSED DRAINAGE LINE
 PROPOSED MANHOLE
 PROPOSED STRUCTURE
 PROPOSED STREET
 PROPOSED UTILITY LINE
 PROPOSED BOUNDARY
 PROPOSED EASEMENT
 PROPOSED RIGHT-OF-WAY
 PROPOSED WATER BODY
 PROPOSED WETLAND
 PROPOSED FLOOD ZONE

EXHIBIT NO. 73

PROJECT NUMBER	DATE	SCALE	BY	CHECKED
73-0000	10/1/16	1" = 100'	J. L. ...	J. L. ...
PROJECT NAME	PROJECT LOCATION	PROJECT NUMBER	DATE	SCALE
MASTER DRAINAGE STUDY	TOWN OF LAKE PARK, FLORIDA	73-0000	10/1/16	1" = 100'
PROJECT NUMBER	DATE	SCALE	BY	CHECKED
73-0000	10/1/16	1" = 100'	J. L. ...	J. L. ...

Stormwater System Needs

- **Field Survey of All Existing Drainage Structures**
- **Review TV Inspection of 6,900 Linear Feet of pipe**
- **Televise and 39,100 Linear Feet of pipe**
- **Acquire new Topographical Data (LIDAR)**
- **Create Stormwater Models of the 10 Outfall Systems**
- **Prepare New Master Drainage Plan for Town's Future**
- **5-Year Plans for Improvement**

Stormwater Utility Funding Issues:

Current Funding Supports Operations Only:

- **Major Equipment Maintenance Not Supported**
 - **Vac-Truck Life Extension**
 - **Street Sweeper**
- **Equipment Replacement Not Supported**
 - **Vac-Truck/Street Sweeper Replacement Every 10 Years**
- **Updating Stormwater Master Plan Not Supported**
- **Construction of Improvements Not Supported**

Where Do We Go From Here?

- **TMDL Limits Coming in Future NPDES Permit**
- **Need to Update Master Drainage Plan**
- **Need to Implement 5-Year Plans**
- **SWU Rate Adjustment Will Be Required to**

Accomplish Long Range Goals



Exhibit "c"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 21, 2016

Agenda Item No. Tab 7

Agenda Title: SITE PLAN APPLICATION FOR THE SPECIAL EXCEPTION USE OF A SELF-STORAGE FACILITY THAT IS PROPOSED IN TWO PHASES AND WILL INCLUDE A TOTAL OF 201,600 SQUARE FEET, TO BE LOCATED WITHIN THE CONGRESS BUSINESS PARK PLANNED UNIT DEVELOPMENT.

- [] SPECIAL PRESENTATION/REPORTS [] CONSENT AGENDA
[] BOARD APPOINTMENT [] OLD BUSINESS
[] PUBLIC HEARING ORDINANCE ON __ READING
[X] RESOLUTION - PUBLIC HEARING/QUASI-JUDICIAL
[] OTHER

Approved by Town Manager [Signature] Date: 9-14-16

Nadia Di Tommaso / Community Development Director [Signature]

Table with 3 columns: Originating Department (Community Development), Costs (\$ Legal/Consultant review and required advertisement and certified mail), Attachments (Staff Report, Resolution 39-09-16, etc.), Advertised (Date: 08-08-2016), and Yes I have notified everyone ND - see notation in costs field.

Summary Explanation/Background:

Please refer to the enclosed staff report.

Recommended Motion: I MOVE TO APPROVE RESOLUTION 39-09-16 WITH THE CONDITIONS OF APPROVAL PROPOSED BY STAFF.



**TOWN LAKE OF PARK
TOWN COMMISSION
MEETING DATE: September 21, 2016
STAFF REPORT**

APPLICATION: SITE PLAN APPLICATION FOR THE SPECIAL EXCEPTION USE OF A SELF-STORAGE FACILITY THAT IS PROPOSED IN TWO PHASES AND WILL INCLUDE A TOTAL OF 201,600 SQUARE FEET, TO BE LOCATED WITHIN THE CONGRESS BUSINESS PARK PLANNED UNIT DEVELOPMENT

SUMMARY OF APPLICANT’S REQUEST: Spacebox Lake Park, LLC (“Applicant”), is proposing to develop a self-storage FACILITY in two phases that will provide 201,600 square feet (*100,800 square feet in each phase*) of self-storage within Tract G1 of the Congress Business Park Planned Unit Development (PUD) (“the Site”). The Site is currently owned by Congress Avenue Properties (“Owner”) that the Applicant has a contract to purchase the Site.

The Site has a “Commercial/Light Industrial” future land use designation and is within the Congress Business Park PUD Zoning District. The Site has an underlying Commercial-2 Business District (C-2) zoning designation. The C-2 designation allows “storage warehouses” as special exception uses.

Staff Recommendation: APPROVAL with conditions. Refer to pages 10-12 of this staff report for conditions. The Applicant has provided staff with a Market Feasibility Study for the proposed self-storage use, which the Applicant will present at the TC Meeting on September 21.

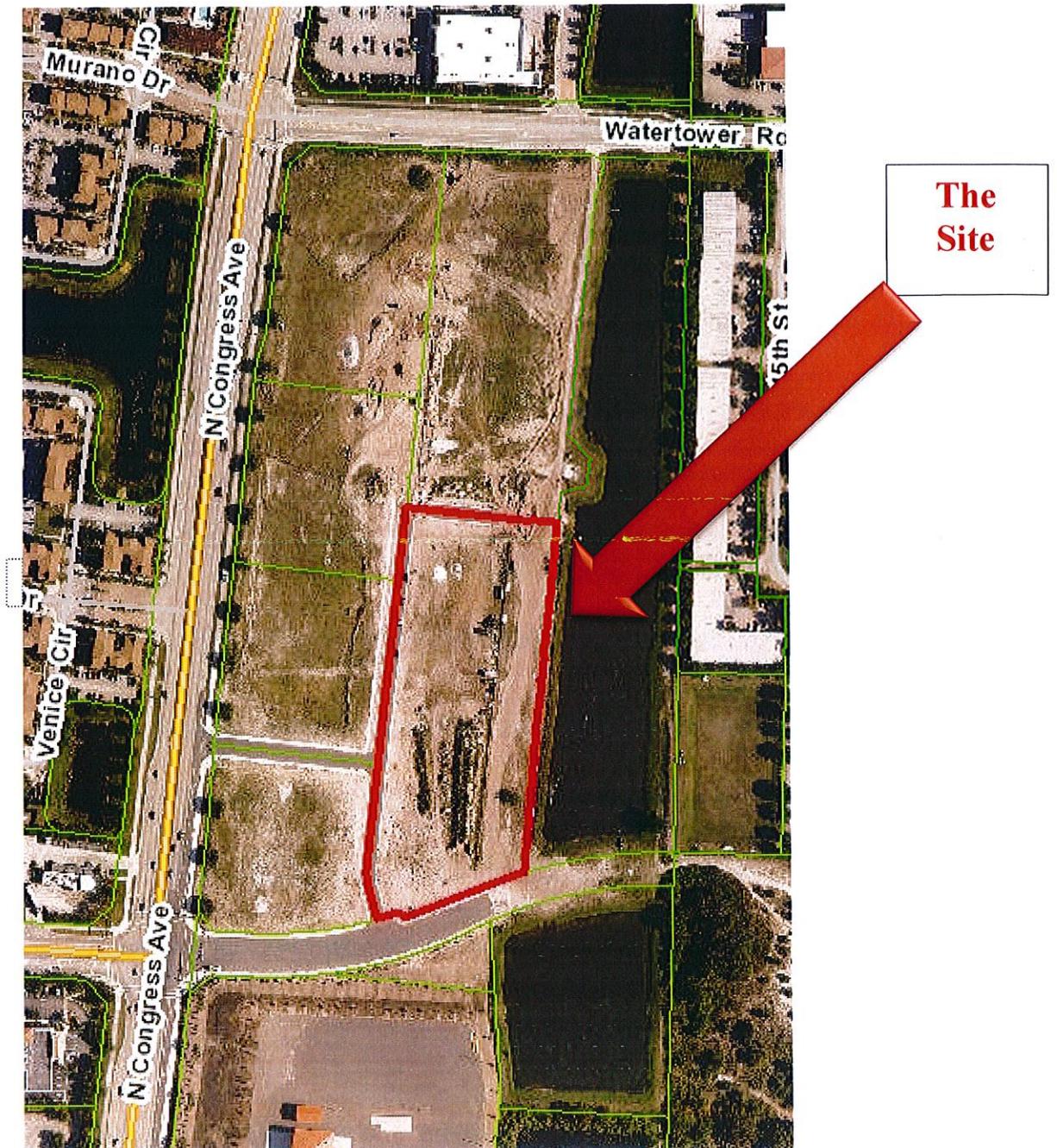
Planning & Zoning Board: The Planning and Zoning Board held a meeting on August 22, 2016 to consider this application. The Board approved the application (4-0) and requested three modifications to the plans, which include:

- (1) Add some additional El Dorado stone work (or other complementary colors/textures) within the upper stories of the facades to further break up to the empty spaces, while not overwhelming the facades. → **The Applicant has indicated that “The Architect did a texture change to the large panels on the second floor and confirms that those panels will be smooth (sandblast finish) versus the rest of the stucco areas as (sand pebble finish). No added stone was added as it will get too heavy for such a large building”.**
- (2) Add additional Cypress trees and wet tolerant Florida native plants around the sodded retention area. → **Additional Bald Cypress trees and native grasses were added – see landscape plans.**
- (3) Ensure the overhang along the front building façade will be wide enough to cover the perimeter walkway. → **The Applicant has indicated that “The Architect increased the width of the canopy an additional 18” as they were meant to satisfy the facade requirements and they are not designed as a pedestrian covering. The final configuration provides for almost 5’ of overhang which will allow pedestrians partial coverage”.**
- (4) Add additional plantings around the outdoor storage area by possibly incorporating additional palms (or other plantings) in the void spaces. → **The Applicant has provided additional landscaping in the form of increased shrubs around the outdoor storage area and infill palm clusters - see landscape plans.**

BACKGROUND:

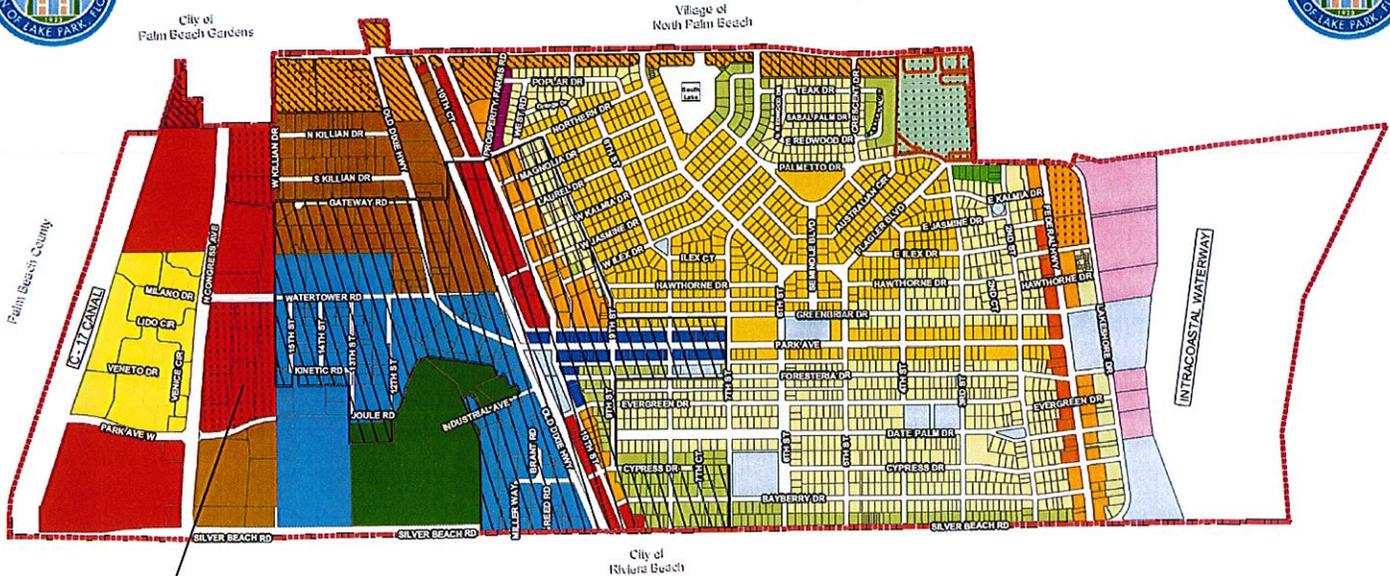
Applicant(s): Spacebox Lake Park, LLC
Owner(s): Congress Avenue Properties, LLC
Address/Location: North Congress Avenue
Net Acreage: 4.665 acres
Legal Description: see survey
Existing Zoning: Planned Unit Development (PUD)/Commercial 2 (C-2)
Commercial 2 (C-2) Business District
Future Land Use: Commercial/Light Industrial

Figure 1: Aerial View of Site (image not to scale; for visual purposes only)



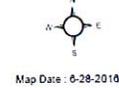


Lake Park Zoning Map



- Legend**
- TOWN BOUNDARY
 - C1 BUSINESS DISTRICT
 - C1B BUSINESS DISTRICT
 - C2 BUSINESS DISTRICT
 - C3 BUSINESS DISTRICT
 - C4 BUSINESS DISTRICT
 - CLIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL
 - CONSERVATION
 - CRA OVERLAY
 - NBOZ OVERLAY
 - P PUBLIC DISTRICT
 - PADD PARK AVENUE DOWNTOWN DISTRICT
 - PUD PLANNED UNIT DEVELOPMENT
 - R1 SINGLE FAMILY RESIDENCE DISTRICT
 - R1A SINGLE FAMILY RESIDENCE DISTRICT
 - R1B TWO FAMILY RESIDENCE DISTRICT
 - R2 MULTIPLE FAMILY RESIDENCE DISTRICT
 - R2A MULTIPLE FAMILY RESIDENCE DISTRICT
 - R3 MULTIPLE FAMILY RESIDENCE DISTRICT
 - R1AA RESIDENCE DISTRICT
 - TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT

Calvin, Giordano & Associates, Inc.
EXCEPTIONAL SOLUTIONS



Nadia Di Tommaso - Director
Community Development Department
Town of Lake Park
535 Park Ave., Lake Park, FL 33403
888-881-3319 888-881-3323 (fax)
ndtommaso@lakeparkflorida.gov

