



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, November 20, 2013, 6:30 p.m.
Lake Park Town Hall
535 Park Avenue

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

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Presentation by Ricky Petty, Director, Bridges at Lake Park and John Bartosek, Chief Communications Officer, Children's Services Council of Palm Beach County.

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. Regular Commission Meeting Minutes of November 6, 2013 Tab 2
3. Resolution No. 43-11-13 Authorizing the Mayor to Apply for Federal Fiscal Year (FFY) 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Funds from the Florida Department of Law Enforcement Tab 3

F. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:
None

G. PUBLIC HEARINGS – ORDINANCE ON SECOND READING:
None

- H. NEW BUSINESS:
4. Resolution No. 44-11-13 Amending the Town's Permit Fee Schedule by Adding Additional Permit-Related and Administrative-Related Fees Tab 4

I. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

J. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, December 4, 2013

**Special
Presentations/
Reports**

TAB 1



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 20, 2013

Agenda Item No. *Tab 1*

Agenda Title: Presentation by Ricky Petty, Director, Bridges at Lake Park and John Bartosek, Chief Communications Officer, Children's Services Council of Palm Beach County

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

Approved by Town Manager *[Signature]* **Date:** *11/8/13*

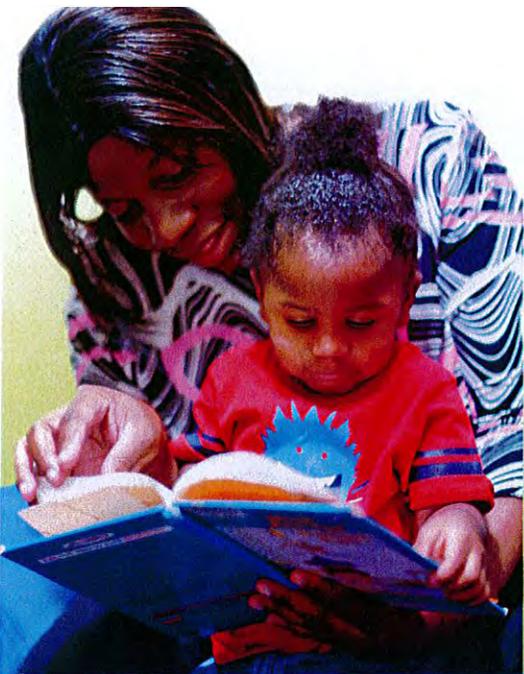
Shari Canada, CMC, Deputy Town Clerk
 Name/Title _____

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Copy of Brochure
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 <i>sc</i> or Not applicable in this case ____ Please initial one.

Summary Explanation/Background:

Ricky Petty, Director, Bridges at Lake Park and John Bartosek, Chief Communications Officer, Children's Services Council of Palm Beach County will be making a presentation regarding their goals, services and activities. A pamphlet regarding Bridges at Lake Park is attached.

Recommended Motion: No motion is necessary, as this is a presentation only.



This community profile is intended to provide insight on the conditions – both strengths and challenges – of a particular neighborhood through a variety of data gathered between 2010-2012*. Bridges seeks to engage the collective resources of this community and take action to improve conditions for children and families.

The Lake Park neighborhood that Bridges targets has approximately 1,906 households and a population of 6,039 residents. In 2010, approximately 12% of the population was 0 to 8 years old (745 children).

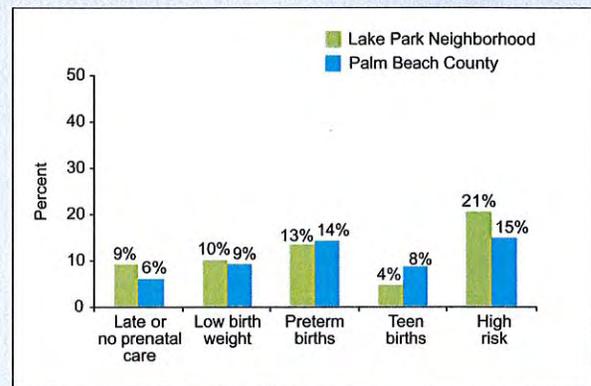
Census Tract = 11.01 Population: 6,039 Population 0–8 years: 745

The first goal of the Bridges initiative is to increase the number of children born healthy. Children born in the Lake Park neighborhood in 2010 fared worse than children in Palm Beach County on several birth indicators (Figure 1-1). In 2010, 10% of infants were low birth weight, and 13% were born preterm. Approximately 21% of births in the Lake Park neighborhood were considered high risk. Approximately 9% of women received late or no prenatal care, and 4% of births were to teen mothers.

The infant mortality rate in the Lake Park neighborhood was higher than in Palm Beach County. 6.2 infants died for every 1,000 live births in the neighborhood compared with 5.5 in Palm Beach County.

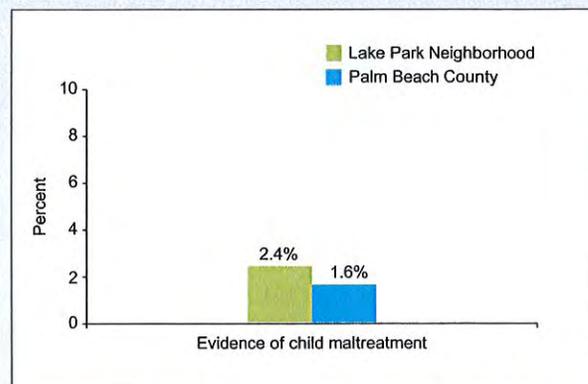
The second goal of the Bridges initiative is to make sure children are in safe and nurturing environments and remain free from abuse and neglect. Evidence of child maltreatment was higher in the Lake Park neighborhood than in the county (Figure 1-2). Data provided by the Department of Children and Families of Palm Beach County show that 2.4% of children in the neighborhood had evidence of maltreatment compared with 1.6% of children in Palm Beach County overall.

Figure 1-1. Prenatal Care and Births in the Lake Park Neighborhood (2010)



Source: Florida Department of Health

Figure 1-2. Evidence of Child Maltreatment in the Lake Park Neighborhood (2010)



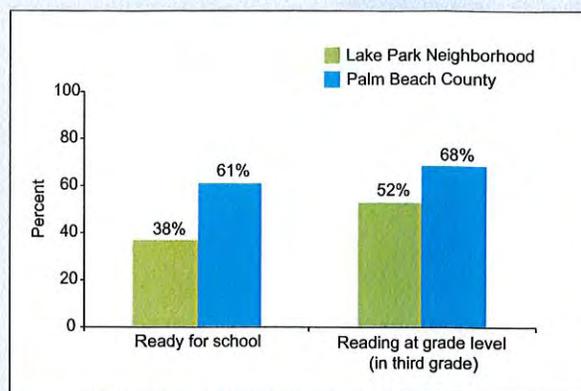
Source: Department of Children and Families in Palm Beach County. Note: Only 60% of children with evidence of maltreatment could be linked to a physical residence and geocoded to the neighborhood level.

*Information contained in the profile represents a point in time; perceptions and staff insight may not express the views of the entire community.

The third goal of the Bridges initiative is to increase the number of children who enter kindergarten ready to learn. In 2010, 38% of children in the Lake Park neighborhood were ready for school at kindergarten entry compared with 61% in Palm Beach County (Figure 1-3).

The fourth goal of the Bridges initiative is to increase the number of children who are proficient readers in third grade. In 2010, 52% of children in the Lake Park neighborhood were reading at grade level in third grade compared with 68% of children in Palm Beach County (Figure 1-3).

Figure 1-3. School Readiness and Third-Grade Reading in the Lake Park Neighborhood (2010)



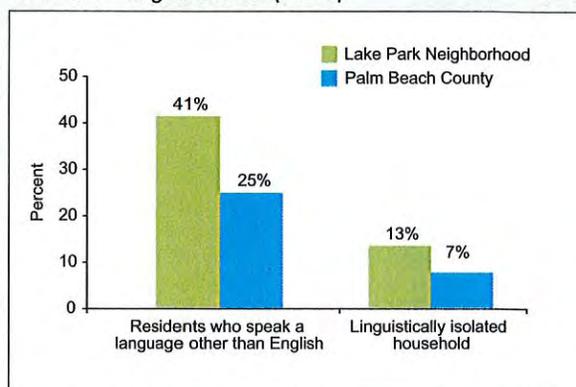
Source: Palm Beach County School District.
 Note: Measured by the Florida Kindergarten Readiness Screener (FLKRS) and the Florida Comprehensive Assessment Test (FCAT).

Lake Park Neighborhood: At A Glance

Race & Ethnicity. The racial composition in this neighborhood is 60% black and 32% white, according to the 2010 U.S. Census. The majority of residents in this neighborhood are non-Hispanic; just 7% identified their ethnicity as being Hispanic. The majority of individuals served by Bridges at Lake Park describe themselves as Haitian (61%) or African American (20%).

Language. (Figure 1-4). Among Lake Park neighborhood residents, 41% reported speaking a language other than English at home, and 13% of households are considered linguistically isolated. Linguistically isolated households are those where no one 14 years old or older can speak English fluently.

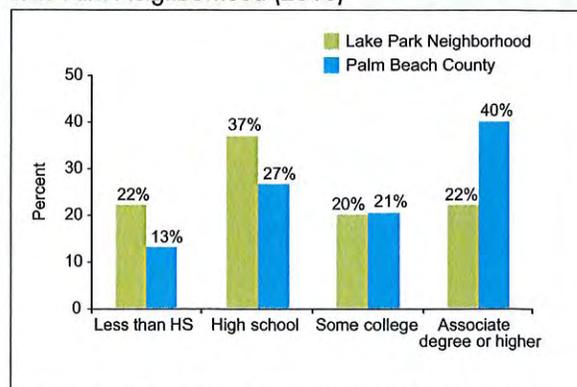
Figure 1-4. Language of Residents and Households in the Lake Park Neighborhood (2010)



Source: U.S. Census Bureau.

Education. (Figure 1-5). High school graduates accounted for 78% of the population in the Lake Park neighborhood compared with 87% in Palm Beach County, which indicates 22% of residents did not complete high school or obtain a GED. Among Lake Park neighborhood residents 25 years old or older, 22% completed an associates degree or higher compared with 40% in Palm Beach County.

Figure 1-5. Highest Education Attained by Residents in the Lake Park Neighborhood (2010)



Source: American Community Survey, U.S. Census Bureau.

Housing & Household Composition. In this neighborhood, 56% of households are owner-occupied and the remaining 44% are renter-occupied. According to census data, 84% of residents report residing in the same household as one year ago (compared with 85% for Palm Beach County). Almost half of the children (49%) live in single-parent households compared with 37% in Palm Beach County.

Economic Indicators:

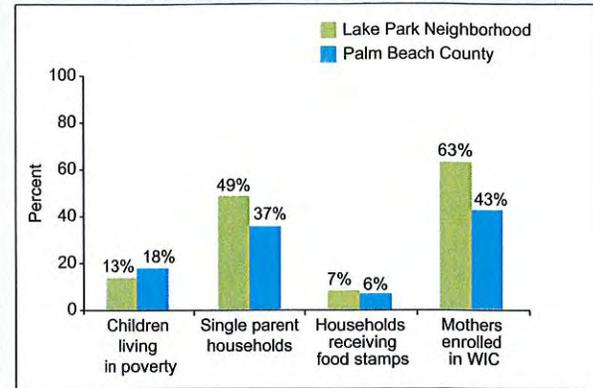
The median household income was \$47,931, compared with \$58,709 in Palm Beach County. The unemployment rate in the neighborhood was 11% compared with 9% in Palm Beach County.

Among children in the Lake Park neighborhood, 13% live below the federal poverty level in 2010 compared with 18% in Palm Beach County. (Figure 1-6).

Households receiving food stamps accounted for 7% of the neighborhood compared with 6% in Palm Beach County.

Births to mothers enrolled in the Women, Infants and Children (WIC) program was 63% in the Lake Park neighborhood and 43% in Palm Beach County. (Figure 1-6).

Figure 1-6. Child and Family Socioeconomics in the Lake Park Neighborhood (2010)



Source: American Community Survey, U.S. Census Bureau.

WIC provides vouchers for supplemental foods, health care referrals, and nutrition education for low-income pregnant and breastfeeding women, as well as to infants and children up to age five who are found to be at nutritional risk.

Neighborhood Strengths, Existing Resources, and Partners

Staff at Bridges identified many resources and supports as the community's strengths, including their community ambassadors and volunteers, partners, and community organizations.

Bridges at Lake Park is located in office space within a shopping plaza at a high-traffic intersection of Northlake Boulevard and 10th Street. Immediately surrounding the site are other businesses such as a veterinary hospital, dry cleaners, gas stations, restaurants and retail stores. The majority of residential structures are single-family homes and smaller apartment complexes located to the south and east of the site location. To the west of Lake Park is the city of Riviera Beach, and Bridges at Lake Park is no more than a ten-minute drive to the Bridges in Riviera Beach. Lake Park also borders the Intracoastal Waterway that separates the mainland from the Atlantic Ocean.

Bridges staff describe specific strengths that include:

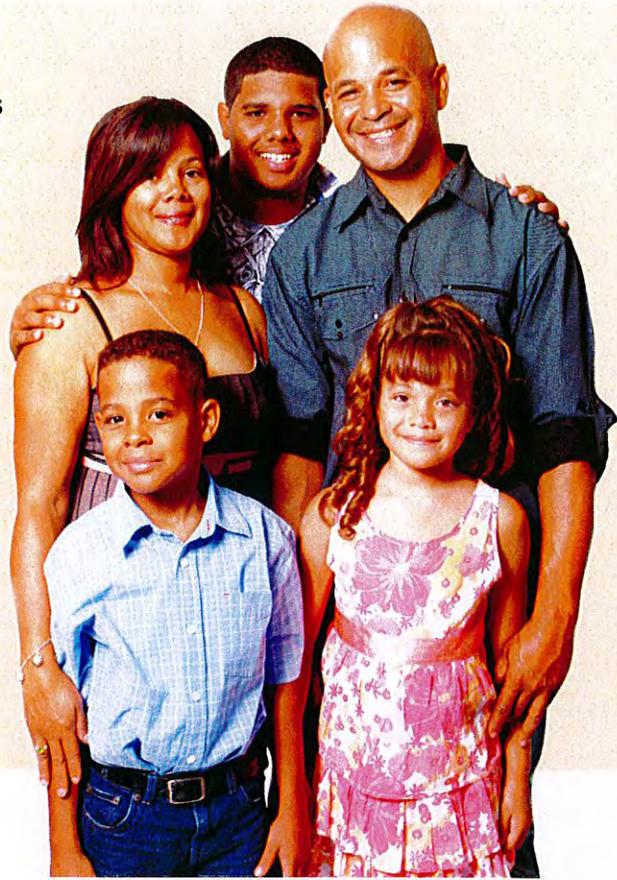
- **This is a close-knit community.** Census data show that there is a low mobility with approximately 84% of residents reporting to be in the same household as one year ago (compared with 85% for Palm Beach County).

- **Residents of this neighborhood generally feel safe when walking through the neighborhood** and there is a good relationship between community residents and local police. People in the neighborhood are not afraid to ask for help when they need it and they are strong advocates for their needs.
- **Residents regularly attend a local church or faith-based organization,** and there are 17 churches in the greater Lake Park area. Bridges at Lake Park currently works with St. Mark Episcopal Church and Renewed Deliverance Church. They've provided donated items for Bridges families (clothing, baby supplies, diapers, etc.). They also provide volunteers to assist with Bridges events and activities.



There are collaborative efforts and partnerships happening in the Lake Park neighborhood.

- The town government and Lake Park elementary school have been willing to collaborate with Bridges at Lake Park on behalf of community children and families. Bridges partners with Lake Park Elementary during kindergarten roundup to ensure parents are aware of the school's expectations so their child can be prepared when they start kindergarten. Bridges at Lake Park actively encourages parents to be involved at the School Advisory Committee (SAC) meeting and other school functions.
- Other nonprofits and Bridges frequently communicate and share resources. As an example, Bridges and Community Voice have worked together to reach males in the community and, together, they offered a class emphasizing the importance of father involvement.
- Local businesses have been supportive to Bridges in its endeavors by offering discounts to families who are Bridges members. Local media such as radio, television news, and newspapers have been helpful in advertising and bringing awareness of Bridges to local families.
- By developing partnerships with dedicated volunteers, such as Catrina Bush of LaFay Productions, Meg Scholp of Mothers On a Mission (MOMs), and the Lake Park Kiwanis Club, Bridges has been able to offer parent-child activities and events to its families.
- Additional partners of the Bridges at Lake Park include some of the following community agencies: C.R.O.S. Ministries, DCF (Florida ACCESS partner), Healthy Mothers / Healthy Babies, Mercy Me Ministries, Operation Hope, Resource Depot, Safe Kids, Women's Health Initiative (WHIN), and businesses such as Sports Planet, a restaurant that allows Bridges to host events at their location.