Map Date : 6-28-2016

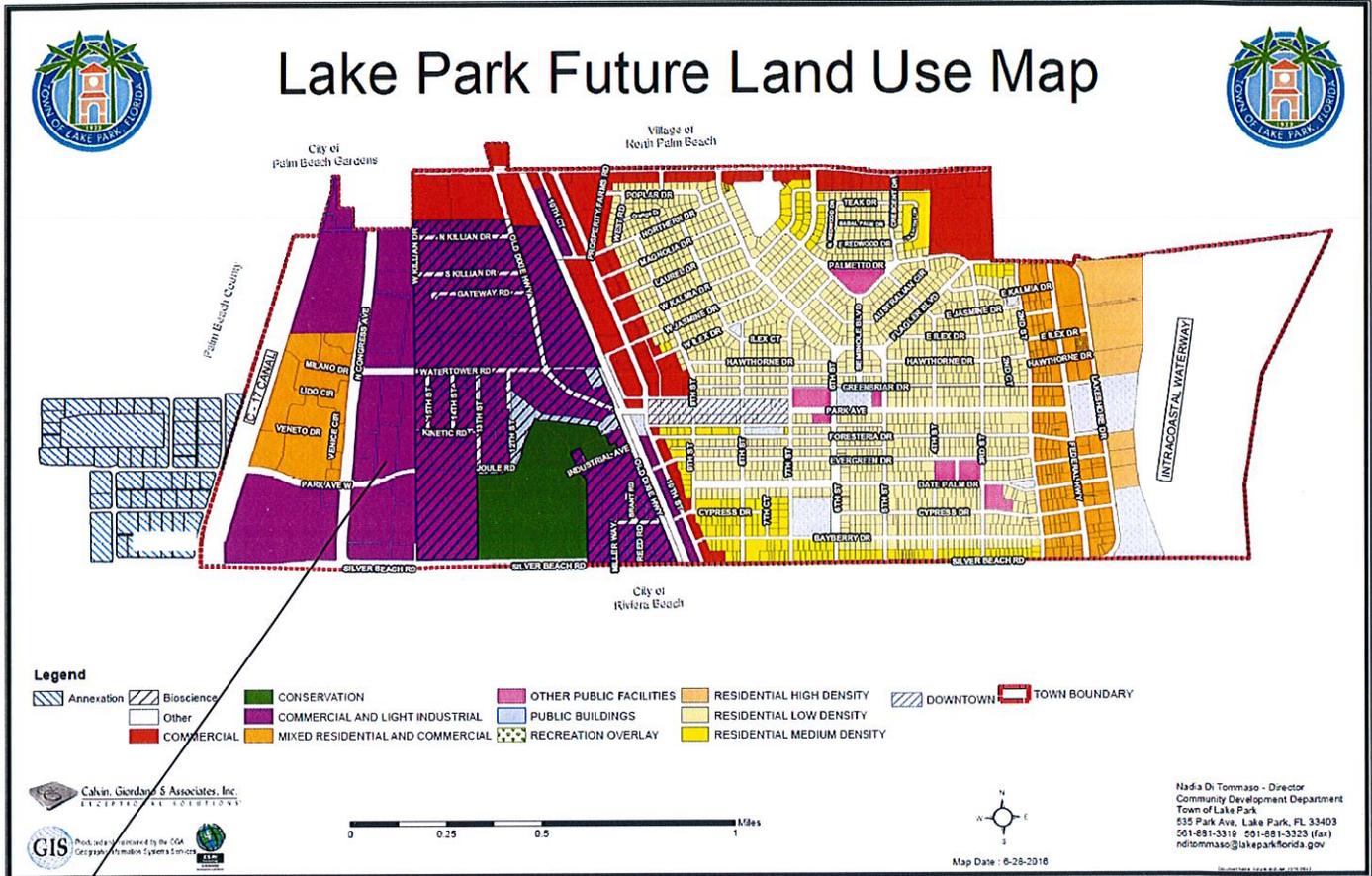
Subject Site

Adjacent Zoning

- North: Planned Unit Development (PUD) / Commercial 2 (C-2)
- South: Commercial 4 (C-4)
- East: Planned Unit Development (PUD) / Commercial 2 (C-2)
- West: Planned Unit Development (PUD) / Commercial 2 (C-2)

LAKE PARK FUTURE LAND USE MAP

Adjacent Existing Land Use



Subject Site

North: Commercial/Light Industrial

South: Commercial/Light Industrial

East: Commercial/Light Industrial

West: Commercial/Light Industrial

PART I: APPLICATION FOR A SPECIAL EXCEPTION USE

ANALYSIS OF SPECIAL EXCEPTION CRITERIA

Town Code **Section 78-184** sets forth the criteria, all of which must be met to entitle an applicant to a Special Exception use. **Note: Staff's analysis of the criterion are in bold.**

1. Is the proposed Special Exception Use consistent with the goals, objectives, and policies of the Town's Comprehensive Plan?

Staff has determined that the proposed use would specifically further the following Objective and Policy of the Future Land Use Element of the Comprehensive Plan:

Objective 1, Policy 1.5:

The Town shall encourage development and redevelopment activities which will substantially increase the tax base while minimizing negative impacts on natural and historic resources, existing neighborhoods and development, and adopted Levels of Service standards.

Objective 5:

As a substantially built-out community in an urbanized area, the Town shall promote redevelopment and infill development in a manner that is considerate to existing neighborhoods and uses, the built and natural environments, and neighboring jurisdictions.

New development on what is now an undeveloped parcel will increase the Town's tax base. The Site is not environmentally sensitive or historically significant and therefore, the development of the Site would not cause negative impacts to the surrounding area, or existing neighborhoods. There is a multi-family residential development west of the PUD; however, this neighborhood is separated by North Congress Avenue. The Applicant has also provided a Market Feasibility Study and Ad Valorem Analysis to justify the proposal. Staff finds that the proposed special exception use of a self-storage facility in this area of the Town is consistent with Policy 1.5.

Other properties along Congress Avenue have been developing and the Site is one of the few remaining areas for new development in the Town. Therefore, staff finds that the development of a self-storage facility would be consistent with Objective 5, particularly since the Applicant has justified this request through their Market Analysis which identifies the need in the area.

CRITERIA MET.

2. Is the proposed Special Exception Use consistent with the Town's land development and zoning regulations and all other portions of this Code?

The Site Plan which has been submitted meets the Land Development Regulations and all other portions of the Town Code.

CRITERIA MET

3. Is the proposed Special Exception Use compatible with the character and use (existing and future) of the surrounding properties in its function; hours of operation; type and amount of traffic to be generated; building location, mass, height and setback; and other relevant factors peculiar to the proposed special exception use and the surrounding property?

North Congress Avenue corridor has developed with a variety of intensive commercial uses including gas stations, department stores, retail, fast food restaurants, and financial institutions. The scale and intensity of the proposed self-storage facility is compatible with the character of the surrounding properties. The County Engineering Department has verified that the Site meets the County's traffic concurrency standards.

The Applicant's proposed development meets the Town's Land Development Regulations regarding building setbacks. The self-storage facility is generally compatible with the mass, and height of the character of the surrounding area. Furthermore, the character of the proposed self-storage facility has design features that are incorporated into the ALDI store and RaceTrac gas station that recently received site plan approval, as well as the Bank of America and Sonic restaurant built a few years ago along the Congress Avenue corridor. The proposed self-storage facility, as reviewed by Staff and its Consultants, meets the Town's Architectural Guidelines.

While the self-storage facility is to be open to customers at all hours via secured entrances, this type of establishment is not expected to cause any type of nuisance primarily because patrons of these establishments come and go within a short timeframe and the fact that the actual storage units that will be internalized inside the two buildings. However, it is noted that the Phase I implementation plan will provide outdoor storage of boats, cars, RV's and the like on the site until construction of the Phase II building begins. This outdoor storage area is to be heavily landscaped and screened from public view per plan sheets LP1 – 4 so as to minimize any visual nuisance. Staff recommends a condition that the Phase I outdoor storage area be utilized only for the parking of vehicles and no vehicle may be repaired, have parts installed, or other work such as testing/running of engines so as to further protect the commercial corridor and nearby residential development on Congress Avenue from any noise-based nuisances.

CRITERIA MET

4. Will the proposed Special Exception Use on the Site create a concentration or proliferation of the same or similar type of use, which may be detrimental to the development or redevelopment of the area?

While the Town has several office/warehouse buildings in its industrial area, built many years ago without any architectural interest, there are no self-storage facilities located in the Town of Lake Park and the nearest such facilities include Public Storage located at 3601 Blue Heron Blvd (approx. 1.4 miles from the site); Public Storage at 401 Northlake Blvd (approx. 2.5 miles from the site); and, a storage facility currently being constructed at 545 Northlake Blvd. (approx. 2.4 miles from the site). Approval of this special exception use will not create a concentration or proliferation of the same or similar type of use.

CRITERIA MET

5. Will the proposed Special Exception Use have a detrimental impact on surrounding properties based on:

- a. The number of persons anticipated to be using, residing, or working on the property as a result of the special exception use;

The proposed use is not expected to have a detrimental impact on the surrounding properties based on the number of persons using, residing or working on the property. The proposed use has anticipated patronage that is estimated to occur primarily outside of peak AM/PM traffic hours and on the weekends. The Site Plan meets the Town's Land Development Regulations which have been enacted in order to mitigate adverse impacts on surrounding properties.

CRITERIA MET

- b. The degree of noise, odor, visual, or other potential nuisance factors generated by the special exception use.

Due to the nature of the use, it has the potential to create noise via the loading or unloading activities at loading zones, but not odor or visual nuisances. Loading zones are located on the north, south and western elevations (1 each) of the Phase I building and two on the western elevation and 1 on the southern elevation of the Phase II building. However, noise that may be generated is not expected to exceed what already exists in the area, such as loading dock activity of Aldi, RaceTrac, Sonic or Walmart.

CRITERIA MET

- c. The effect on the amount and flow of traffic within the vicinity of the proposed special exception use.

The Palm Beach County Traffic Division has submitted a Traffic Concurrency Letter to the Town that verifies the projected traffic upon the affected roadways is within

acceptable level of service and therefore consistent with the County's Traffic Performance Standards.

CRITERIA MET

6. Does the proposed Special Exception Use:

- a. Significantly reduce light and air to adjacent properties?

The proposed development will not reduce light and air to adjacent properties. Lighting at the site is comparable to the Aldi store to the west.

CRITERIA MET

- b. Adversely affect property values in adjacent areas.

Developing on a vacant parcel raises the property value of the subject Site and therefore, will not adversely affect property values in the adjacent areas.

CRITERIA MET

- c. Deter the improvement, development or redevelopment of surrounding properties in accord with existing regulations.

The proposed Special Exception Use is not a deterrent to the improvement, development or redevelopment of surrounding properties.

CRITERIA MET

- d. Negatively impact adjacent natural systems or public facilities, including parks and open spaces.

The proposed Site is not within or in close proximity to any naturally sensitive areas or parks. While the Palm Beach County conservation area is nearby, it is not adjacent to the Site and is actually separated by other parcels measuring more than 1,200 feet in width. The PUD has satisfied concurrency standards for the adjacent public facilities which verifies that the proposed use will not be a negative impact.

CRITERIA MET

- e. Provide pedestrian amenities, including, but not limited to, benches, trash receptacles, and/or bicycle parking.

The Site Plan includes a continuous pedestrian network, trash receptacles, and an outdoor seating area. Bike racks have also been incorporated into the Site Plan. A pedestrian pathway around the perimeter of the Site provides connectivity to and from developments to the west of the site that front North Congress Avenue.

CRITERIA MET

PART II: APPLICATION FOR A SITE PLAN

The Site Plan has been reviewed by the Town's consulting Engineers; consulting Design Architect and Landscape Architect, as well as the Community Development Department and the Palm Beach County Sheriff's Office for Crime Prevention through Environmental Design (CPTED) review. Seacoast's final review is also forthcoming. Based upon this review, Staff finds that the Site Plan meets the Land Development Regulations of the Town Code, and is consistent with the Signage and Architectural Guidelines, and the Landscaping Plan established pursuant to the Congress Avenue Park PUD for the basis of site plan approval with certain conditions.

SITE PLAN PROJECT DETAILS:

Building Site: The Site is within Tract G1 of the Congress Business Park PUD.

Site Access: Phase I will have three entrances, one at the south along Park Avenue West; one at the west along the PUD internal road network which connects to Congress Avenue; and one through the internal road network which connects the PUD to Water Tower Road. When Phase II is developed it will provide one additional access point on the north side which will directly connect the property to the PUD internal roadway network.

Traffic: The Applicant has received a letter from Palm Beach County's Traffic Division that confirms there is adequate capacity on the roadways to serve the Site.

Landscaping: The Site Plan meets the Town's Landscaping Code regulations per the Town's consulting landscape architect review and is consistent with the Congress Avenue PUD's Landscaping Master Plan.

Drainage: The Town's Engineer has reviewed the Applicant's Paving and Drainage Plan and has determined that it meets the engineering requirements for drainage.

Parking: The Code requires 1 space for each employee on the shift of greatest employment and two customer parking spaces located adjacent to the facility's leasing office plus one space for every 200 storage bays. The Applicant is proposing 13 spaces, inclusive of 2 ADA spaces, for Phase I, which exceeds the minimum number of parking spaces required by the Code. Phase II will add an additional 26 spaces for a grand total of 39 spaces inclusive of 2 ADA spaces, which also exceeds the minimum number of overall required spaces.

Signage: The Applicant's proposed Master Signage Plan is consistent with the Town's Sign Code and the previously approved PUD Master Signage Plan. The Applicant is proposing 1 wall sign and 1 canopy sign on west elevation of the Phase I and Phase II buildings and one wall sign on the north elevation of the Phase II building. All of the proposed signs are consistent with the PUD signage regulations and Code and will be subject to the Town's signage permitting requirements.

Photometric (Lighting): Meets the minimum requirements in the Town code.

Zoning: Storage warehouses are special exception use in the C-2 zoning district. The proposed building height with rooftop features is just over 40 feet, which meets the intent of the PUD code that calls for a maximum building height of 50 feet. The interior division of the proposed floors is 5 feet, however this is not contrary to the Code since the overall exterior height of 50 feet is not being exceeded. The interior 5 stories is however being identified as a feature that has been granted administrative approval through the staff review process and will be part of this project if approved.

Water/Sewer: Forthcoming and conditioned.

Design: The proposed Elevations for the self-storage facility meets the Town's Architectural Guidelines as well as the architectural guidelines established by the PUD. The Applicant has incorporated design features for the building which are consistent with the intent of the Code and the previously approved PUD.

Fire: PBC Fire will be reviewing the plans in greater detail as part of the building permit review process.

PBSO: The Crime Prevention through Environmental Design (CPTED) review was performed by the Palm Beach Sheriff's Office (PBSO) and the applicant has addressed their questions satisfactorily regarding lighting and site access.

PART III: STAFF RECOMMENDATION

Staff recommends **APPROVAL** of the Site Plan for the special exception use of a 201,600 square foot self-storage facility in the Congress Business Park PUD to be built in TWO Phases, **subject to the following conditions:**

1.
 - a. Phase I: Site Plan, Architectural Plan, Landscape Plan, Irrigation Plans, Civil Plans, Photometric Plan, Electrical Plan, Master Sign Plan and Autoturn Analysis referenced as Sheets SP1, A101, A102, A103, A201, A202, A203, LP1, LP2, LP4, IR1, IR2, IR3, IR4, C1, C2, C3, C4, C5, C6, C7, C8, C9, C10, PHM1, PHM2, E0, E1, MSP1, and ATA1 received and dated by the Department of Community Development on 8/31/16.
 - b. Phase II: Site Plan, Architectural Plan, Landscape Plan, Preliminary Civil Engineering Plan, Site Photometric Plan, Electrical Plan, and Autoturn Analysis referenced as Sheets SP1, A101.2, A102.2, A103.2, A201.0, A202.2, A203.2, LP3, IR1, IR2, IR3, CP, ATA2 received and dated by the Department of Community Development on 8/31/16.
 - c. Survey signed and sealed 10-22-15 and prepared by Lidberg Land Surveying, Inc. received and dated by the Department of Community Development on 8/31/16.

2. The Owner, the Applicant and their successors and assigns shall be subject to the conditions set forth herein.
3. Construction on the Site is permitted only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, except holidays, unless otherwise approved in writing by the Community Development Director. Any proposed disruption to the normal flow of traffic within the rights of way of North Congress Avenue, Water Tower Road, or the Park Avenue West as part of the construction of the Site, shall be submitted to the Community Development Director and Public Works Director, and shall be subject to their review and approval.
4. Should the Community Development Director (the Director) determine that the construction is disrupting the surrounding entrance/exit streets and parking areas along North Congress Avenue, the Park Avenue West Extension, or Water Tower Road such that the operation of nearby businesses is adversely impacted, the Director may issue a stop work order requiring the immediate cessation of construction activities until such time as the Director determines that there is a resolution of the adverse impacts on nearby businesses.
5. The Applicant shall install and from the date of the issuance of a certificate of occupancy shall continuously maintain the landscaping shown on the Site Plan and the Landscaping Plan. In addition, upon notification by the Director, the Applicant shall replace any and all dead or dying landscape material so that it is consistent with the quantity and quality of the landscaping shown on the approved Site Plan and Landscaping Plan.
6. The hedge material for the Site shall be maintained at five feet unless otherwise noted on the approved plans which have been incorporated herein as a condition.
7. The Applicant shall ensure that pedestrians have safe and adequate passage along each of the Site's entrances.
8. During the construction of the Site, the Applicant shall ensure that any and all contractors use commonly accepted best practices to reduce airborne dust and particulates.
9. The dumpster area shall be kept closed at all times. All dumpsters shall be acquired from the approved franchise supplier for the Town of Lake Park.
10. Prior to issuance of the Certificate of Occupancy, the Applicant shall provide certification from the Landscape Architect of record that the plant installations on the Site are in accordance with the approved Site and Landscaping Plans.
11. The Applicant hereby acknowledges that the development of the Site is subject to the recorded Unity of Control for the PUD, and agrees to comply with the terms thereof.
12. Prior to the issuance of any building permits, the Applicant shall submit copies of any other permits required by other agencies, including but not limited to the Palm Beach County Health Department, Palm Beach County Land Development Division, South Florida Water Management Division and the State of Florida Department of Environmental Protection.
13. Any revisions to the approved Site Plan, Landscape Plan, Architectural Elevations, Signs, Statement of Use, Photometric Plan, colors, materials, or the location of proposed improvements or structures, shall be submitted to the Community Development Department and shall be subject to its review and approval.
14. Cost Recovery. All professional consulting fees and costs, including legal fees incurred by the Town in reviewing the Application and billed to the Owner shall be paid to the Town within 10 days of receipt of an invoice from the Town. The failure of the Applicant to reimburse the Town within the 10 days from the town's mailing

- of its invoice will result in the suspension of any further review of plans or building activities, and may result in the revocation of the approved Development Order.
15. The Applicant is required to submit a Cash Surety in the amount equal to the 110% of the perimeter infrastructure and landscaping improvements of Phase II. The Cash Surety is required prior to the issuance of a building permit for Phase I.
 16. The Phase I outdoor storage area shall only be used to park vehicles. The repair, installation of parts, testing of engines or any other mechanical work on vehicles is prohibited.
 17. All expired landscaping currently surrounding the Site shall be replaced with trees, vegetation or other plantings which are in accordance with the specifications approved as part of the master plan for the PUD. Additionally, if any existing landscape material is damaged as part of the Applicant's development of the Phase II of the project, the Applicant shall immediately replace it in accordance with the approved specifications.
 18. The Applicant shall submit any easements, abandonments, or releases to the Director for review and approval by the Town Attorney. Any documents which have been approved by the Town Attorney and which require recordation shall be the responsibility of the Applicant and shall be recorded prior to the issuance of the building permit for the construction of Phase I.
 19. **The Applicant shall initiate bona fide and continuous development of the Site within 18 months from the effective date of this resolution. Should the Director determine that the Applicant has not initiated and continued bona fide development, the approvals granted by this Resolution shall become null and void. Once bona fide development has been initiated, the development of the Site shall be completed within 18 months.**

Exhibit "D"

Spacebox Lake Park – Self Storage Facility

Town Commission Hearing
Site Plan for Special Exception Use

September 21, 2016

Project Team

Applicant – Mr. Casey Tippens, Dir. of Dev.

Spacebox Lake Park, LLC

Architect – Mr. Wade R. Squires, Principal

Stackable + Squires Design Group

Site Design & Entitlements – Mr. Brian Cheguis

iPlan & Design, LLC

Civil Engineer – Mr. Mark Smiley, Principal

Smiley & Associates

Traffic Engineer – Ms. Yvonne Ziel

Yvonne Ziel Traffic Consultants

Specific Request

Seeking Town Commission approval of a Site Plan for a Special Exception *Self Storage Facility* use proposed to be developed in two (2) phases for a total of 201,600 sf of enclosed Self Storage use on the subject 4.665 acre property locate on parcel G1 of the Congress Business Park PUD.

Entitlement Approval History

June 08, 2014 Master Plan for Congress Business Park (28.66 acres)
approved by way of Resolution 16-16-2014

October 01, 2014 Tract F was approved for the Aldi Food Market Site by
way of Resolution 33-10-2014

March 04, 2015 Tract B was approved for the RaceTrac Gasoline Station
by way of Resolution 07-03-2015

Location

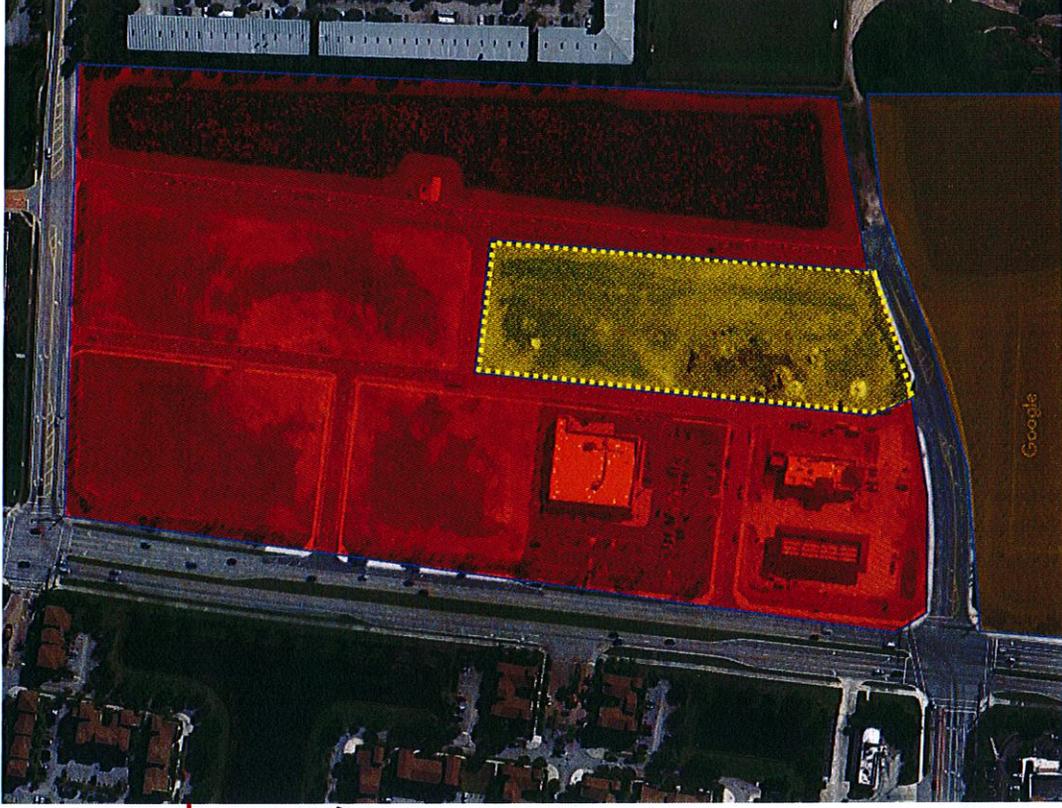
Tract G1 of the Congress
Business Park PUD
Adjacent to Park Ave. W.
; the US Army Reserve
Training Facility; water
retention tract; and,
Vacant parcels



Surrounding Zoning

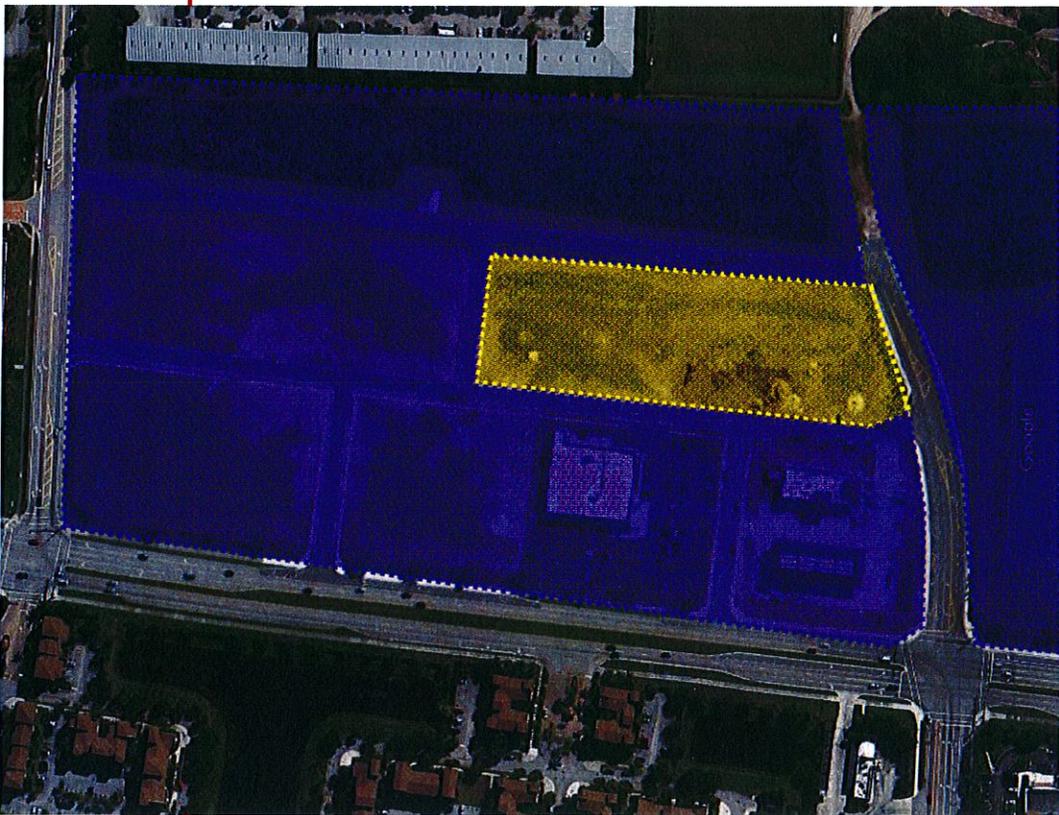
N, E & W:
Planned Unit Development /
Commercial 2 (C-2)

S
Commercial 4 (C-4)



Surrounding FLUs

N, S, E & W:
Commercial/Light Industrial



Phase I Site Plan

OUTDOOR RV/BOAT STORAGE
FOR UP TO 67 VEHICLES (INTERIM)
OPAQUE SCREENING & VISUAL BUFFERING

SECURITY GATE & CCTV

MULTIPLE POINTS OF ACCESS
FOR PATRONS & PBC EMS

3 STORIES / <37.5 FT HEIGHT
SECURE ACCESS FOR PATRONS
BLDG. AS TERMINAL VISTA



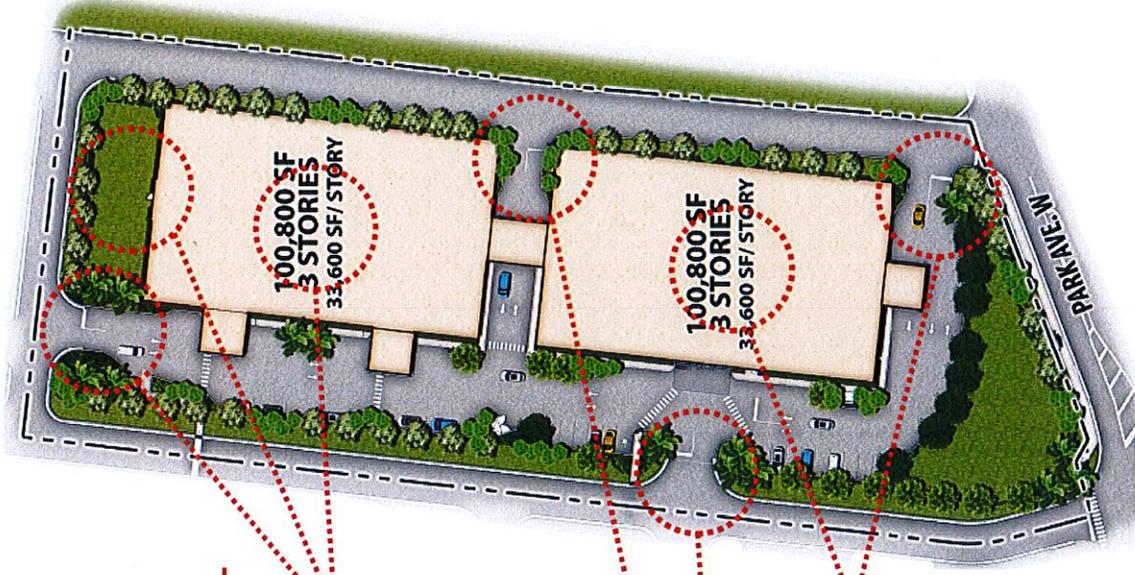
Phase II Site Plan

2nd 3-STORY INDOOR STORAGE BLDG.
ALL OUTDOOR STORGE REMOVED
CONTINUED COMPLIMENTARY ARCH.