The map (Figure 1-7) shows the census tract area that Bridges at Lake Park targets for services as well as the location of the Bridges site. It also includes a one-half mile area outside the census tract to show potential resources available to families living in the Lake Park neighborhood. The services indicated in the map and descriptions below were those identified in a scan of area resources using 211 online registry, accessible registries for licensed child care providers, health, schools, libraries, parks, and locally developed resource guides that were believed to be current at the time the resource list was developed in fall of 2012. This may not represent all area resources.

Services and resources exist in the Lake Park area, these include the following:

- Non-medical resources for expectant parents
- Licensed child care providers
- Counseling/mental health services
- Parks/playgrounds/recreational facilities.

There are seven social service and nonprofit organizations in the Lake Park area as shown in the map in light blue (e.g., Feeding the Flock Food Pantry, Federation of Families, National Center for Missing and Exploited Children, Joann's Cottage).

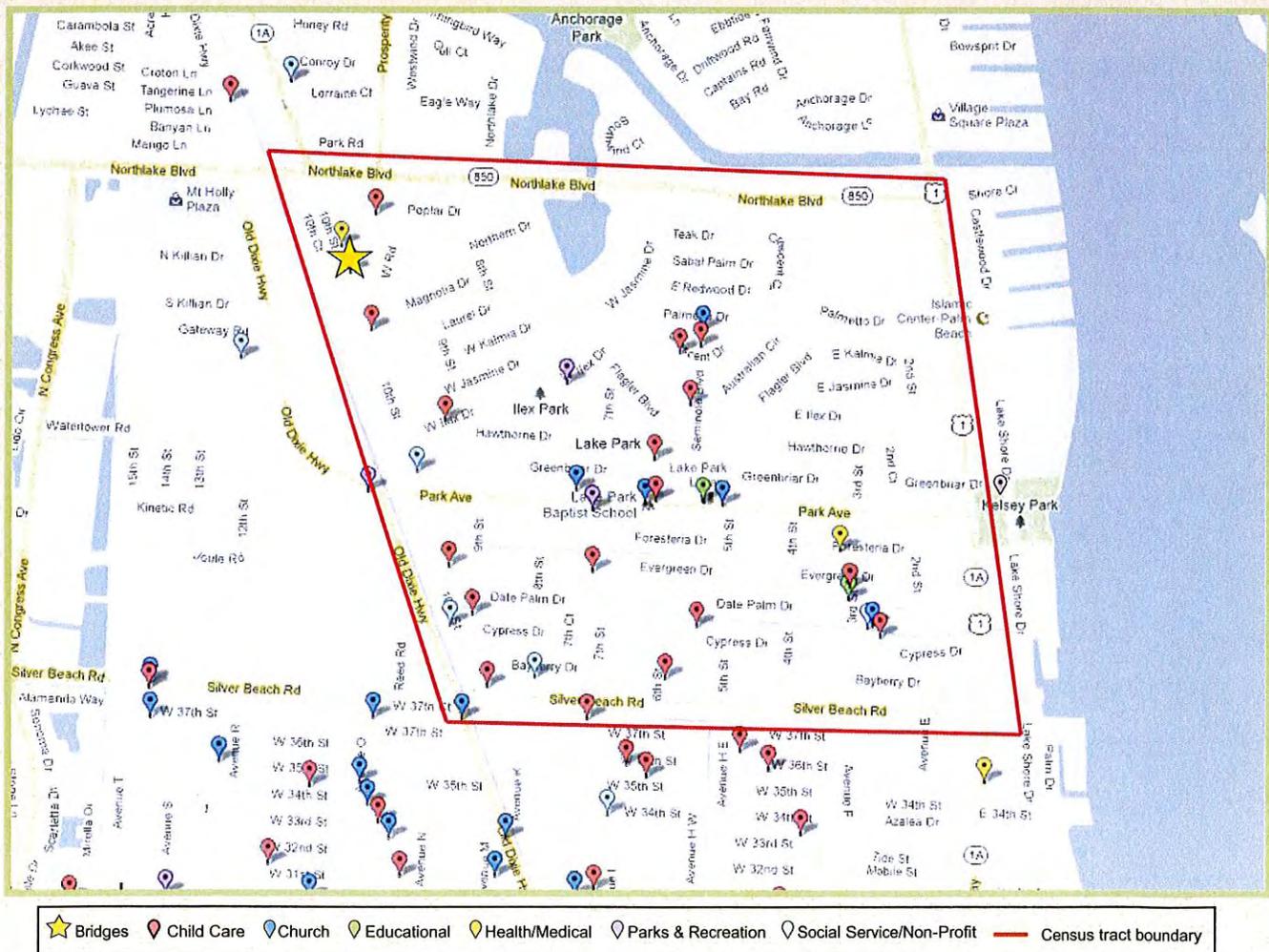
There are three organizations that provide health care or medical services. Two of the three are drug and alcohol treatment programs, and the other one is the Molina Medical Clinic, which is a general practice that accepts Medicaid reimbursement.

Five parks and other recreational facilities are shown in the map in purple. Kelsey Park is a local gathering place located on the Intracoastal Waterway that Bridges at Lake Park uses occasionally for family activities and events.

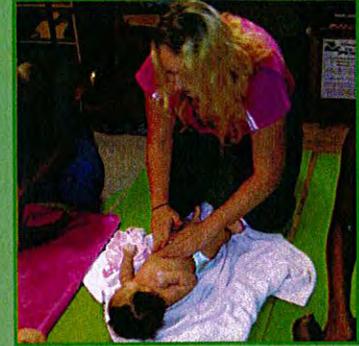
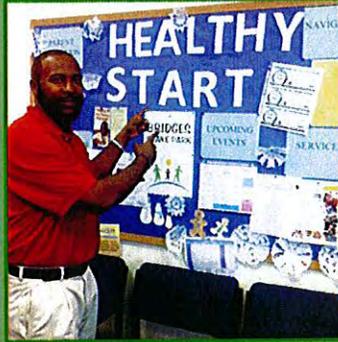
Two educational resources are shown on the map in green, which includes the Lake Park Library and Lake Park Elementary school. In partnership with the library, Bridges at Lake Park is able to offer interactive story time, "Twilight Tales" to local children and their families. Lake Park Bridges is active at the Lake Park Elementary School Advisory Committee (SAC), where they outreach to and inform families of the services offered at Bridges.

Bridges at Lake Park partners with several local child care providers. Some of them include: Twiggs Early Learning Center, Bright Futures, Kidz Academy, Let Us Stand United Together (LUSUT), and First Learning. There are 30 licensed child care providers in the larger area. Of those, 17% participate in the Quality Counts system. Quality Counts is an early care and education improvement and support system that is designed to enhance the quality of child care so that children birth to five years of age are healthy and ready to learn when they enter school.

Figure 1-7. Greater Lake Park Neighborhood



Challenges to Improving Child Outcomes



Staff identified challenges to improving outcomes for children and families in the Lake Park neighborhood:

Many residents and families face language barriers that may impact access to services and make them reluctant to use services for which they may be eligible. Two-fifths of residents speak a language other than English at home (41%) compared to 25% in Palm Beach county. Additionally, 13% of households in the Lake Park neighborhood are considered linguistically isolated compared to 7% in the county.

There are resources and services not available within a close traveling distance, some of them including: family planning/pregnancy prevention, medical care for pregnant women, and pediatricians/family medical practices. This makes it difficult for families without reliable transportation to access these services.

The unemployment rate in the Lake Park neighborhood is higher than the county overall, and some families struggle to provide for their children's basic needs.

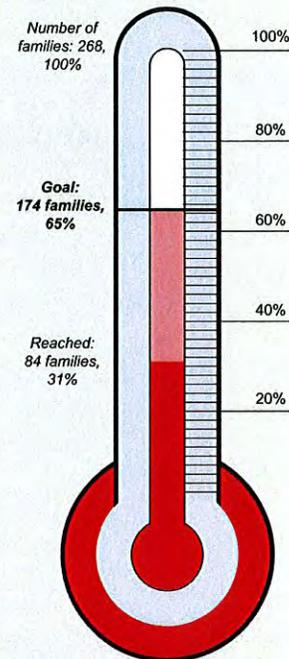
Participation Rates: Of the families who visited Lake Park Bridges,

- 41% participated in parent-child activities.
- 44% participated in Triple P individual sessions, groups, or seminars.
- 93% participated in navigation activities.
- 38% participated in adult education or capacity-building workshops and activities.