ADDITIONAL GREENSPACE
& ON-SITE SW RETENTION

MULTIPLE POINTS OF ACCESS
FOR PATRONS & PBC EMS

3 STORIES / <37.5 FT HEIGHT
SECURE ACCESS FOR PATRONS
BLDG. AS TERMINAL VISTA



Phase I Architecture

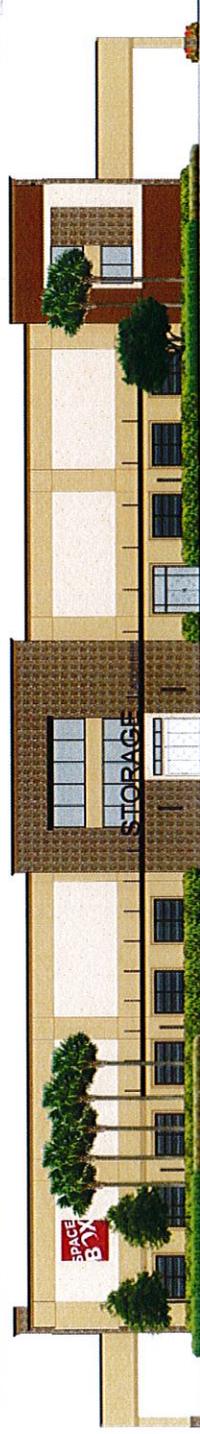


SOUTH ELEVATION RENDERED 3/27/17 4

NORTH ELEVATION RENDERED 3/27/17 3



EAST ELEVATION RENDERED 3/27/17 2



WEST ELEVATION RENDERED 3/27/17 4

Phase I Perspective



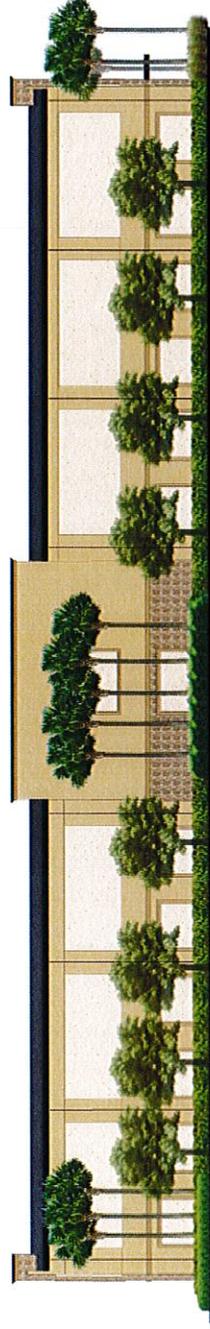
Phase II Architecture



WEST ELEVATION RENDERED PHASE II
3/27/14 4



NORTH ELEVATION RENDERED PHASE II
3/27/14 2



SOUTH ELEVATION RENDERED PHASE II
3/27/14 3

EAST ELEVATION RENDERED PHASE II
3/27/14 1

Phase II Perspective



Phase I & II Signage

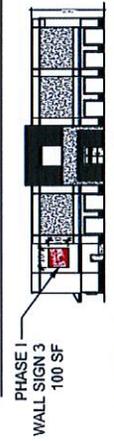
LOCATION MAP



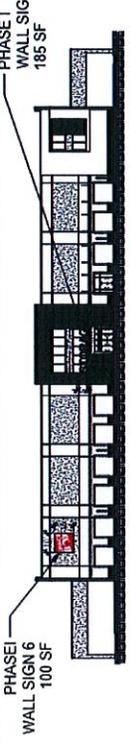
BLDG 1 (PH I NORTH ELEVATION WALL SIGN 8)



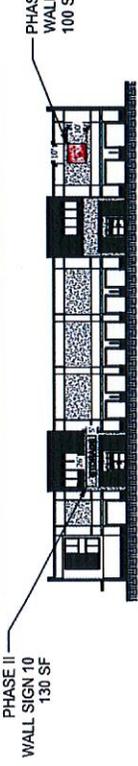
BLDG 1 (PH I SOUTH ELEVATION WALL SIGN 3)



BLDG 1 (PH I WEST ELEVATION WALL SIGN 4 & 6)



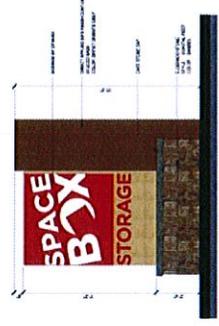
BLDG 2 (PH II WEST ELEVATION WALL SIGN 9 & 10)



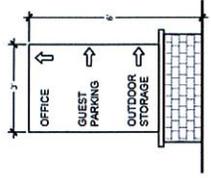
BLDG 2 (PH II NORTH ELEVATION WALL SIGN 11)



FREE STANDING SIGN



PARKING AREA INSTRUCTIONAL SIGN (PH I & II, 4 SIGNS TOTAL)



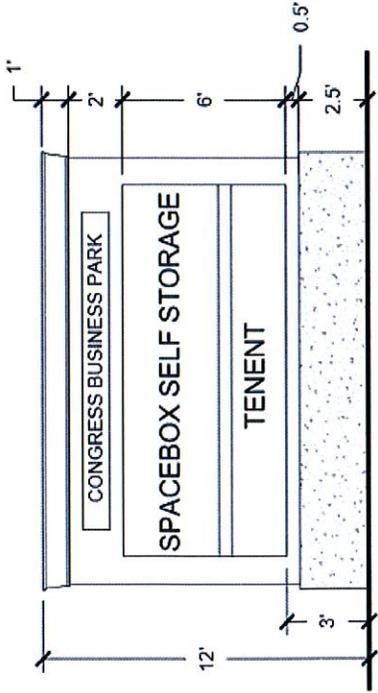
SPACEBOX LOGO



Offsite PUD Signage

Activating the previously approved PUD Directional Sign adjacent to Congress Ave.

No changes to previously approved size or design of this sign



The Self Storage Market & Taxable ROI for Lake Park



The Self Storage Market & Taxable ROI for Lake Park

Parcel G1 is considered a “backstop” parcel within this Industrial/Commercial PUD – No Congress Avenue frontage

With future development (north of Congress at Northlake Blvd.) and pending industrial Bioscience and Industrial redevelopment of the Industrial/BRPO lands to the east...market is robust for Self Storage use

Comparatively, Self Storage will provide the highest yield and ultimately the highest Ad Valorem Tax base for the Town (\$279,000.00/Annum) as compared to Retail (\$144,000/Annum) or Industrial (\$150,000/Annum)

The Self Storage Market & Taxable ROI for Lake Park



Site Plan & Special Exception Criteria Compliance

Zoning Staff have determined that the site plan as presented herein meets all of the review requirements (i.e. Access; Traffic; LS; Drainage; Parking; Signage; Photometrics; Water/sewer; Design; Fire and, PBSO (with up to 19 conditions of approval)

Zoning Staff have determined that the Special Exception Criteria (TC – Sec. 78-184) have all been met (i.e. Further Objectives/Policies of the Comp. Plan; Consistent with Zoning; Consistent Character; Non-Proliferation; Impact on surroundings; Noise/Odor/Traffic; and, Contextual Impacts (with up to 19 conditions of approval)

Planning and Zoning Board Recommendations

P & Z Board Additional Requirements:

- Increase landscaping size & material quantities at time of planting around the interim outdoor storage area.
- Add landscaping around the dry retention area (grasses and water tolerant trees) to reduce amount of sod.
- Add additional wall treatment on large blank spaces of building facades
- Review depth of overhang to attempt to weather protect pedestrians

The Applicant has complied with all the above P&Z Board recommendations.

The Planning & Zoning Board recommended approval of the Site Plan and Special Exception use request 4 – 0.

Staff Recommendation and Conditions

Zoning Staff are recommending approval of the Two (2) Phase Site Plan and Special Exception Self Storage use with up to 19 conditions of approval

The Applicant is in agreement with all staff conditions of approval.

We are seeking Town Commission approval of the Site Plan and Special Exception use as presented herein.

Conclusion

The Applicant and Design Team are here to answer any questions

THANK YOU

Spacebox Self Storage at Lake Park

Special Exception Use and Site Plan Approval

(To develop a 2-Phase, +/- 201,600 square foot Self Storage Facility)

Justification Statement

August 31, 2016

SPECIAL EXCEPTION

1. INTRODUCTION:

IPlan and Design, on behalf of Space Box Lake Park, LLC (the 'Applicant') is pleased to submit for review and approval a request for Special Exception approval for a Self-Storage use (Warehouse Storage use), and Site Plan approval for a two (2) phased development proposed to include two (2) Self Storage buildings totaling 201,600 square feet (at ultimate buildout). The subject 4.665 acre property is located on the north side of Park Avenue in the Town of Lake Park, Florida, (address: N/A - Vacant property / PCN: 36-43-42-19-26-007-0000). The property possesses a Commercial / Light Industrial (Comm_Lt_Ind) future land use designation and a corresponding Business District C-2 Zoning District designation. It is located within the Congress Business Park PUD and is designated for Tract G1 within the PUD (an internal tract located east of Congress Avenue behind the RaceTrac and Aldi Food Market projects). Administrative approval is also being sought to formalize the allowable number of floors allowed within this development as previous height allowances have been permitted as part of the original approval of the Planned Unit Development (PUD). amendment petition is being processed concurrently by the Community Development. The Applicant is confident that approval of the above entitlement petitions will result in a more efficient and architecturally superior development.

The Applicant is seeking Special Exception approval for a Self-Storage Facility (proposed to be developed in two (2) phases) on Tract G1 of the Congress Business Park PUD. Town Code Section 78-184 prescribes the criteria that must be met to entitle a Special Exception use for a proposed development. The following six (6) criteria and sub-criteria have been analyzed for the requested Self-Storage use:

1. Is the proposed Special Exception use consistent with goals, objectives and policies of Town's Comprehensive Plan?

The Applicant believes that this proposed use at this location would further up to three (3) objectives and policies of the Future Land Use element of the Town's Comprehensive Plan as outlined herein:

Policy 1.5 – The Comprehensive Plan specifies that the Town is to encourage development and redevelopment activities that will substantially increase the tax base while protecting and minimizing negative off-site impacts for surrounding properties, the natural environment, residential neighborhoods and within adopted levels of service.

Objective 1 – The Comprehensive Plan specifies that the Town is to encourage development and redevelopment activities that will substantially increase the tax base while protecting and minimizing negative off-site impacts for surrounding properties, the natural environment, residential neighborhoods and within adopted levels of service.

Objective 5 – The Town shall promote redevelopment and infill development in a manner that is consistent to existing neighborhoods and uses, the built and natural environments and adjacent jurisdictions.

2. Is the proposed Special Exception use consistent with the Town's Land Development and Zoning Regulations and all other applicable codes?

The Special Exception use has been site and building programmed to meet or exceed the property development standards and architectural design criteria established by the Town's LDRs and Zoning regulations. In order to ensure all existing regulations are fully complied with a minor PUD/Master Plan Amendment is being requested to ensure that the previously approved 50 foot maximum height allowance within the PUD also contemplates more than 2 stories of use within buildings constructed within the PUD. The site will be reviewed by Palm Beach County Fire Rescue for circulation and by Seacoast Utility Authority for compliance with water and wastewater requirements.

3. Is the Special Exception compatible with character and use (existing and future) of surrounding properties in its function; hours of operation; type and amount of traffic to be generated; building location, mass, height and setback, and other relevant factors peculiar to the proposed special exception use and the surrounding property.?

The Special Exception use will be located within Tract G1 of the Congress Business Park. This parcel is an internal parcel within a previously approved Planned Unit Development (PUD) surrounded by Commercial, Industrial and Government Facility uses. The building(s) (Phase I and Phase II) have been sited to the east side of the property. Other Commercial uses have been constructed to the west of the subject site along Congress Avenue and across from San Marco Villas (a residential community) located on the west side of Congress Avenue. The building will comply with the maximum height limitation of the PUD (50 feet) and will incorporate up to three (3) floors within each of the buildings. This compact design allows for more architectural significance to each building providing more of a Commercial appearance versus a long low lying building and an Industrial appearance. Specific architectural elements and detailing have been incorporated into the facades of the two buildings to ensure architectural compatibility is achieved between the existing approved developments and this proposed development. This use generates

low levels of traffic and at off-peak times and days for those customers utilizing and accessing the storage facility. The hours of operation (with employees present and office open are typically 8am-6pm Mon-Sat. Customers will have 24 hour access to gated areas and the indoor facility will be 24 hour accessible via keypad entry. There is a high level of security throughout the site via security cameras, secure access areas, secure gates, etc. These areas are accessible only to paying customers after hours.

4. Will the proposed Special Exception use on the site create a concentration or proliferation of the same or similar type of use, which may be detrimental to the development or redevelopment of the area?

According to an internal market analysis prepared for this site in Lake Park, there is a recognized need for a modern enclosed Self Storage facility to serve the residential, commercial and industrial customers located within a 3 mile radius of this site. Due to continued residential development in Lake Park and adjacent jurisdictions the demand for this specific use will increase for the above listed users within the two- and one-mile radii in the near/foreseeable future. There are no other facilities of this size, type and scale in close proximity to this site. The only other facilities in close proximity include the Public Storage facility on Northlake Blvd. at US Hwy. 1 in North Palm Beach. Other, older facilities exist and have a very low vacancy rate which further establishes the need for more updated/modern Self Storage use options for the residential, commercial and industrial citizens of Lake Park.

5. Will the proposed Special Exception Use have a detrimental impact on surrounding properties based on:
 - a. The number of persons anticipated to be using, residing or working on the property as a result of the Special Exception use:

NO – Access to this type of use is typically outside of the AM/PM peak traffic periods and on weekends. The use will have a maximum of two employees working on any given shift when the office is open to the public (during normal business hours). This site will not have a detrimental impact to surrounding uses based on access and number of employees.

- b. The degree of noise, odor, visual, or other potential nuisance factors generated by the Special Exception use;

NO – This use does not generate any noise, odor, vibrations, noxious emissions and /or visual impacts* or nuisances (*with appropriate screening of Phase I Outdoor Storage use). No off-site detrimental impacts shall be realized by this Special Exception use.

- c. The effect on the amount and flow of traffic within the vicinity of the proposed Special Exception use:

NO – This use generates very low AM/PM peak hour traffic and more off-time and off-weekday traffic generation for persons accessing their stored goods. The internal location of the subject Tract G1 further removes traffic accessing the site away from Congress Avenue and into the internal roadway network of the Planned Unit Development.

- 6. Does the Special Exception use:

- a. Significantly reduce light and air to adjacent properties?

NO – The buildings have been designed to be compact and meet the maximum building height of 50 feet. The provision of two (2) similar buildings provide more visual interest than a single building that would extend a longer horizontal distance across

the site. The adjacent Commercial properties are oriented and programmed to face Congress Avenue (Aldi Food Market and RaceTrac) and away from the subject property and development. The buildings on the subject site are located to the east side of the property adjacent to a service road and water detention pond. No reduction of light and air to adjacent properties will occur as a result of approval of this Special Exception use at this specific location.

b. Adversely affect property values in adjacent areas?