Service Reach (between June 2011 and December 2012):

- 268 parents of children 0–17 participated in services or activities at Bridges at Lake Park.
- 228 families participated, and of those families, 68% had children ages 0–5 (n = 155).
—Of those families with children 0–5, 54% resided in a target neighborhood (n = 83).
- 268 families with children age 0–5 lived in the Lake Park neighborhood during the 2010 census.
- 84 families with children age 0–5 who live in the Lake Park neighborhood participated in activities at Bridges.
—Therefore, we estimate Bridges has been successful in reaching approximately **31%** of the families with children 0-5 in the Lake Park neighborhood thus far.

Bridges works hard to meet the needs of families in order to enhance parents’ ability to promote the health, early development, safety, and school success of their children. The Bridges model is inspired by the Harlem Children’s Zone core principle of saturating a neighborhood with information and services to improve the environment for children and families living there. To achieve this saturation, Bridges hopes to reach at least 65% of families with young children 0–5 living in the neighborhood and cultivate an environment where children are healthy, safe, and ready to succeed in school.



Serving Lake Park since January 2011.

Bridges at Lake Park offers activities to reach the goals of the Bridges initiative, such as outreach, parent support and navigation. Examples of some of these activities include the following:

- Child development through parent-child activities to promote early literacy, social, and motor skills for kindergarten readiness: "Raise Me Up" Activities, "My Parents and Me," Bridges Play Room, Infant Massage
- Individual and group parent support and education: Triple P, MOMs (Mothers on a Mission), Father Talk
- Developmental screenings using the Ages & Stages Questionnaire (ASQ-3) for children ages 0-5
- Navigation services - connecting families with needed resources and helpful opportunities: FL ACCESS community partner (help with food, Medicaid, and cash assistance applications), Family Resource Library, car seat safety check/installations, and Business Center (allows members use of a computer, fax, copy, & notary service)

- Adult education and capacity-building workshops: Reading Enrichment Night, Resume Writing, Community Voice, Survival English workshop
- Community engagement: Strong Starts Community Dialogue Circles, Getting to Know Bridges, Holiday Sharing, "I Am Not Alone" Play, Community Baby Showers, Community Ambassador meetings.



Director: Ricky Petty
Ricky.petty@chsfl.org



Bridges is a program of



CONTACT INFORMATION:

Bridges at Lake Park
1411 10th Street
Lake Park, FL 33403
561-881-5060

Monday-Friday: 8:30am-7pm
Evening events, activities, and appointments
available when scheduled between 5:30pm-7pm
Saturdays: 10:00am-2:00pm
Office hours may vary
based on scheduled community events.

Consent Agenda

TAB 2



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 20, 2013

Agenda Item No. *Tab 2*

Agenda Title: Regular Commission Meeting Minutes of November 6, 2013

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

Approved by Town Manager *[Signature]* Date: *11/12/13*

Shari Canada, CMC, Deputy Town Clerk
Name/Title

Originating Department: <p style="text-align: center;">Town Clerk</p>	Costs: \$ 0 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Agenda Minutes Exhibit "A" Exhibit "B" Exhibit "C" Exhibit "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>sc</i> Please initial one.

Summary Explanation/Background:

Recommended Motion: To approve the Regular Commission meeting minutes of November 6, 2013.



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, November 6, 2013, 6:30 p.m.
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Mayor
Kimberly Glas-Castro	—	Vice-Mayor
Erin T. Flaherty	—	Commissioner
Michael O'Rourke	—	Commissioner
Kathleen Rapoza	—	Commissioner
<hr style="border-top: 1px dashed black;"/>		
Dale S. Sugerman, Ph.D.	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

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

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATIONS/REPORTS

1. Distinguished Service Award in Honor of Public Works Department Employee Eddie Lee Cowart Upon his Retirement from the Town of Lake Park

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. Regular Commission Meeting Minutes of October 16, 2013

Tab 2

F. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:
None

G. PUBLIC HEARINGS – ORDINANCE ON SECOND READING:
None

H. NEW BUSINESS:

3. Resolution No. 42-11-13 to Ratify the Tentative Agreement Reached between the Town of Lake Park and the Federation of Public Employees for Fiscal Year 2013-2014 Tab 3

4. Acceptance of the Grant Agreement with the Florida Inland Navigation District for the Lake Park Harbor Marina Breakwater Project – Phase II

Tab 4

I. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

J. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, November 20, 2013



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, November 6, 2013, 6:30 PM
Town Commission Chamber, 535 Park Avenue

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, November 6, 2013 at 6:30 p.m. Present were Mayor James DuBois, Vice-Mayor Kimberly Glas-Castro, Commissioners Erin Flaherty, Michael O'Rourke and Kathleen Rapoza, Town Manager Dale S. Sugerman, Attorney Thomas Baird, and Town Clerk Vivian Mendez.

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

SPECIAL PRESENTATIONS/REPORTS

1. Distinguished Service Award in Honor of Public Works Department Employee Eddie Lee Cowart Upon his Retirement from the Town of Lake Park

Mayor DuBois presented Mr. Cowart with the Distinguished Service Award in recognition of his years of service as a Public Works Department Employee.

PUBLIC COMMENT:

Amos Metayer, 427 Crescent Circle, requested the Commission install a crosswalk at the northeast corner of Crescent Circle and Crescent Drive. He stated that the foot traffic and bicycles cross at this corner has increased. He provided photographs of the corner (see attached Exhibit "A").

Vice-Mayor Glas-Castro asked if there is a sidewalk on the northeast corner of Crescent Circle and Crescent Drive.

Mayor DuBois stated that there is a sidewalk but not a sidewalk bib for a crosswalk.

CONSENT AGENDA:

2. Regular Commission Meeting Minutes of October 16, 2013

Mayor DuBois requested that the minutes be pulled for discussion. He stated that on page nine (9) of the minutes it reads that "Mayor DuBois asked if the applicant can accept site plan submittal by March 31, 2014, a bond of \$30,000 tied to the submittal of the site plan and all the other conditions provided for in the staff report. ". He believes that the applicant answered in the affirmative, but it is not included in the minutes. He requested that the applicants response be included in the minutes.

Motion: A motion was made by Commissioner O'Rourke to approve the Meeting Minutes of October 16, 2013 as amended; Commissioner Flaherty made the second.

Vote on Motion:

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

Motion passed 5-0.

PUBLIC HEARINGS - ORDINANCES ON FIRST READING:

None

PUBLIC HEARINGS – ORDINANCES ON SECOND READING:

None

NEW BUSINESS:

- 3. Resolution No. 42-11-13 to Ratify the Tentative Agreement Reached between the Town of Lake Park and the Federation of Public Employees for Fiscal Year 2013-2014**

Town Manager Sugerman explained the item (see Attached Exhibit "B").

Motion: A motion was made by Commissioner O'Rourke to approve Resolution 42-11-13 to Ratify the Tentative Agreement reached between the Town of Lake Park and the Federation of Public Employees for Fiscal Year 2013-2014; Vice-Mayor Glas-Castro made the second.

Vote on Motion:

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

Motion passed 5-0.

- 4. Acceptance of the Grant Agreement with the Florida Inland Navigation District for the Lake Park Harbor Marina Breakwater Project - Phase II**

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

Commissioner O'Rourke asked if the original project submitted was for a concrete type breakwater that would be in an "L" shape.

Town Manager Sugerman explained that for the most part the breakwater would be in a north to south direction.

Commissioner O'Rourke asked how the project is being modified.

Town Manager Sugerman provided a depiction (Exhibit "D") and noted that they are not construction drawings. He explained that the two walls would create a "V" shape to protect the opening of the channel instead of a "bar" across the channel.

Mayor DuBois stated that he is glad to see the change in design because he thought the original design was not going to help and may have hurt the channel.

Commissioner O'Rourke asked where there "rip-rap" seawall would be installed and if it would touch the pier.

Jaime Hart, Marina Director, explained that this is a concept at this point and that it would not touch the pier and it would extend closer to the land-side.

Commissioner O'Rourke asked if staff is requesting the Commission to approve the Grant and it would commit the Town to the project if further funding is received.

Town Manager Sugerman stated "yes".

Commissioner Rapoza asked what are the odds of the Town receiving the matching from another grant source.

Marina Director Hart stated that a breakwater type project is eligible for several grants and the Town will be applying for these grants. He thinks it is 50/50 as all the grants have different criteria and scoring.

Town Manager Sugerman stated that the good news is that Town has good relationships with all the granting agencies. He stated that the Town would offer to put in 10% of the 50% matching to show the Town's commitment to the project.

Commissioner O'Rourke asked if this project will have an impact on the beaches and seawalls in the area by directing the water flow into other seawalls in the area and cause deterioration of the seawalls.

Vice-Mayor Glas-Castro stated that the determination regarding impact on the surrounding area would be part of the review done by the environmental permitting agency.

Commissioner O'Rourke asked if an environmental impact study would be done when the project reaches the permitting stage.

Vice-Mayor Glas-Castro stated “yes”.

Marina Director Hart stated that the neighboring properties would receive notification during the permitting process.

Vice-Mayor Glas-Castro asked what the next steps are if the Commission approves this item.

Town Manager Sugerman stated that the next step would be to go after the additional grant funding and then begin the process to go out for bid for the construction drawings.

Motion: A motion was made by Commissioner O’Rourke to approve acceptance of the grant from the Florida Inland Navigation District in the amount of \$249,115.00 and execute any agreements and necessary documents associated with acceptance of such funds; Commissioner Rapoza made the second.

Commissioner O’Rourke stated that this item reminded him of the Commission workshop regarding the Vision of the Town. He stated that it raised concerns on whether the Town was going about improvements to the Town in piece meal fashion. He stated that there are improvements needed in the Marina area and suggested that the Commission have a workshop to discuss all the improvement needed in the area around the Marina including zoning, the US1 corridor, and other improvement projects in the waterfront area.

Mayor DuBois stated that there was a public workshop schedule for the US1 corridor and will be rescheduled and would like to see the other items Commissioner O’Rourke has suggested be included in that workshop/meeting.

Commissioner O’Rourke believes that the waterfront area is one of the Town’s biggest assets, but there needs be a plan for the improvements to the area. He stated that it is the Commission’s job to put forward the vision for that area.

Mayor DuBois stated that the Planning Council has several studies regarding possible improvements to the Town’s waterfront area.

Vote on Motion:

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

Motion passed 5-0.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Attorney Baird had no comments.

Town Manager Sugerman had no comments.

Commissioner Rapoza congratulated the Seeds of Hope on all the work at the Community Garden. She congratulated Mr. Cowart on his years of service to the Town.

Commissioner O'Rourke stated that the Seafood Festival will be on November 9, 2013 from 11:00 am to 7:00 pm and November 10, 2013 from 10:00 am to 6:00 pm. He thanked Marina Director Hart for the Sunset Celebration and that it was an entertaining and fun event.

Commissioner Flaherty thanked all the Town staff that worked on the Sunset Celebration. He stated that the Seafood Festival is on November 9 and 10, 2013. He thanked Commissioner Rapoza for her comments regarding the Community Garden.

Vice-Mayor Glas-Castro she stated that she has been receiving questions from residents and asked Town Manager Sugerman about the voting system consultant that the Commission authorized hiring. She asked what the deadline is to place a question on the upcoming March ballot. She stated that she was advised in order to have the item on the March ballot the Ordinance would need to be on the December 18, 2013 agenda for First Reading and since the consultant is not done with his work it does not appear that the item will make the March ballot.

Attorney Baird stated he spoke with Vice-Mayor Glas-Castro and advised that he would speak with Professor Engstrom. He has spoken with Professor Engstrom and advised that Professor Engstrom is preparing to deliver a report as an expert witness in a Federal trial by Monday, November 11, 2013. However, Professor Engstrom did indicate to him that he thought it was possible to complete Phase II of the study before the end of the year. He stated that if the Commission wanted to move forward with the First Reading of the Ordinance it would have to be before the report is complete, but there is a chance the report could be completed before the Second Reading of the Ordinance.

Attorney Baird asked for the meeting dates for the hearings for the Ordinance.

Town Manager Sugerman stated that in order for the item to be on the March ballot the ballot language must be approved by two separate readings of an Ordinance and to the Palm Beach County Supervisor of Elections no later than noon, Friday, February 7, 2014. He explained that there is only one meeting in January 2014 for Second Reading and December 18, 2013 would be First Reading.

Attorney Baird stated that the Commission could also call a special meeting.

Town Manager Sugerman stated that the work that Professor Engstrom is doing may ultimately have an impact on the Town's presentation to the Department of Justice in defending the position that the Commission and citizens may want to take but he is not sure that Professor Engstrom's work will necessarily impact the language that the Commission may want to put on the ballot. He stated that the Commission may want to start thinking about the language for the ballot in order to meet the December and January meetings.

Attorney Baird stated that it is his understanding that the Commission's collective desire is to, based on the feedback received from the residents, return to a general election for the Commission with staggered Commission seats so that the electors have the ability to elect four (4) Commissioners not the current method of casting one vote. He does not think it is difficult to craft a ballot Ordinance to return to the former voting system.

Commissioner O'Rourke is concerned with the fact that there was an agreement with the Department of Justice and he is worried about crafting new language without have the Town's consultant coming up with some definitive response in regard to the issue. He thinks it would be a better plan to wait for the report from Professor Engstrom.

Mayor DuBois asked if a plan can be put into place to have the report in time to have First Reading on December 18, 2013 and Second Reading on January 15, 2014.

Attorney Baird stated that he would talk to Professor Engstrom.

Vice-Mayor Glas-Castro stated that she does not think that going back to the old system is what the Commission wants or some hybrid.

Attorney Baird suggested that the Commission have a workshop to determine what the Commission wants to do.

Mayor DuBois stated that the Veteran's Car Show is on Sunday, November 10, 2013 at Kelsey Park. He stated that the Seafood Festival is on November 9 and 10, 2013. He stated that on Monday, November 11, 2013 at 11:00 am there will be a Veteran's Day Ceremony at the memorial at Kelsey Park. He stated that Trunk or Treat was great. He stated the Harbor Freight has opened a new store at 440 Northlake Boulevard. He stated that he attended the Army Reserve Center Tour and should be finished in Spring on 2014. He congratulated the dog obedience center on Gateway on their 60-year anniversary. He stated that Edie's Corner Dedication will be on Thursday, November 14, 2013 at the Library. He stated that the Sunset Celebration was great.

ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Rapoza and seconded by Commissioner Flaherty, and by unanimous vote, the meeting adjourned at 7:23 p.m.

Mayor James DuBois

Deputy Town Clerk, Shari Canada, CMC

Town Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2013

Exhibit "A"



crosswalk



SW corner



CROSSWALK



NW corner



CROSS WALK



SE CORNER



CRESCENT DR
CRESCENT DR R

NE CORNER
need a cross
walk



Exhibit "B"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 6, 2013

Agenda Item No. *Tab 3*

Agenda Title: Resolution to Ratify the Tentative Agreement Reached between the Town of Lake Park and the Federation of Public Employees for Fiscal Year 2013-2014.

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

Approved by Town Manager *[Signature]* Date: 10/14/13

[Signature]
Name/Title HUMAN RESOURCES DIRECTOR

<p>Originating Department:</p> <p>Human Resources</p>	<p>Costs: \$ -0-</p> <p>Funding Source:</p> <p>Acct. #</p> <p><input type="checkbox"/> Finance _____</p>	<p><u>Attachments:</u></p> <p>(1) Resolution;</p> <p>(2) 2013 Collective Bargaining Negotiation Tentative Agreement;</p> <p>(3) Copy of October 15, 2013 Letter from the Federation of Public Employees; and</p> <p>(4) Collective Bargaining Agreement for the Term of October 1, 2011 to September 30, 2014</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 November 2, 2011, the Commission approved pursuant to Resolution 38-10-11 the Collective Bargaining Agreement for the term of October 1, 2011 to September 30, 2014 (the "Agreement") between the Town and the Federation of Public Employees, a Division of the National Federation of Public and Private Employees AFL-CIO (the "Union"). Such Agreement contains, at Article 25, Article 26 and Article 28 respectively, reopeners for the negotiation of insurance benefits, wages and pension benefits prior to the second and third year of the Agreement. A copy of the Agreement is attached for ease of reference.

The above three reopened articles were bargained with the Union on October 9, 2013, and a tentative agreement ("Tentative Agreement") was reached by the parties. A copy of such Tentative Agreement is attached.

On October 11, 2013, a majority of the bargaining unit members of the Union voted to ratify the Tentative Agreement. A copy of the October 15, 2013 letter from the Union documenting such ratification is also attached.

The purpose of this agenda item is ratification of the Tentative Agreement by Resolution of the Town Commission.

Recommended Motion: Approval of Resolution _____ 2013.