NO – The site is an infill site within an approved Planned Unit Development (PUD) which has been developed to generate Commercial and Industrial tax revenues to the Town. A Commercial and/or Industrial use was always contemplated for this property within the approved PUD. No impacts to adjacent non-PUD lands will occur as a result of the approval of this Special Exception use on this property located internally within the PUD.

c. Deter the improvement, development or redevelopment of surrounding properties in accordance with existing regulations?

NO – The site is an infill site within an approved Planned Unit Development (PUD). Redevelopment of other sites within the PUD can occur without any impacts realized from this development. All other surrounding properties to the west, south and east are fully developed. An internal PUD roadway separates the subject property from the only vacant parcel around the subject site.

d. Negatively impact adjacent natural systems or public facilities, including parks and open spaces?

NO – This criterion is not applicable to this specific request. This use does not impact recreational or natural open spaces as it is located on a vacant parcel within a

previously approved Planned Unit Development. The PUD is already serviced by all public facilities and buildout of this parcel will be readily accommodate by the existing service providers such as PBSO, PBCFR, SUA, Cable, Telephone, Gas, FPL, etc..

e. Provide pedestrian amenities including but not limited to, benches, trash receptacles, and/or bicycle parking?

YES – The Applicant has provided a direct sidewalk connection from the adjacent properties to the west to ensure pedestrian connectivity can be achieved to the site from the existing sidewalk system located on the west parcels and directly from Congress Avenue. Further, on-site amenities such as a benches and trash receptacles have been provided accordingly. Bicycle facilities have not been provided for this specific use as access to storage is unique in that an extremely significant amount of access will be by vehicular traffic.

SITE PLAN

2. INTRODUCTION:

IPlan and Design, on behalf of Space Box Lake Park, LLC (the 'Applicant') is pleased to submit for review and approval a request for Special Exception approval for a Self-Storage use (Warehouse Storage use), and Site Plan approval for a two (2) phased development proposed to include two (2) Self Storage buildings totaling 201,600 square feet (at ultimate buildout). The subject 4.665 acre property is located on the north side of Park Avenue in the Town of Lake Park, Florida, (address: N/A – Vacant property / PCN: 36-43-42-19-26-007-0000). The property possesses a Commercial / Light Industrial (Comm_Lt_Ind) future land use designation and a corresponding Business District C-2 Zoning District designation. It is located within the Congress Business Park PUD and is designated at Tract G1 within the PUD (an internal tract located east of Congress Avenue behind the RaceTrac and Aldi Food Market projects). A Planned Unit Development (PUD) amendment petition is being processed concurrently by the Community Development department to formalize off-site signage and

make minor modifications to the number of stories allowed within the PUD. The Applicant is confident that approval of the three entitlement petitions outlined above will result in a more efficient and architecturally superior development.

HISTORIC AND RECENT PLANNING & ZONING ENTITLEMENTS:

The development history of the site and PUD is outlined herein:

June 08, 2014

Resolution No. 16-16-14 – Approval of a PUD Master Plan for the vacant 28.66 acre site (located between Water Tower Rd, Congress Avenue and Park Avenue.

- Approved the Master PUD Development Plan, Master PUD Landscape Plan, PUD Landscape Plan, Landscape Specifications and Engineering Plans (incl. 11 conditions of approval)

October 01, 2014

Resolution No. 33-10-14 – Approval of the Aldi Food Market Site Plan on adjacent Tract F of the Congress Business Park PUD

March 04, 2015

Resolution No. 07-0301 – Approval of the RaceTrac Gasoline Station with Convenience Store Site Plan and Special Exception Use on Tract B of the Congress Business Park PUD

CONSISTENCY WITH OVERLAYS

Not Applicable – Site is not located within any Town of Lake Park Special Planning or Overlay Districts.

EXISTING ENTITLEMENTS FOR SURROUNDING PROPERTIES

The surrounding properties have commercial high and/or light industrial future land uses/zoning district designations and uses, as outlined herein:

Location	FLUA	Zoning District	Use	Description
Subject Site	Commercial / Light Industrial (Comm_Lt-Ind)	Business District (C-2)	Vacant	Unimproved site
North	Commercial / Light Industrial (Comm_Lt-Ind)	Business District (C-2)	Vacant	Unimproved site
East	Commercial / Light Industrial (Comm_Lt-Ind)	Business District (C-2)	Vacant	Unimproved site
West	Commercial / Light Industrial (Comm_Lt-Ind)	Business District (C-2)	Commercial	RaceTrac Gasoline Station and Convenience Store / Aldi Food Market
South	Commercial / Light Industrial (Comm_Lt-Ind)	Business District (C-4)	US Government Facility	US Army Reserve Training Facility

COMPLIANCE WITH LAND DEVELOPMENT REGULATIONS CHAPTER 78 - ZONING

Building Site:

The subject property is Tract G1 of the Congress Business Park PUD, which received Master Site Plan approval by the Town Commission (via Resolution No. 16-06-14) on June 08, 2014. The PUDs zoning designation is Business District (C-2). The site is proposed to be developed in two phases. Phase I will provide a single 100,800 square foot enclosed Self Storage Facility and adjacent Outdoor Storage use (with up to 68 RV and Boat parking spaces). Phase II will remove the Outdoor Storage use and develop a second 100,800 square foot enclosed Self Storage Facility (at ultimate/final buildout).

The subject property meets and/or exceeds all of the established property development requirements:

District	Minimum Yard Requirements		Side	Rear	Min. 1 st Floor Area	Max. FAR	Max. Lot Cover	Bldg. Site Area	Max. Height
	Front	Corner							
C-2 Business District	25 ft.	15 ft.	15 ft./15 ft.	15 ft. or 5 ft. with dedicated rear alley	1,200sf / min. depth 25 ft.	2.0	N/A	Min. 25 ft. length of store rm. wall	**50 ft and 2 Stories
Existing Site	103.3 ft.	N/A	64.7 ft./ 353 ft	42.7 ft.	33,600 sf.	0.51	17%	140'x240'	*+/- 37.5ft / 3 stories

* Additional Number of Stories is being sought through administrative approval due to the increased height allowance approved for the PUD

** Height approval by way of Master Plan approval (Resolution 16-06-2014)

Site Access:

Phase I Site Access is proposed to be from three (3) entrances. The main building façade and entrance feature has been oriented west and centered on the fifty (50) foot wide access driveway that commences at Congress Avenue and terminates at the subject site (Tract G1). The other two (2) proposed entrances are located on the existing internal PUD roadway located along the east side of the site. The two (2) easternmost access points are readily accessible from Park Avenue and/or Water Tower Road. These multiple points of access will provide for maximum circulation for both waste haulers and Palm Beach County Fire Rescue vehicles and for customers accessing the site from the north and the south.

Phase II Site Access adds a fourth (4th) access drive at the north end of the subject property for convenient access to the second proposed enclosed Self Storage Building. This last access point will provide for maximum circulation for both waste haulers and Palm Beach County Fire Rescue vehicles.

Traffic:

The Applicant has requested a Traffic Performance Standard (TPS) concurrency letter from Palm Beach County Traffic Division to confirm that there is adequate capacity on the adjacent roadways that serve this site. As Self-Storage uses generate less traffic than typical Commercial/Industrial type uses, any previously approved additional trips shall be re-assigned to other undeveloped parcels within the PUD.

Landscaping & Screening:

The subject property will provide landscape buffers; interior landscaping; vehicular use area landscaping; and, foundation plantings throughout the site and around the building(s), respectively. A landscape and irrigation plan has been provided at the time of site plan submittal. Up to two (2) different perimeter buffer conditions have been identified and shall be designed to meet the landscaping requirement of Article VIII Section 78-253 & -254. One 15 foot wide PUD buffer has been previously installed on the south boundary of the subject site adjacent to Park Avenue (in satisfaction of Condition #4 of Resolution 16-06-14). Standard eight (8) foot wide landscape buffers have been specified along the other adjacent property boundaries (west, north and east parcel boundaries). Pedestrian connectivity throughout the site has been complemented with a variety of interior and foundation planting areas.

All landscape islands within vehicular use areas comply with the minimum width and length requirements of Article VIII, Section 78-253(c)(2) with no landscape island width less than 5 feet (inside dimension) and no interior landscape island area less than 25 square feet. The Applicant shall ensure that Article VIII, Section 78-253 (a)(1-3) are strictly adhered to. The use of native plants and water conservation techniques will be integrated into the design to the greatest extent practicable.

Section 78-112 specifies that walls proposed in Commercial Districts shall not be higher than eight (8) feet. For the Phase I component of the site plan approval the Applicant is proposing outdoor storage of recreational vehicles (including RV campers and boats and trailers). The Applicant is proposing to install an eight (8) foot high post and panel concrete wall in compliance with the above referenced code section. Further, the approved Master Plan's adopted development regulations indicate that roof

mounted mechanical equipment shall be fully screened from the public as well as at-grade mechanical equipment, dumpsters, and utilities. The site plan has been programmed to incorporate appropriate screening of the above referenced building and site elements/infrastructure. **Pursuant to comments from the Planning and Zoning Board, the Applicant has provided additional landscaping in the form of increased shrubs around the outdoor storage area and infill palm clusters. Around the retention areas, additional Bald Cypress and native grasses have been added around the banks and slopes to reduce the amount of sod, (refer to updated Landscape Plans submitted with added landscaping).**

Environmental:

Environmental Assessment – The site is vacant, and has been cleared of all vegetation with the exception of the required fifteen foot wide PUD buffer located at the south end of the subject property along Park Avenue. The subject property is an infill site and is surrounded by Commercial uses, a Government Facility and vacant property (including a water detention tract).

Significant Habitats or Species / Flood Zone / Wellfield Zone

Significant Habitats or Species: No protected flora or fauna exist on this highly disturbed property.

Flood Zone: The site is located within Flood Zone A8, Elevation 13, per flood insurance rate map no. 120192 0130B, effective date October 15, 1982.

Wellfield Zone: The site is not located within any identified Palm Beach County wellfield zones.



View West



View North

Drainage:

The Applicant is proposing a system of on-site surface retention area(s) in combination with trenching to provide the required stormwater staged storage.

Parking & Loading:

Per Article V, Section 78-142 Self Storage uses are required to park at a rate of 1 parking sp. / employee on shift (highest intensity) + 2 customer parking spaces located adjacent to facility's leasing office + 1 sp./200 storage bays. Required Off-street parking cannot be used for outdoor storage of goods/materials; vehicle sales/repairs; and, sale or display of goods. The Applicant is proposing additional parking in Phase I to accommodate the Outdoor Storage area of the site which shall accommodate up to 68 outdoor parking spaces for Recreational Vehicles and Boats/Trailers. Interior parking shall be provided as aisle ways adj. to the storage bays, and will be used for circulation and temporary customer parking. All interior travel aisles are two way in configuration and are (as an aggregate) dimensioned to a width of 30 feet.

An Autoturn analysis of internal drive radii has been provided for approval to the Town of Lake Park and Palm Beach County Fire Rescue for the Phase I and Phase II site plans.

USE	PARKING RATE	PARKING REQ / Provided
<i>Self-Storage (Phase I)</i>		
Employees (highest intensity (2))	1 sp. / Employee	2 / 2
Customers	2 spaces @ public entrance	2 / 2
No. of Storage Bays (763)	1 sp. / 200 bays	4 / 6
No. of Outside Storage Bays (68)	1 sp. / 200 bays	1 / 5
	Total Parking Ph. I	9 / 15
<i>Self-Storage (Phase II)</i>		
Employees (highest intensity (2))	2 sp. / Employee	2 / 2
Customers	2 spaces @ public entrance	4 / 12
No. of Storage Bays (1526)	1n sp. / 200 bays	8 / 8
	Total Parking Ph. II	14 / 22

All accessible parking shall adhere to F.S. Statute 316.1957 and 553.511, and any rules promulgated thereunder. The Applicant is providing two (2) accessible parking spaces. The site plan furnishes the two A.D.A. compliant parking spaces adjacent to the main entrance to the Phase I building.

Due to the nature of this use, a loading space is not required to be provided. Multiple loading spaces are integrated into the Phase I and Phase II buildings for ease of access to customer storage bays.

Signage.

The Applicant is proposing wall mounted and ground signage in accordance with the requirements of the sign code as specified in Article IV, Section 70-103(5)(a-b), et. al. of the Land Development Regulations. The building's principal public entrance is located on the west side of the building aligned with the access road leading from Congress Avenue. The permitted signage on the Phase I building frontage (1.5 x the building façade length = 1.5 sf. x 240 ft. = 360 sf.). Additional wall signage is proposed on the south (side) façade of the Phase I building facing Park Avenue. Side wall signage is permitted to be calculated at 50% of the front wall signage, (in this instance, 360 sf. X 0.5 = 180 sf.).

The Phase II building is designed to be similar in overall mass, height, dimensioning as the Phase I building. Principal (front wall) signage is proposed on the west façade to a maximum of 360 sf. Additional side wall signage at 50% of the front wall signage maximum is proposed on the north side of the Phase II building to a maximum of 180 sf. See proposed signage tables below for Phase I and Phase II wall signage, Phase I freestanding signage and Phase I and II parking area instructional signage:

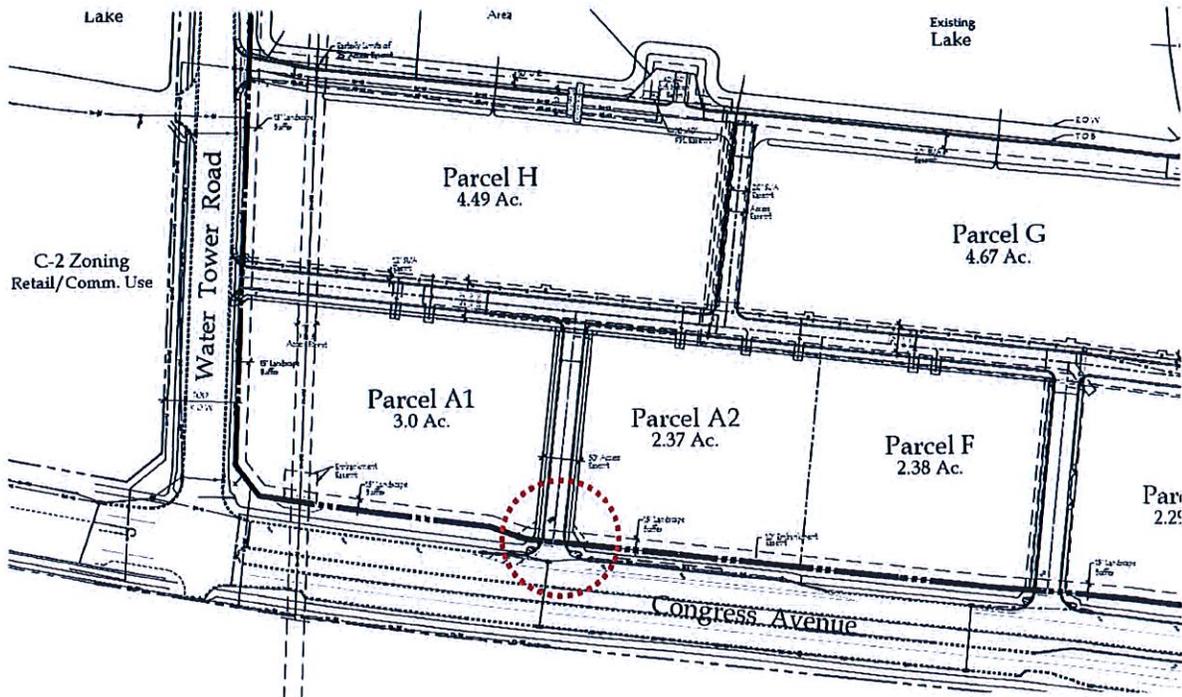
Space Box Signage Table				
Phase I – Building 1 Wall Signs				
Wall	Location	Code Requirement	Max. Signage Area	Proposed Signage Area
West	Front	1.5 sf. / 1.0 ft. of bldg. frontage	360 sf.	285 sf.
South	Side	50% of front wall max. calc.	180 sf.	100 sf.
East	Rear	50% of front wall max. calc.	180 sf.	0 sf.
North	Side	50% of front wall max. calc.	180 sf.	100 sf.

Phase II - Building 2 Walls Signs				
Wall	Location	Code Requirement	Max. Signage Area	Proposed Signage Area
West	Front	1.5 sf. / 1.0 ft. of bldg. frontage	360 sf.	230 sf.
South	Side	50% of front wall max. calc.	180 sf.	0 sf.
East	Rear	50% of front wall max. calc.	180 sf.	0 sf.
North	Side	50% of front wall max. calc.	180 sf.	100 sf.

Phase I - Freestanding Signs				
Frontage / Location	West Access Road	East Access Road	North Access Road	Park Avenue
Sign Type	Monument	Monument	Monument	Monument
Max. No. of Signs	1	0	0	0
Max. Sign Area 1.0 sf. / 1.5 ft. of frontage (1.0 x 760.29 / 2 = 380 sf.)	380 sf	0	0	0
Proposed Sign Area	80 sf	0	0	0
Sign Type	Parking Area Instructional	Parking Area Instructional	Parking Area Instructional	Parking Area Instructional
Max. No. of Signs (N/A)	1	2	0	1
Max. Sign Area (Legible to drivers accessing site)	18 sf	18 sf	18 sf	18 sf
Proposed Sign Area	18 sf	18 sf	0	18 sf
Phase II - Freestanding Signs				
Sign Type	Parking Area Instructional	Parking Area Instructional	Parking Area Instructional	Parking Area Instructional
Max. No. of Signs (N/A)	0	0	1	0

Max. Sign Area (Legible to drivers accessing site)	18 sf	18 sf	18 sf	18 sf
Proposed Sign Area	0	0	18 sf	0

A previously approved off-site "PUD Directional Sign" has been specified to be constructed in concert with the development of this back parcel. Currently, the Property Owner and Applicant have identified the potential location at the intersection of Congress Avenue and the northernmost access road (between Parcels A1 and A2), on either the north or south side of the access road along the east side of Congress Avenue (See PUD Exhibit herein).



Zoning:

Article III, section 78-72(2)(n) outlines that Storage Warehouse uses are allowed as Special Exceptions within the Business District (C-2) zoning district if approved by Town Commission. The proposed use will be developed consistent with the current Land Development Regulations of the Town of Lake Park Zoning Code and the Congress Business Park PUD development regulations as prescribed on the

approve Master Plan approved by Town Council on June 08, 2014 (by way of Reso. No. 16-06-14). The maximum FAR for non-residential/commercial projects with a Commercial/Light industrial District is 2.0 and the project at final build out will be at approximately 1.0 FAR. All other property development regulations have been met or exceeded as part of the site and building programming for this specific use.

Water/Sewer:

All required easements for water/sewer purposes have been previously established and platted. Seacoast Utility Authority shall be contacted as part of obtaining the necessary water capacity reservation for the development of a Self-Storage Facility (up to +/-201,600 sf of Self-Storage use).

Design:

The Applicant shall adhere to the design requirements from Chapter 78, Article XII *Architectural Design Guidelines for Nonresidential Buildings* and also to the *Congress Avenue Business Park PUD-Development Regulations (General and Specific Standards)*.

Congress Avenue Business Park PUD-Development Regulations (General and Specific Standards).

A. General

The site programming and building orientation have been developed so as to maximize the terminal vista for patrons accessing the site from Congress Avenue. The main public entrance to the site and building are fully aligned with the intersection of the internal roadways. The colors and materials for the buildings and signage on the subject site will be consistent with the existing nonresidential developments (Aldi Food Market and RaceTrac) located adjacent to the property. Elements from these adjacent projects will be incorporated into the design of the Self-Storage buildings.

B. Specific

1. Colors & Materials

The Applicant has utilized lighter off whites for a majority of the building and provided slightly darker colors to accent various architectural elements around the entire building as well as to accentuate various massing changes along each façade. They have used

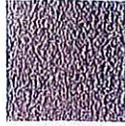
variations in materials to indicate a strong base to the building as well as identify and highlight the entry elements.

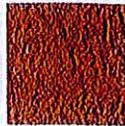
2. Architectural Character

The architectural vernacular of the building is contemporary and maintains a sense of consistency between the two buildings on the subject site. There is no over-use of superfluous details as the building design is clean and modern and uses a change in materials, color and depth to break up the façade and introduce visual interest. The main materials include the integration of stucco, stone veneer and decorative CMU, glass and dark charcoal grey canopies and metal accents.

3. Building Façade

Façade articulation shall be incorporated into all four sides of the architecture in combination with variations in color, material and vertical articulation. The following design elements have been integrated into the design: varied roof lines, well defined public entries by way of combining different material finishes, horizontal and vertical articulation, multiple colors, and projections. All facades on both buildings have been visually broken up through the use of building offsets and the alteration of building materials and various accent bands. **Further, and in response to comments from the Planning and Zoning Board the Applicant has extended the architectural element (a canopy feature), an additional 18" to provide more depth and interest on the west façade of the Phase I building. Also, in response to a comment requesting additional fenestration on the building the Applicant has committed to providing a change in stucco textures on the large panels on all facades of the buildings, (see specification herein).**

Sandblast® Aggregate Textured 100% Acrylic-Based Dirt Pickup Resistant Finishes	
<ul style="list-style-type: none">• Data Sheet• Specifications - PDF• Specifications - DOC	<ul style="list-style-type: none">• SDS• Colors• Textures Up Close
<ul style="list-style-type: none">• Request More Info	

Sandpebble® Aggregate Textured 100% Acrylic-Based Dirt Pickup Resistant Finishes	
<ul style="list-style-type: none">• Data Sheet• Specifications - PDF• Specifications - DOC	<ul style="list-style-type: none">• SDS• Colors• Textures Up Close
<ul style="list-style-type: none">• Request More Info	

4. Building Height

The building shall be less than the approved 50 foot height restriction for the PUD. The proposed height will be 37' 6.5" in height.

5. Signage

See Signage Section above. All building, freestanding and parking area instructional signage complies with the requirements of LDR Article IV, Section 70-103(5)(a-b), and will comply with the approved Master Plan signage requirements for the use of multiple materials and colorful lettering and/or backgrounds.

6. Screening

See Screening Section above. All building mounted mechanical equipment shall be effectively screened from public view. A combination of landscaping, fencing and post and panel concrete walls shall be used to screen at-grade mechanical equipment, dumpsters and utilities. Further, all rooftop AC condensers are to be residential sized units and behind parapet walls.

7. Pedestrian Circulation

A pedestrian sidewalk has been specified from the adjacent nonresidential projects (Aldi Food Market and RaceTrac) across the internal roadway to the front of the subject property. It is expected that foot traffic to the Self-Storage use will be extremely low as most patrons access the site from a vehicle to either deposit or pick up stored goods.

TAB 4



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 19, 2016

Agenda Item No. *Tab 4*

Agenda Title: Second Amendment to the U.S. Security Associates, Inc. Contract

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

Approved by Town Manager *J.P. Griffin* Date: *9-30-16*
Bambi McElhara

Name/Title *HUMAN RESOURCES DIRECTOR*

<p>Originating Department:</p> <p>Town Manager</p>	<p>Costs: \$ <u><i>N/A</i></u></p> <p>Funding Source: <u><i>N/A</i></u></p> <p>Acct. # <u><i>N/A</i></u></p> <p><input checked="" type="checkbox"/> Finance <u><i>SKP</i></u></p>	<p>Attachments:</p> <p>Resolution; Copy of Second Amendment to U.S. Security Associates, Inc. Contract; and, Copy of Executed First Amendment to the U.S. Security Associates, Inc. Contract</p>
<p>Advertised:</p> <p>Date: _____</p> <p>Paper: _____</p> <p><input checked="" type="checkbox"/> Not Required</p>	<p>All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.</p>	<p>Yes I have notified everyone _____</p> <p>OR</p> <p>Not applicable in this case</p> <p><u>BMT</u></p> <p>Please initial one.</p>

Summary Explanation/Background:

The Town of Lake Park entered into a contract on May 30, 2015 with U.S. Security Associates, Inc. ("Contractor") for the provision of unarmed security services at the Lake Park Harbor Marina. At its October 21, 2015 meeting, the Commission approved the First Amendment to the contract with this Contractor for the provision of an additional USA Smart Tablet to be used as a more effective electronic monitoring system at the Marina. A copy of such First Amendment is attached for ease of reference.

The Town wishes to further amend its contract with U.S. Security Associates, Inc. to provide that this Contractor also lock the restrooms at Lake Shore Park. The additional cost for the provision of such service was included in the First Amendment to this contract.

Recommended Motion: I move to adopt Resolution 46-10 - 2016.

RESOLUTION NO. 46-10-16

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE SECOND AMENDMENT TO THE CONTRACT BETWEEN U.S. SECURITY ASSOCIATES, INC. AND THE TOWN OF LAKE PARK; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida (hereinafter "Town") is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, on May 30, 2015 the Town entered into contract with U.S. Security Associates, Inc. for the provision of unarmed security services at the Lake Park Harbor Marina; and

WHEREAS, The Town Commission entered into a First Amendment to the contract with U.S. Security Associates, Inc. on November 21, 2015 for the provision of an additional USA Smart Tablet to be used as a more effective electronic monitoring system at the Marina; and

WHEREAS, the Town Commission has determined that it is in the best interest of the Town to amend the contract with U.S. Security Associates, Inc. to provide that U.S. Security Associates, Inc. also lock the restrooms at Lake Shore Park; and

WHEREAS, the Town Commission has reviewed the provisions of the Second Amendment to the contract with U.S. Security Associates, Inc. ("Amendment") and has determined that it is in the best interest of the Town to authorize and direct the Mayor to execute such Amendment.

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

Section 1. The whereas clauses are true and correct and are incorporated herein.

Section 2. The Town Commission hereby authorizes and directs the Mayor to execute the Second Amendment to the contract with U.S. Security Associates, Inc., a copy of which is attached hereto and incorporated herein as **Exhibit A**.

Section 3. This Resolution shall become effective immediately.

SECOND AMENDMENT TO U.S. SECURITY ASSOCIATES, INC. CONTRACT

THIS SECOND AMENDMENT TO THE CONTRACT BETWEEN THE TOWN OF LAKE PARK AND U.S. SECURITY ASSOCIATES, INC. (the Contract), is made and entered into this day of _____ 2016 by and between TOWN OF LAKE PARK, 535 Park Avenue, Lake Park, Florida 33403 (hereinafter referred to as "TOWN") and U.S. SECURITY ASSOCIATES, INC., a Delaware corporation licensed and authorized to do business in the State of Florida, (hereinafter referred to as "CONTRACTOR").

WHEREAS, the TOWN is a municipality with those powers and responsibilities enumerated by Chapter 166, Florida Statutes and the Florida Constitution; and

WHEREAS, the TOWN and CONTRACTOR entered into the Contract on May 30, 2015 whereby the CONTRACTOR agreed to provide certain security services to the TOWN at the Lake Park Harbour Marina; and

WHEREAS, paragraph 20 of the Contract provides that it may only be amended by the execution of a written amendment executed by the appropriate representatives of the parties; and

WHEREAS, the TOWN and the CONTRACTOR hereby agree to a second amendment to the CONTRACT requiring the CONTRACTOR to lock the restrooms at Lake Shore Park;

WHEREAS, all of the other terms and conditions of the Contract remain in full force and effect.

NOW THEREFORE, in consideration of the above and the mutual covenants contained herein, the parties agree as follows:

I. STATEMENT OF WORK

1. The Statement of Work contained in paragraph 1 of the CONTRACT is hereby amended to provide:

1.1 CONTRACTOR shall furnish all labor and equipment and other necessary items for the performance of the work, and shall perform the required work in accordance with the Contract Documents.

1.2 CONTRACTOR must have a current Business Tax Receipt or Business Registration Receipt from the Town and Palm Beach County prior to commencing any work under the Contract. The CONTRACTOR must also be licensed by the Florida Department of Agriculture and Consumer Services, Division of Licensing prior to commencing work under the Contract and must provide the TOWN with a current copy of such license.

1.3 The CONTRACTOR warrant to the Town that it has examined the Contract Documents and the site of the proposed work thoroughly before the CONTRACTOR submitted its Bid for the work contemplated. The CONTRACTOR must investigate the conditions to be encountered, as to the character, quality, and quantities of work to be performed and materials to be furnished and as to the requirements of the Contract. The CONTRACTOR warrants to the TOWN the CONTRACTOR'S Bid was based upon its own opinion of the conditions likely to be encountered. The CONTRACTOR'S submission of a

bid or proposal shall constitute prima facie evidence that the CONTRACTOR has made the examinations described in this Article.

1.4 CONTRACTOR shall add One USA Smart Table with four positive as equipment to be provided in the performance of the CONTRACT.

1.5 CONTRACTOR shall lock up the restrooms at Lake Shore Park at approximately 8:30 p.m. each night from November through March and 10:30 p.m. from April through October.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day, month and year first written above.

ATTEST:

TOWN OF LAKE PARK, FLORIDA

Vivian Mendez, Town Clerk

By: _____
James DuBois, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

Thomas J. Baird, Town Attorney

CONTRACTOR: U.S. SECURITY ASSOCIATES, INC.

By: _____
Its: _____

SWORN TO and subscribed before me this ____ day of _____, 2016

(Notary Seal)

Notary Public

FIRST AMENDMENT TO U.S. SECURITY ASSOCIATES, INC. CONTRACT

THIS CONTRACT ADDENDUM, made and entered into this 27 day of ~~NOVEMBER~~ 2015 by and between TOWN OF LAKE PARK, 535 Park Avenue, Lake Park, Florida 33403 (hereinafter referred to as "TOWN") and U.S. SECURITY ASSOCIATES, INC., a Delaware corporation licensed and authorized to do business in the State of Florida, (hereinafter referred to as "CONTRACTOR").