Exhibit "C"

Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 6, 2013

Agenda Item No. Tab 4

Agenda Title: **Acceptance of the Grant Agreement with the Florida Inland Navigation District for the Lake Park Harbor Marina Breakwater Project – Phase II**

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

Approved by Town Manager  **Date:** 10/23/13

James C. Hart/Marina Director
Name/Title

Originating Department:	Costs: \$ 249,115.00 Funding Source: Acct. #800-63000 – Town #800-83710 - FIND Settlement Funds <input checked="" type="checkbox"/> Finance <i>BKR</i>	Attachments: Grant Agreement
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <u>JH</u> Please initial one.

Summary Explanation/Background:

On March 20, 2013, the Town Commission approved Resolution No. 08-03-13 to apply for a grant from the Florida Inland Navigation District (FIND) to construct a breakwater structure at the entrance of the Lake Park Harbor Marina to control boat wakes at this specific location.

Staff received notification on October 10, 2013 from FIND acknowledging approval of the grant in the amount of \$249,115.00 along with two original copies of the grant agreement for execution by the Town of Lake Park (see copy attached). The grant represents reimbursement of 50% of the cost to construct the project which is estimated to cost approximately \$498,230.00.

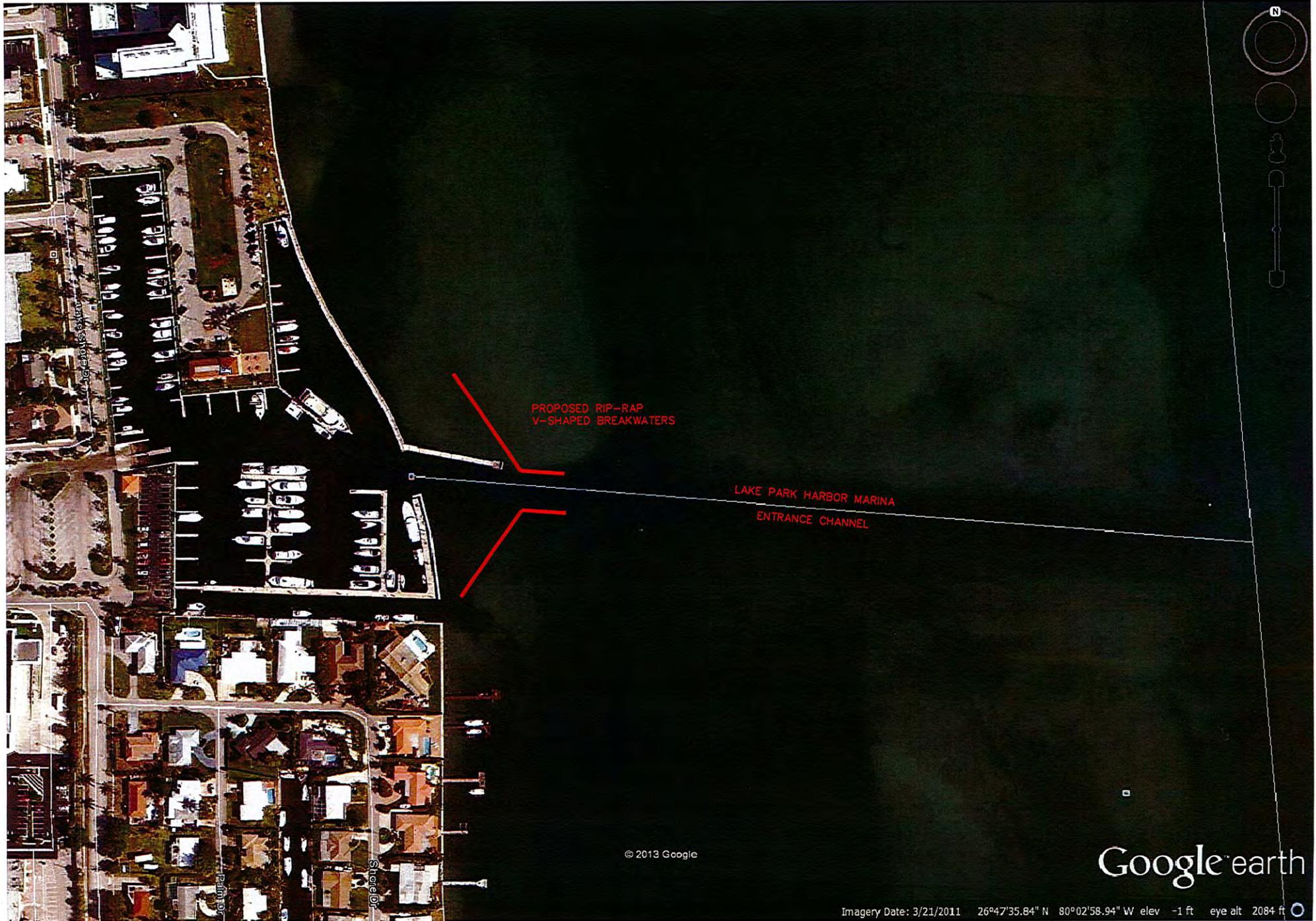
The funding source at the time of the grant was applied for, requiring a 50% local match, was designated out of settlement funds from the Marina lawsuit. However, we are pursuing other eligible grant sources to replace the settlement funds as they are now designated for improvements to the seawall/sidewalks at the Marina. Other sources of grant funding include the Florida Boating Improvement Program, Palm Beach County/Florida Boating Improvement Program, and the Florida Fish and Wildlife Conservation Committee/Boating Infrastructure Grant Program.

Staff is considering changes to the current plan that includes extending the existing breakwater across the entranceway to a "rip rap" type seawall. FIND has tentatively indicated they will agree to the proposed modifications to the plans as contemplated for the rip rap structure. This type of structure is designed to provide the maximum amount of stability to effectively control wakes based upon directional flow while also providing an environmental habitat for fish and other wildlife. The agreement specifies in paragraph 1, page 1, that "any modifications to the PROJECT'S scope of work shall require written advance notice and justification from the PROJECT SPONSOR (Town of Lake Park) and the prior written approval of FLORIDA INLAND NAVIGATION DISTRICT".

The Town has until September 1, 2015 to complete the project with submittal of all required payment reimbursement information according to the agreement. FIND may authorize an extension to the agreement for only one year, but not beyond September 30, 2016.

Recommended Motion:

I move to approve acceptance of the grant from the Florida Inland Navigation District in the amount of \$249,115.00 and execute any agreements and necessary documents associated with acceptance of such funds.



PROPOSED RIP-RAP
V-SHAPED BREAKWATERS

LAKE PARK HARBOR MARINA
ENTRANCE CHANNEL

© 2013 Google

Google earth

Imagery Date: 3/21/2011 26°47'35.84" N 80°02'58.94" W elev -1 ft eye alt 2084 ft



LAKE PARK HARBOR MARINA ENTRANCE

PREDOMINANT WAKE ACTION

Intra Coastal Waterway

BEGIN SAFE OPERATION NORTHBOUND

BEGIN IDLE SPEED SOUTHBOUND

© 2013 Google

Google earth

Imagery Date: 3/21/2011 -26°47'18.51"N, -80°02'38.75"W, elev: 0 ft eye alt: 9535 ft

TAB 3



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 20, 2013

Agenda Item No. *Tab 3*

Agenda Title: Authorizing the Mayor to Apply for Federal Fiscal Year (FFY) 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Funds from the Florida Department of Law Enforcement.

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

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

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

Originating Department: Town Manager	Costs: None Funding Source: Acct. N/A <input type="checkbox"/> Finance _____	Attachments: * Grant announcement letter from FDLE. * Enabling Resolution.
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>DSS</i></u> Please initial one.

Summary Explanation/Background:

The Florida Department of Law Enforcement (FDLE) has received an award from the United States Department of Justice (USDOJ) for FFY 2013 JAG Funds. These grant funds are distributed to units of local government based on local crime statistics reported to FDLE.

FDLE has allocated \$5,414.00 from this award to the Town of Lake Park. There is an on-line application process and this agenda item is to authorize the Mayor (with support from the Town staff) to apply for these funds.

Recommended Motion: I move to authorize the Mayor to apply for the 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) funds from FDLE in the amount of \$5,414.00.



Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

Business Support
Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, FL 32302-1489
(850) 617-1250
www.fdle.state.fl.us

Rick Scott, *Governor*
Pam Bondi, *Attorney General*
Jeff Atwater, *Chief Financial Officer*
Adam Putnam, *Commissioner of Agriculture*

October 30, 2013

The Honorable James DuBois
Mayor
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

Re: Federal Fiscal Year (FFY) 2013 Edward Byrne Memorial Justice Assistance Grant (JAG)
Program – Florida JAG Direct

Dear Mayor DuBois:

The Florida Department of Law Enforcement (FDLE) has received an award from the United States Department of Justice (USDOJ) for FFY 2013 JAG funds. These grant funds are distributed to units of local government based on local crime statistics reported to FDLE.