WHEREAS, the TOWN is a municipality with those powers and responsibilities enumerated by Chapter 166, Florida Statutes and the Florida Constitution; and

WHEREAS, the TOWN entered into a contract (the Contract) with CONTRACTOR on May 30, 2015 for the provision of security services at the Lake Park Harbour Marina; and

WHEREAS, paragraph 20 of the Contract provides that it may only be amended by the execution of a written amendment executed by the appropriate representatives of the parties; and

WHEREAS, the TOWN and the CONTRACTOR have agreed to amend the Contract to provide for additional services performed by the CONTRACTOR; and

WHEREAS, the parties have agreed to amend the CONTRACT to provide for an additional USA Smart Tablet for the additional consideration of \$150 per month, however all other terms and conditions are to remain in full force and effect.

NOW THEREFORE, in consideration of the above and the mutual covenants contained herein, the parties agree as follows:

1. The Statement of Work contained in paragraph 1 of the CONTRACT is hereby amended to provide that CONTRACTOR shall add One USA Smart Tablet with four positive as equipment to be provided in the performance of the CONTRACT. The provision of this equipment shall begin on October 15, 2015.
2. The Consideration for the CONTRACT as set forth in paragraph 3 of the CONTRACT is hereby amended to provide that the Town shall pay an additional \$150.00 per month for the addition of the USA Smart Tablet, effective as of October 15, 2015.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day, month and year first written above.

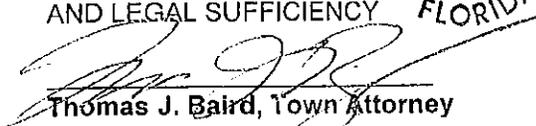
ATTEST:


Vivian Mendez, Town Clerk
TOWN OF LAKE PARK, FLORIDA
SEAL

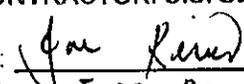
TOWN OF LAKE PARK, FLORIDA

By: 
James DuBois, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY


Thomas J. Baird, Town Attorney
FLORIDA

CONTRACTOR: U.S. SECURITY ASSOCIATES, INC.

By: 
Its: JOSE RIVERA

SWORN TO and subscribed before me this 27 day of November, 2015




Notary Public

TAB 5



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 19, 2016

Agenda Item No. Tab 5

Agenda Title: Notification and Approval of Emergency Purchasing Procedures
Used in Response to Hurricane Matthew Activities

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

Approved by Town Manager

Paul M. Miller-Ten
ACTING TOWN MGR.

Date:

10/13/2016

JDH
David Hunt / Public Works Director

<p>Originating Department: Public Works</p>	<p>Costs: To Be Determined by Vendor Invoicing Various Funding Sources Involved Acct. #'s: See Attached Copies of Field Purchase Orders <input checked="" type="checkbox"/> Finance <i>Finance</i></p>	<p>Attachments: - Ordinance Sections 2-245 & 2-250 - Copies of Field Purchase Orders used for Emergency Purchases</p>
<p>Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required</p>	<p>All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.</p>	<p>Yes I have notified everyone _____ OR Not applicable in this case <i>JDH</i> Please initial one.</p>

Summary Explanation/Background: Public Works' procurement activities in response to Hurricane Matthew would have been delayed if the department complied with the governing purchasing rules, regulations, and procedures associated with obtaining purchase orders in excess of \$1,500.00. The rapid response required to ensure the health, safety and welfare of the town and its citizens did not allow for obtaining three quotes in advance of awarding a purchase order.

Due to the imminent arrival of hurricane conditions, the State of Florida, Palm Beach County, and Town of Lake Park began to operate under a formal State of Emergency. The Town Manager and Finance Director, pursuant to Town Code of Ordinances, Chapter 2, Article V, Division 2, "Purchasing", Section's 2-245 and 2-250 authorized the Public Works Director to make any necessary emergency purchases utilizing the field purchase order process.

No purchases for scarce goods and services in support of emergency management exceeded the Town Manager's \$10,000 spending authority. The following goods and services were secured without three quotes or a formal purchase order:

FIELD PURCHASE ORDER NO.	VENDOR	REASON FOR PURCHASE	ACCOUNTING CODE	COST ESTIMATE
16-2128	Rechtien International	Radiator replacement for vegetation trash truck	404-46000	\$3,000.00
16-2129	GT Supplies	Replace boom extension cylinder on vegetation trash truck	404-46000	\$1,800.00
16-2130	MWI Pumps	Rental of two, 6" trash pumps for clearing flooded roads (as-needed)	402-44100	\$1,750.00
16-2134	Dynamic South, Inc.	Emergency removal of broken panels from top of 150' cell tower	400-46000	\$5,200.00
16-2139	GT Supplies	Day-to-day rental of vegetation trash truck (w/ operator) while town equipment was under repair.	404-44100	NTE \$4,500.00
17-2149	Rechtien International	Additional repairs associated with FPO No. 16-2128; Injector harness repairs	404-46000	\$1,352.00

Recommended Motion: I move to approve the emergency purchasing procedures that were utilized for making preparations to address conditions associated with Hurricane Matthew.

TOWN CODE OF ORDINANCES
CHAPTER 2, ARTICLE V, DIVISION 2, "PURCHASING"

Sec. 2-245. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Emergency purchase: Procurement made in response to certain emergencies or when the delay caused by complying with all governing rules, regulations, and/or procedures would be detrimental to the health, safety and welfare of the town and/or its citizens or would create a hardship on the reasonable conduct of business in a timely fashion. Lack of planning, or funding surpluses, do not justify emergency purchases.

Sec. 2-250. Alternative source selection.

(c) *Emergency purchases.* The town manager or designee may make or authorize emergency purchases as defined herein. The appropriate department director of the originating department shall document in writing that such goods and/or services need to be purchased on an emergency basis. Emergency purchases above the town manager's purchasing authority shall be approved by the town commission at the next regularly scheduled commission meeting. Written determinations documenting emergency purchases shall be retained for a period of at least three years.

TOWN OF LAKE PARK

535 Park Avenue, Lake Park, Florida 33403 - 561.881.3350 - Fax: 561.881.3358

FIELD PURCHASE ORDER

THIS ORDER IS INVALID IF OVER \$1500

P.O. Number

16 2128

ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, AND CORRESPONDENCE

Date: 10/4/16
 Vendor Name: Rehtien International
 Address:
 City: State: Zip:

SUPPLIES / SERVICE	UNIT	QTY	UNIT PRICE	AMOUNT	ACCOUNTING CODE
radiator replacement					404-46000
Total:					

VEH # 63

Estimated Cost: \$3,000.00

AUTHORIZING SIGNATURE: *[Signature]* 10/4/16

TERMS: NET 30 DAYS
 DELIVERIES WILL BE ACCEPTED MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

FEDERAL TAX EXEMPTION CERTIFICATE NO. 59-6000355
 FLORIDA TAX EXEMPTION CERTIFICATE NO. 60-13-116484-54C

Repair Management
BY NAVISTAR

RECHTIEN INT'L TRUCKS, I
3787 INTERSTATE PRK RD W - RIVIERA BEACH, FL 33404
Phone: (1) 866-8829050 - Fax: (1) 561-8820218
Estimate Number: 1617600 - RO Number: 60891
Service Writer: Ron White - Date: 9/1/2016 8:54 AM (C)



Currency: USD

Unit No: 63 **Town Of Lake Park**

VIN: 1HTMMAAN55H120703
Model: 4300 SBA 4X2
Engine: DT466 245 HP/2600 RPM GOV SPD
Make: International
Delivered: 11/26/2004
In Service: 11 Years 10 Months
Mileage: 66690 Eng Hrs: 9611

Recall/AFC: No

Contact Name: PAUL MATHIS
Position: service-primary
Phone: (561) 881-3345
E-Mail: garage@lakeparkflorida.gov
PO Number:

Operation (Un-Sectioned)	Labor Cost	Parts Cost	Core Charge	Total Cost
Electronic Engine Hard Start/No Start, Diagnose	\$190.50	\$0.00	\$0.00	\$190.50
"ICP" Sensor, Diagnostics (1) SENSOR, INJECTOR CONTROL PRESSURE (1) GASKET ASSEMBLY VALVE COVER COVER /UVC HARNESS	\$444.50	\$674.26	\$0.00	\$1,118.76
Viscous Fan Drive And/Or Fan Blade, Replace (1) DRIVE, FAN MODEL SA85 SPIN ON, 2IN FTF (1) BELT 8PK 82.52 INES (1) CAP, SURGE TANK RADIATOR	\$190.50	\$472.48	\$0.00	\$662.98
SEPERATE AND CLEAN RADIATOR AND CONDENSOR	\$381.00	\$0.00	\$0.00	\$381.00
Radiator Assembly, Replace (1) RADIATOR (3) COOLANT	\$508.00	\$1,340.86	\$0.00	\$1,848.86

Notes: [9/1/2016 8:54 AM] - Dealer: QUOTE FOR ENGINE REPAIRS

Summary	
Parts:	\$2,487.60
Core:	\$0.00
Labor:	\$1,714.50
Shop:	\$149.00
Tax:	\$0.00
TOTAL:	\$4,351.10

This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. AUTHORIZED BY: _____
DATE: ___/___/___

TOWN OF LAKE PARK

535 Park Avenue, Lake Park, Florida 33403 - 561.881.3350 - Fax: 561.881.3358

FIELD PURCHASE ORDER

THIS ORDER IS INVALID IF OVER \$1500

Date: 10/4/16
 Vendor Name: GT Supplies
 Address:
 City: State: Zip:

P.O. Number

16-2129

ABOVE PURCHASE ORDER
 NUMBER MUST APPEAR ON
 ALL INVOICES, PACKING LISTS,
 AND CORRESPONDENCE

SUPPLIES / SERVICE	UNIT	QTY	UNIT PRICE	AMOUNT	ACCOUNTING CODE
Replace tip extend cylinder; Veh. No. 65					404-46000
Total:					

AUTHORIZING
 SIGNATURE: *GD Hart*

10/4/16

Estimated Cost: \$1,800.00

TERMS: NET 30 DAYS
 DELIVERIES WILL BE ACCEPTED MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

FEDERAL TAX EXEMPTION CERTIFICATE NO. 59-6000355
 FLORIDA TAX EXEMPTION CERTIFICATE NO. 60-13-116484-54C

TOWN OF LAKE PARK

535 Park Avenue, Lake Park, Florida 33403 - 561.881.3350 - Fax: 561.881.3358

FIELD PURCHASE ORDER

THIS ORDER IS INVALID IF OVER \$1500

Date: 10/4/16

Vendor Name: MWI Pumps

Address: 7775 SW 9th Street (Oslo Rd.)

City: Vero Beach

State: FL

Zip: 32968

P.O. Number

16-2130

ABOVE PURCHASE ORDER
NUMBER MUST APPEAR ON
ALL INVOICES, PACKING LISTS,
AND CORRESPONDENCE

SUPPLIES / SERVICE	UNIT	QTY	UNIT PRICE	AMOUNT	ACCOUNTING CODE
6" Vacuum trash pumps		2			402-44100
				Total:	

AUTHORIZING
SIGNATURE:

[Signature] 10/4/16

Estimated Cost:

\$ 750.00

TERMS: NET 30 DAYS
DELIVERIES WILL BE ACCEPTED MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

FEDERAL TAX EXEMPTION CERTIFICATE NO. 59-6000355
FLORIDA TAX EXEMPTION CERTIFICATE NO. 60-13-116484-54C



10/4/16
ESTIMATE
ONLY

REMIT PAYMENT TO:
MWI CORPORATION
33 NW 2ND STREET
DEERFIELD BEACH, FL 33441
PH:(954)427-2206 FX:(954)426-2009

INVOICE: 220022018

CUSTOMER #: 076476
BILLING TEL: 561-881-3350
SITE TEL:
SALESMAN: DANA CONRAD
CUSTOMER PO: 55696
CONTRACT#: 220005514
INVOICE DATE: 09/02/2016

PO No. 16-2130

BILL TO:
TOWN OF LAKE PARK
535 PARK AVENUE
LAKE PARK FL 33403

SHIP TO: [SITE #: 4]
PUBLIC WORKS DEPTMENT
650 OLD DIXIE HIGHWAY
LAKE PARK FL 33403

TERMS: NET 30

INVOICE NOTES:

DANA CONRAD - 228
ONSITE: RICH -561-881-3345
TAX EXEMPT CERT: 85-8012740118C-3 EXP 06/30/2017

RENTAL#	QTY	DESCRIPTION	STATUS	EXTENDED AMT
12676	1.00	CT006QP 6" SUCTION TRASH PUMP	RTD	\$582.67
		DAY: \$194.22 WEEK: \$582.67 4 WEEK: \$1,748.00		
		SER#: 12676		
		DATE OUT: AUG 26/16 9:00AM BILLED THRU: SEP 01/16 9:00AM		
		RENTAL PERIOD: 6 DAY(S)		
8940	1.00	CT006DS 6" PRIME RITE	RTD	\$582.67
		DAY: \$194.22 WEEK: \$582.67 4 WEEK: \$1,748.00		
		SER#: 8940		
		DATE OUT: AUG 26/16 9:00AM BILLED THRU: SEP 01/16 9:00AM		
		RENTAL PERIOD: 6 DAY(S)		
BS06X20B	4.00	6" X 20' BLK RIGID BAUER	RTD	\$173.32
		DAY: \$14.44 WEEK: \$43.33 4 WEEK: \$130.00		
		DATE OUT: AUG 26/16 9:00AM BILLED THRU: SEP 01/16 9:00AM		
		RENTAL PERIOD: 6 DAY(S)		
LF06X50B	2.00	6" X 50' LAYFLAT BAUER	RTD	\$86.66
		DAY: \$14.44 WEEK: \$43.33 4 WEEK: \$130.00		
		DATE OUT: AUG 26/16 9:00AM BILLED THRU: SEP 01/16 9:00AM		
		RENTAL PERIOD: 6 DAY(S)		
7003-06	2.00	6" BAUER SUCTION SCREEN	RTD	\$0.00
		DATE OUT: AUG 26/16 9:00AM BILLED THRU: SEP 01/16 9:00AM		
		RENTAL PERIOD: 6 DAY(S)		

SUBTOTAL RENTALS: \$1,425.32

SERVICES#	QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1	1.00	DELIVERY	\$125.00	\$125.00
2	1.00	PICKUP	\$150.00	\$150.00
		BOOM TRUCK		
32	1.00	ENVIRONMENTAL CHARGE	\$9.95	\$9.95
9		FUEL SURCHARGE	\$20.00	\$20.00
		DELIVERY AND PICK UPS		

SUBTOTAL SERVICES: \$304.95



REMIT PAYMENT TO:
M.W.I. CORPORATION
33 NW 2ND STREET
DEERFIELD BEACH, FL 33441
PH:(954)427-2206 FX:(954)426-2009

INVOICE: 220022018

CUSTOMER #: 076476

BILLING TEL: 561-881-3350

SITE TEL:

SALESMAN: DANA CONRAD

CUSTOMER PO: 55696

CONTRACT#: 220005514

INVOICE DATE: 09/02/2016

GRAND TOTAL:

\$1,730.27

TOWN OF LAKE PARK

535 Park Avenue, Lake Park, Florida 33403 - 561.881.3350 - Fax: 561.881.3358

FIELD PURCHASE ORDER

THIS ORDER IS INVALID IF OVER \$1500

Date: 10/7/16

Vendor Name: Dynamic South, Inc.

Address: 5567 Doug Taylor Circle

City: St. James City

State: FL

Zip: 33956

P.O. Number

16-2134

ABOVE PURCHASE ORDER
NUMBER MUST APPEAR ON
ALL INVOICES, PACKING LISTS,
AND CORRESPONDENCE

SUPPLIES / SERVICE	UNIT	QTY	UNIT PRICE	AMOUNT	ACCOUNTING CODE
Emergency repair; Remove stealth panels from tower					400-46000
Total:					

AUTHORIZING
SIGNATURE:

[Signature] 10/7/16

Estimated Cost: \$5,200.00

TERMS: NET 30 DAYS

DELIVERIES WILL BE ACCEPTED MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

FEDERAL TAX EXEMPTION CERTIFICATE NO. 59-6000355

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



PROPOSAL

PROPOSAL SUBMITTED TO:
 Town Of Lake Park Public Works
 650 Old Dixie Hwy
 Lake Park, FL. 33403
 ATTENTION: David Hunt

JOB NAME & LOCATION:
 Town of Lake Park Public Works
 650 Old Dixie Hwy
 Lake Park, FL. 33403
 Remove stealth panels

We hereby submit the following proposal:

We propose to supply labor, equipment and materials to remove stealth panels from existing flag pole

Price includes the following items:

- 1 Supply 80 ton crane and manbasket*
- 2 Supply 3 men to remove stealth panel to be left on site*
- 3 Provide pictures of condition of tower top*

Lot price for the above scope of work \$5,200.00

Notes: no permit

Pricing is valid for 30 days from date of Proposal ~~~~~ Payment Terms - Net 30 Days

We Propose to furnish material and labor in accordance with above specifications for the sum of:
 five thousand two hundred dollars and 00/100

Authorized Signature:	Date:
<i>JON KING</i>	7-Oct-16
JON KING - DIRECTOR	

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: *[Handwritten Signature]* Date: *10/7/16*

FPO No. 16-2134

TOWN OF LAKE PARK

535 Park Avenue, Lake Park, Florida 33403 - 561.881.3350 - Fax: 561.881.3349

FIELD PURCHASE ORDER

THIS ORDER IS INVALID IF OVER \$1500

Date: 10/11/16

Vendor Name: **GT Supplies**

Address:

City:

State:

Zip:

P.O. Number

16-2139

ABOVE PURCHASE ORDER
NUMBER MUST APPEAR ON
ALL INVOICES, PACKING LISTS,
AND CORRESPONDENCE

SUPPLIES / SERVICE	UNIT	QTY	UNIT PRICE	AMOUNT	ACCOUNTING CODE
emergency rental of clamshell truck for hurricane debris					404-44100
Total:					

AUTHORIZING
SIGNATURE: 

10/11/16

Estimated Cost:

\$4,500.00

N.T.E.

TERMS: NET 30 DAYS

DELIVERIES WILL BE ACCEPTED MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

FEDERAL TAX EXEMPTION CERTIFICATE NO. 59-6000355

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

TOWN OF LAKE PARK

535 Park Avenue, Lake Park, Florida 33403 - 561.881.3350 - Fax: 561.881.3349

FIELD PURCHASE ORDER

THIS ORDER IS INVALID IF OVER \$1500

Date: 10/12/16
Vendor Name: **Rechtien International**
Address:
City: State: Zip:

P.O. Number

17-2149

ABOVE PURCHASE ORDER
NUMBER MUST APPEAR ON
ALL INVOICES, PACKING LISTS,
AND CORRESPONDENCE

SUPPLIES / SERVICE	UNIT	QTY	UNIT PRICE	AMOUNT	ACCOUNTING CODE
repair engine injector harness for clamshell #63					4064-46000
Total:					

related to 16-2128

AUTHORIZING
SIGNATURE: _____

Estimated Cost: **\$1,352.00**

TERMS: NET 30 DAYS
DELIVERIES WILL BE ACCEPTED MONDAY THRU FRIDAY 8:30 AM - 4:00 PM

FEDERAL TAX EXEMPTION CERTIFICATE NO. 59-6000355
FLORIDA TAX EXEMPTION CERTIFICATE NO. 60-13-116484-54C

Repair Management
BY NAVISTAR

RECHTIEN INT'L TRUCKS, I
3787 INTERSTATE PRK RD W - RIVIERA BEACH, FL 33404
Phone: (1) 866-8829050 - Fax: (1) 561-8820218
Estimate Number: 1617600 - RO Number: 60891
Service Writer: Ron White - Date: 9/1/2016 8:54 AM (C)



Currency: USD

Unit No: 63

Town Of Lake Park

VIN: 1HTMMAAN55H120703
Model: 4300 SBA 4X2
Engine: DT466 245 HP/2600 RPM GOV SPD
Make: International
Delivered: 11/26/2004
In Service: 11 Years 10 Months
Mileage: 66690 Eng Hrs: 9611

Recall/AFC: No

Contact Name: PAUL MATHIS
Position: service-primary
Phone: (561) 881-3345
E-Mail: garage@lakeparkflorida.gov
PO Number:

Operation (Un-Sectioned)	Labor Cost	Parts Cost	Core Charge	Total Cost
Electronic Engine Hard Start/No Start, Diagnose	\$190.50	\$0.00	\$0.00	\$190.50
"ICP" Sensor, Diagnostics (1) SENSOR, INJECTOR CONTROL PRESSURE (1) GASKET ASSEMBLY VALVE COVER COVER /UVC HARNESS	\$444.50	\$674.26	\$0.00	\$1,118.76
Viscous Fan Drive And/Or Fan Blade, Replace (1) DRIVE, FAN MODEL SA85 SPIN ON, 2IN FTF (1) BELT 8PK 82.52 INES (1) CAP, SURGE TANK RADIATOR	\$190.50	\$472.48	\$0.00	\$662.98
SEPERATE AND CLEAN RADIATOR AND CONDENSOR	\$381.00	\$0.00	\$0.00	\$381.00
Radiator Assembly, Replace (1) RADIATOR (3) COOLANT	\$508.00	\$1,340.86	\$0.00	\$1,848.86

Notes: [9/1/2016 8:54 AM] - Dealer: QUOTE FOR ENGINE REPAIRS

Summary	
Parts:	\$2,487.60
Core:	\$0.00
Labor:	\$1,714.50
Shop:	\$149.00
Tax:	\$0.00
TOTAL:	\$4,351.10

This estimate is subject to teardown and inspection and is valid for 30 days from date above. I, the undersigned, authorize you to perform the repairs and furnish the necessary materials. I understand any costs verbally quoted are an estimate only and not binding. Your employees may operate vehicle for inspecting, testing and delivery at my risk. You will not be responsible for loss or damage to vehicle or articles left in it. AUTHORIZED BY: _____
DATE: ___/___/___

Ordinance on First Reading

TAB 6



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: October 19, 2016

Agenda Item No. Tab 6

Agenda Title: A TOWN INITIATED ORDINANCE PROPOSING THE MODIFICATION OF TOWN CODE SECTION 6-6 TO PROVIDE FOR FLEXIBILITY THAT IS CONSISTENT WITH FLORIDA STATE STATUTE 562.45(2)(a) FOR THE SALE OF ALCOHOL NEAR CERTAIN USES AND ADDITIONAL CLARIFICATIONS.

- SPECIAL PRESENTATION/REPORTS
- BOARD APPOINTMENT
- ORDINANCE ON 1st READING**
- NEW BUSINESS
- OTHER: _____

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *[Signature]* Date: 9-29-16

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

Originating Department: Community Development	Costs: \$ Legal Review of ORD Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: → Ordinance <u>10</u> -2016 → Copy of FSS 562.45(2)(a)
Advertised: Date: <i>N/A on 1st reading</i> Paper: <input type="checkbox"/>	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>ND</u> OR Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

In reviewing the State Statute regarding alcohol sales near certain uses (FSS 562.45), it appears the Town Code is far more restrictive than the State Statute in terms of disallowing (restaurants that sell alcohol for example) near certain uses. In an effort to bring the Town Code in line with the Statute and promote certain businesses along our commercial corridors (always keeping in mind that alcohol related uses are regulated by the individual zoning districts where, for example, liquor stores are prohibited along Northlake Boulevard and Park Avenue under current code), Staff is proposing amendments to Section 6-6 to limit the restriction to elementary, middle and secondary school. Consequently, the additional uses (churches, day cares and parks) are proposed to be eliminated and additional emphasis is being added where appropriate.

Recommended Motion: I move to APPROVE Ordinance __-2016 on 1st reading.

ORDINANCE NO. 10-2016

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 6-6 OF THE TOWN CODE PERTAINING TO THE SALE OF ALCOHOL NEAR CERTAIN USE TO BRING THE TOWN'S REGULATIONS INTO CONFORMANCE WITH FLORIDA STATE STATUTE 562.45(2)(A); PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

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

WHEREAS, the Town Commission has adopted regulations and criteria in Chapter 6 of the Town's Code of Ordinances which prohibits the sale of alcohol within 500 feet of churches, schools, and day care centers; and

WHEREAS, Town Manager has recommended to the Town Commission that Section 6-6 of Chapter 6 be amended so that it is consistent with the provisions of Florida State Statute 562.45(2)(A); and

WHEREAS, the Town Commission, has considered the Town Manager's recommendation and has determined that it is appropriate and furthers the public health, safety and general welfare.

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

Section 1. The whereas clauses are hereby incorporated as true and correct findings of fact of the Town Commission.

Section 2.

Sec. 6-6. Sale of alcohol near certain uses prohibited.

(a)

No person or entity may sell alcoholic beverages for consumption either on or off the premises where the place of sale is within 500 feet of real property that is being used as ~~an church, public or private day care center,~~ elementary school, middle school, high school, or secondary school, ~~or park.~~ Provided, however, that businesses located on Park Avenue between 7th Street and 10th Street shall be exempt from this 500-foot distance regulation.

(b)

The measurement provided in subsection (a) of this section shall be measured by drawing a straight line between the closest property lines of the place of sale and the real property being used as ~~an church, public or private day care center,~~ elementary school, middle school, high school or secondary school, ~~or park.~~

(c)

~~For purposes of this section, Kelsey Park, Lake Shore Park and the Lake Park Harbor Marina shall be excluded from the definition of "park" provided that any c~~onsumption of alcohol in Kelsey Park, the Lake Park Harbor Marina, or Lake Shore Park must be pursuant to a special event permit, or permanent concession sales located on the premises, which authorizes the sale and consumption of alcohol in Kelsey Park, the Lake Park Harbor Marina, or Lake Shore Park.

Section 3. Severability. If any section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held by a Court to be unconstitutional, inoperative or void, such holding shall not affect the remainder of this Ordinance.

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

Section 5. **Codification.** The provision of this Ordinance shall become and be made a part of the Code of Ordinances for the Town of Lake Park. The Sections of the Ordinance maybe renumbered or re-lettered to accomplish such.

Section 6. **Effective date.** This Ordinance shall take effect immediately upon passage.

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Title XXXIV
ALCOHOLIC BEVERAGES AND
TOBACCO

Chapter 562
BEVERAGE LAW
ENFORCEMENT

562.45 Penalties for violating Beverage Law; local ordinances; prohibiting regulation of certain activities or business transactions; requiring nondiscriminatory treatment; providing exceptions.—

(1) Any person willfully and knowingly making any false entries in any records required under the Beverage Law or willfully violating any of the provisions of the Beverage Law, concerning the excise tax herein provided for shall be guilty of a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#). It is unlawful for any person to violate any provision of the Beverage Law, and any person who violates any provision of the Beverage Law for which no penalty has been provided shall be guilty of a misdemeanor of the second degree, punishable as provided in s. [775.082](#) or s. [775.083](#); provided, that any person who shall have been convicted of a violation of any provision of the Beverage Law and shall thereafter be convicted of a further violation of the Beverage Law, shall, upon conviction of said further offense, be guilty of a felony of the third degree, punishable as provided in s. [775.082](#), s. [775.083](#), or s. [775.084](#).

(2)(a) Nothing contained in the Beverage Law shall be construed to affect or impair the power or right of any county or incorporated municipality of the state to enact ordinances regulating the hours of business and location of place of business, and prescribing sanitary regulations therefor, of any licensee under the Beverage Law within the county or corporate limits of such municipality. However, except for premises licensed on or before July 1, 1999, and except for locations that are licensed as restaurants, which derive at least 51 percent of their gross revenues from the sale of food and nonalcoholic beverages, pursuant to chapter 509, a location for on-premises consumption of alcoholic beverages may not be located within 500 feet of the real property that comprises a public or private elementary school, middle school, or secondary school unless the county or municipality approves the location as

promoting the public health, safety, and general welfare of the community under proceedings as provided in s. 125.66(4), for counties, and s. 166.041(3)(c), for municipalities. This restriction shall not, however, be construed to prohibit the issuance of temporary permits to certain nonprofit organizations as provided for in s. 561.422. The division may not issue a change in the series of a license or approve a change of a licensee's location unless the licensee provides documentation of proper zoning from the appropriate county or municipal zoning authorities.

(b) Nothing in the Beverage Law shall be construed to affect or impair the power or right of any county or incorporated municipality of the state to enact ordinances regulating the type of entertainment and conduct permitted in any establishment licensed under the Beverage Law to sell alcoholic beverages for consumption on the premises, or any bottle club licensed under s. 561.14, which is located within such county or municipality.

(c) A county or municipality may not enact any ordinance that regulates or prohibits those activities or business transactions of a licensee regulated by the Division of Alcoholic Beverages and Tobacco under the Beverage Law. Except as otherwise provided in the Beverage Law, a local government, when enacting ordinances designed to promote and protect the general health, safety, and welfare of the public, shall treat a licensee in a nondiscriminatory manner and in a manner that is consistent with the manner of treatment of any other lawful business transacted in this state. Nothing in this section shall be construed to affect or impair the enactment or enforcement by a county or municipality of any zoning, land development or comprehensive plan regulation or other ordinance authorized under ss. 1, 2, and 5, Art. VIII of the State Constitution.

History.—s. 15, ch. 16774, 1935; s. 3, ch. 19301, 1939; CGL 1940 Supp. 4151(240), 7648(6); s. 4, ch. 29964, 1955; s. 1, ch. 57-327; s. 573, ch. 71-136; s. 2, ch. 72-230; s. 1, ch. 87-365; s. 24, ch. 91-60; s. 4, ch. 97-165; s. 2, ch. 99-156; s. 128, ch. 2014-17.