FDLE has allocated \$ 5,414.00 from this award for use by your agency, in accordance with the Florida JAG Direct distribution provision of Chapter 11D-9, Florida Administrative Code. Please note these funds require quarterly performance reporting along with monthly or quarterly expenditure reporting. Specific program requirements for these JAG funds and general instructions regarding the application process and a list of federal purpose areas can be found at <http://www.fdle.state.fl.us/Content/grants/jagd.aspx>. Applications that do not comply with the instructions or do not include all required information will be returned for inclusion of the missing information or will have a special condition withholding funds placed on the grant at the time of award.

Recipients must apply on-line using FDLE's grant management system, Subgrant Information Management On-Line (SIMON). Simon can be accessed at <http://simon.fdle.state.fl.us>. The Project Start and End Dates in the on-line application should reflect the period **February 1, 2014** through **June 30, 2014**.

Application completion will require an "Announcement Code" which is a security feature allowing access to the application. The Announcement Code is **JAGD1314**. Note that this Code will be activated on **October 28, 2013**. Application completion will not be possible without the announcement code. A user manual and video tutorial are available online to assist with completing this application.

The deadline for this on-line submission is **Tuesday, December 3, 2013 at 5:00 p.m.** at which time the announcement code will be deactivated.

Mayor James DuBois
October 30, 2013
Page Two

In addition to the on-line submission, recipients must print out the completed application and required certifications and submit two hard copies (with original signatures) to:

Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308

The deadline for this hard copy submission is **Friday, December 20, 2013.**

The Department does not discriminate, and prohibits subgrant recipients from discriminating, on the basis of race, color, religion, national origin, sex, disability, or age in the delivery of services or benefits or in employment.

I would also like to notify you of significant changes occurring within FDLE's Office of Criminal Justice Grants (OCJG). As you may be aware, Mr. Clayton Wilder recently retired as Administrator of OCJG after 43 years of dedicated service to the State of Florida. OCJG has also recently filled additional key vacancies due to other member retirements and promotions. We appreciate your understanding and patience as we complete this transition, and look forward to working with you to complete awarded projects with Byrne/JAG federal funding. Please contact me or Planning Manager Annamarie Whatley at (850) 617-1250 if you have any questions or we can be of further assistance.

Sincerely,



Petrina Tuttle Herring
Administrator

PTH/as

cc: Local Law Enforcement Agency

RESOLUTION NO. 43-11-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AUTHORIZING THE MAYOR TO SUBMIT A GRANT APPLICATION FOR THE FEDERAL FISCAL YEAR 2013 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM FLORIDA JAG DIRECT.

WHEREAS, The Town of Lake Park 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, the Town desires to implement strategies that will prevent crime and criminal activity in the community, and

WHEREAS, the Florida Department of Law Enforcement has received an award from the United State Department of Justice (USDOJ) to allocate \$5,414 to the Town for use in crime prevention and amelioration, and

WHEREAS, the purpose area for the use of the funds will be within the planning, evaluation, and technology improvement program, and

WHEREAS, the use of security cameras in the Town meets both the strategic needs of the community and the funding proposal guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Town Commission of the Town of Lake Park, Florida.

SECTION 1. The Town Commission hereby authorizes the submission of the grant application to the US Department of Justice.

SECTION 2. The Mayor is authorized to sign the grant agreement.

SECTION 3. This Resolution shall take effect immediately upon its adoption.

New Business

TAB 4



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: November 20, 2013

Agenda Item No. Tab 4

Agenda Title: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING THE TOWN'S PERMIT FEE SCHEDULE BY ADDING ADDITIONAL PERMIT-RELATED AND ADMINISTRATIVE-RELATED FEES.

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

- CONSENT AGENDA
- OLD BUSINESS

Approved by Town Manager *DSS* Date: 11/8/13

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

Originating Department: Community Development	Costs: \$ 0 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: → Resolution <u>44</u> -11-13 → Copy of Resolution 33-10-12 previously updating the permit fee schedule → Copy of F.S.S. 489.503 and 553.793 New Requirements
Advertised: Date: N/A Paper: <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone ____ or Not applicable in this case <u>ND</u> Please initial one.

Summary Explanation/Background:

The Town's Code of Ordinances in Section 54-2 indicates that all permit fees shall be charged pursuant to the fee schedule established and/or amended by Resolution of the Town Commission. Over the years, this permit fee schedule has been amended several times to reflect existing operations and changing legislation. Resolution 33-10-12 is the most recent version of the fee schedule establishing these fees and it is attached.

Recently, the Community Development Department's Building Division has seen an increase both in the number of general building permit applications and in the number of building permit applications submitted for revisions to permits already issued. Staff believes this number will keep increasing given this positive trend.

The number of sub-permit applications that are related to master permit applications for larger projects also seem to be on the rise. Generally, larger projects have higher job values resulting in additional Building Official-related fees per the Town's existing contractual agreement with Hy-Byrd.

In order to recover these additional review and administrative fees, staff is recommending that the permit fee schedule be revised to add the following fees:

Permit Revision Administrative Fee utilizing the same Permit Number.....\$50.00

- Oftentimes, a contractor or homeowner wishes to modify existing plans filed with an existing permit.

Sub-Permit Administrative Fee.....\$50.00

- Larger applications that involve various trades typically file a "Master Permit" application. All respective trades then need to apply for their own permit application. Building permit fees are determined by their respective job value however, most often the "Master Permit" will cover the entire job value, inclusive of the trades even though separate permit applications are needed for these trades. This application involves additional staff processing and review time and should be charged a standalone fee.

Plan Review Contractual Surcharge:

Permit Applications with Job Values \$300,000.00 to \$400,000.00.....\$250.00

Permit Applications with Job Values over \$400,000.00.....\$1.25/thousand or fraction thereof

- While the Town's contract with Hy-Byrd (*which provides Building Official services*) indicates that these additional review fees are borne by the Applicant, it is important that these fees also appear on the Town's permit fee schedule for consistency and clarity.

Holiday/Weekend Inspections (minimum 3-hour charge) and additional Building Official/Inspector Services.....\$65/hour

- Several holiday inspection requests have been submitted over the past few weeks. While the Town's contract with Hy-Byrd allows the Town to recover these additional costs, it is important that these fees also appear on the Town's permit fee schedule for consistency and clarity.

Finally, Florida State Statute 489.503 and 553.793 were recently modified to limit the permit review fee for one and two-family alarm system permits to \$55. While the Town can continue utilizing its general fee schedule for alarm system permits until January 1, 2015 per the Statutes, staff is proposing to proactively modify the permit fee schedule to include the following:

Low-Voltage alarm system permit for one and two-family homes.....\$55.00

Recommended Motion: I MOVE TO APPROVE RESOLUTION 44-11-2013.

RESOLUTION NO. 4411-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING RESOLUTION 33-10-12 WHICH PREVIOUSLY ESTABLISHED THE TOWN'S PERMIT FEE SCHEDULE TO ADD CERTAIN FEES RELATED TO BUILDING PERMITS; PROVIDING FOR THE REPEAL OF RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park ("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, the Florida Legislature has enacted a uniform Florida Building Code (FBC) which is applied by all local governments; and

WHEREAS, in accordance with the Legislature's statutory directive, the Town has incorporated the FBC into Chapter 54 of the Town Code; and

WHEREAS, the Town Commission has previously established, by Resolution 33-10-12, a schedule of fees ("Fee Schedule") for the cost of building and sign permits to be issued by the Town; and

WHEREAS, the FBC became effective on March 15, 2012; and

WHEREAS, the Town has contracted with a private company who has assigned an individual to serve as the Town's Building Official and to provide services through a contractual agreement; and

WHEREAS, the Town sometimes incurs additional building official fees for certain high-value permit applications or off-hour inspections and services; and

WHEREAS, additional administrative time may also be required for permit revision applications and sub-permit applications; and

WHEREAS, §§489.503 and 553.793, Florida Statute was modified to include new statutory requirements for low-voltage alarm system permits for one and two-family homes; and

WHEREAS, the Town staff recommends that the fee schedule previously established by the Town Commission, be amended to include permit fees associated with the review of low-voltage alarm system permits.

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 Permit Fee Schedule is hereby amended to read as follows:

BUILDING PERMIT FEES

The Permit Fee Schedule shall be based on total valuation as follows:

Minimum Permit Fee up to \$ 2,499.00 in value	\$60.00
\$ 2,500.00 - \$ 99,999.00	\$60.00 PLUS - 2.0 %
\$ 100,000.00 - \$ 999,999.00	\$60.00 PLUS - 1.5 %
\$ 1,000,000 and up.....	\$60.00 PLUS -1.25 %
<u>Low-Voltage alarm system permit for one and two-family homes.....</u>	<u>\$55.00</u>

ADDITIONAL FEES

<u>Permit Revision Administrative Fee utilizing the same Permit Number.....</u>	<u>\$50.00</u>
<u>Sub-Permit Administrative Fee.....</u>	<u>\$50.00</u>

Plan Review Contractual Surcharge:

<u>Permit Applications with Job Values \$300,000.00 to \$400,000.00....</u>	<u>\$250.00</u>
<u>Permit Applications with Job Values over \$400,000.00.....</u>	<u>\$1.25/thousand or fraction thereof</u>

<u>Holiday/Weekend Inspections (minimum 3-hour charge) and additional Building Official/Inspector Services.....</u>	<u>\$65/hour</u>
---	------------------

PENALTIES

Any person who commences any work on a building or structure where a building or sign permit is required, who has not obtained the prior written approval from the Town’s Building Official, or has not obtained the required building or sign permit shall be subject to the assessment of a penalty of two times (2Xs) the required permit fees listed herein, in addition to the regular permit fees.

MOVING PERMIT FEES:

For the moving of any building or structure exceeding 500 Sq Ft
the Permit Fee shall be:.....\$500.00

DEMOLITION PERMIT FEES:

For the demolition of any building or structure exceeding 500 sq ft the Permit Fee
shall be: \$200.00 for the first 500 sq feet with the remainder @ \$1.00 / 500 sq ft

RE-INSPECTION FEES:

For the first re-inspection..... \$50.00
For second and subsequent re-inspections.....\$75.00

CONTRACTOR REGISTRATION FEES:

With Palm Beach County registration with a “W” designation.....\$2.00
All Other Contractors.....\$10.00

SIGN PERMIT FEES:

Minimum Permit Fee up to \$ 3,000.00 in value\$100.00
\$ 3,000.00 and up in value\$200.00
Window Signage (per store window
frontage).....\$50.00

RESOLUTION NO. 33-10-12

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AMENDING THE TOWN'S PERMIT FEE SCHEDULE PERTAINING TO PENALTY FEES FOR THE FAILURE TO OBTAIN A BUILDING OR SIGN PERMIT; PROVIDING FOR THE REPEAL OF RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park ("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, the Florida Legislature has enacted the Florida Building Code (FBC) which is to be applied by local governments throughout the state.; and

WHEREAS, in accordance with the Legislature's statutory directive, the Town has incorporated the FBC into Chapter 54 of the Town Code; and

WHEREAS, the Town Commission has established, by Resolution, a schedule of fees ("Fee Schedule") for the cost of building and sign permits to be issued by the Town; and

WHEREAS, the FBC has been amended and became effective on March 15, 2012; and

WHEREAS, in order to implement the amendments to the FBC, Chapter 54, Section 54-8 (105.12 and 109.4) of the Town Code, the Town staff recommends including a penalty which shall apply when work, which is required to obtain a Town building permit, commences before the property owner or contractor obtains the necessary permits; and

WHEREAS, the Town staff recommends that the Fee Schedule set forth herein, be amended to include additional penalty fees to be charged for work that is commenced without the issuance of a building or sign permit.

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 Permit Fee Schedule is hereby amended to read as follows:

BUILDING PERMIT FEES:

The Permit Fee Schedule shall be based on total valuation as follows:

Minimum Permit Fee up to \$ 2,499.00 in value	\$60.00
\$ 2,500.00 - \$ 99,999.00	\$60.00 PLUS - 2.0 %
\$ 100,000.00 - \$ 999,999.00	\$60.00 PLUS - 1.5 %
\$ 1,000,000 and up.....	\$60.00 PLUS -1.25 %

PENALTIES

Any person who commences any work on a building or structure where a building or sign permit is required, who has not obtained the prior written approval from the Town's Building Official, or has not obtained the required building or sign permit shall be subject to the assessment of a penalty of two times (2Xs) the required permit fees listed herein, in addition to the regular permit fees.

MOVING PERMIT FEES:

For the moving of any building or structure exceeding 500 Sq Ft
the Permit Fee shall be:.....\$500.00

DEMOLITION PERMIT FEES:

For the demolition of any building or structure exceeding 500 sq ft the Permit Fee
shall be:\$200.00 for the first 500 sq feet with the remainder @ \$1.00 / 500 sq ft

RE-INSPECTION FEES:

For the first re-inspection..... \$50.00
For second and subsequent re-inspections.....\$75.00

CONTRACTOR REGISTRATION FEES:

With Palm Beach County registration with a "W" designation.....\$2.00
All Other Contractors.....\$10.00

SIGN PERMIT FEES:

Minimum Permit Fee up to \$ 3,000.00 in value\$100.00
\$ 3,000.00 and up in value\$200.00
Window Signage (per store window frontage).....\$50.00

Section 3. Repeal of laws in conflict. All Resolutions or parts of Resolutions in conflict with this Resolution are hereby repealed to the extent of the conflict.

Section 4. Effective date. This Resolution shall take effect immediately upon adoption.

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

	AYE	NAY
MAYOR JAMES DUBOIS	<u>/</u>	—
VICE-MAYOR KENDALL RUMSEY	<u>/</u>	—
COMMISSIONER STEVEN HOCKMAN	<u>/</u>	—
COMMISSIONER JEANINE LONGTIN	—	<u>/</u>
COMMISSIONER TIM STEVENS	<u>/</u>	—

The Town Commission thereupon declared the foregoing Resolution NO. 33-10-12 duly passed and adopted this 7 day of November, 2012.

TOWN OF LAKE PARK, FLORIDA

BY: [Signature]
JAMES DUBOIS
MAYOR

ATTEST:

[Signature]
VIVIAN LEMLEY
TOWN CLERK



Approved as to form and legal sufficiency:

BY: [Signature]
THOMAS J. BAIRD
TOWN ATTORNEY

EFFECTIVE DATE – October 1, 2013

NEW STATUTORY REQUIREMENTS – s.489.503, s.553.793,

1. Applies in jurisdictions that require a permit for low voltage alarm system installations
2. The new permitting process is intended to apply only to one and two family homes. The actual bill language limits the process to systems installed in a building that would not require a plan review. Commercial fire alarm systems are excluded from using this process. Any installation that would require plan review, such as a project that may involve potential penetration of fire resistance rated assemblies (Such as those found in commercial and multi-family buildings) are excluded from using this process.
2. The process allows a low voltage alarm or electrical contractor to pre-purchase one or more low-voltage alarm labels (permits) without providing any site specific information. The pre-purchase of a low-voltage alarm permit includes a permit label, which is not defined in the statute. The permit label is essentially the same as the job card used by most jurisdictions. Permit labels can only be used in the jurisdiction where they are purchased, and therefore should have the jurisdiction's name printed on them. Each jurisdiction will have to decide if they will use their existing job card or create a unique document for this purpose.
3. Each permit label should be numbered for the purpose of record keeping. Unique numbering will allow the low-voltage permit label to be associated with a permit that may eventually be created for a low-voltage alarm system project
4. The contractor is required to post the permit label (job card) in a conspicuous place on the premises before commencing work
5. A permit label is valid for one year. Make sure an expiration date is printed on the permit label.
6. A permit label is not required to be self-adhesive (The contractor can simply tape the permit label to a window on the front of the house)
7. The contractor is required to notify the jurisdiction within 14 days of completing an alarm project, by submitting a completed new form named "Uniform Notice of a Low-Voltage Alarm System Project".
8. The alarm contractor is responsible for scheduling a final inspection. Code violations must be corrected by the contractor. An inspection allowed but it is not required
9. A jurisdiction can sanction any contractor that fails to notify the jurisdiction of an alarm system installation.
10. Permit fees are as follows:
 - a) Not more than \$55.00, when the jurisdiction charged not more than \$55.00 as of January 1, 2013
 - b) When a jurisdiction charged between \$55.00 and \$175.00 as of January 1, 2013, it may continue to charge the same amount until January 1, 2015
 - c) When a jurisdiction charged more than \$175.00 as of January 1, 2013, it may charge no more than \$175.00 until January 1, 2015
 - d) As of January 1, 2015 a low voltage alarm permit fee may not exceed \$55.00 for all jurisdictions
11. Permit fees are not refundable. When a permit label is not used within
12. This permit process only applies to low-voltage alarm system installations. When a power outlet or any other electrical system modification is required, a regular electrical permit must be obtained by an electrical contractor.