



AGENDA

Lake Park Town Commission
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, December 4, 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
.....		
Dale S. Sugerman, Ph.D.	—	Town Manager
Thomas J. Baird, Esq.	—	Town Attorney
Vivian Mendez, CMC	—	Town Clerk

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

A. **CALL TO ORDER/ROLL CALL**

B. **PLEDGE OF ALLEGIANCE**

C. **SPECIAL PRESENTATIONS/REPORTS**

None

D. **PUBLIC COMMENT:**

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

E. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by **one** motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and **considered in its normal sequence on the Agenda.** Any person wishing to speak on an Agenda item is asked

to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

1. Regular Commission Meeting Minutes of November 20, 2013 Tab 1
 2. Resolution No. 45-12-13 Approving the Supervisor of Elections Agreement for Vote Processing Equipment Use and Election Services for the Mayoral Election Scheduled for March 11, 2014 Tab 2
- F. PUBLIC HEARINGS - ORDINANCE ON FIRST READING:
3. Ordinance No. 16-2013 Staff Initiated Request to Provide More Flexibility to the Special Event Signage Requirements in Section 70-103 (3)(E) of the Town of Lake Park Code Tab 3
 4. Ordinance No. 17-2013 Staff Initiated Request to Update the Capital Improvement Schedule in the Town's Comprehensive Plan Capital Improvement Element. Tab 4
- G. PUBLIC HEARINGS – ORDINANCE ON SECOND READING:
None
- H. NEW BUSINESS:
5. Resolution No. 46-12-13 Authorizing the Mayor to Execute a Dockage Agreement to Lease Slips to Freedom Adventures, LLC (dba Freedom Boat Club) at Lake Park Harbor Marina Tab 5
 6. Resolution No. 47-12-13 Authorizing the Mayor to Execute an Agreement with BJSF, Inc. (dba Tommy Hutton Baseball Academy) for the use of the 7th Street Baseball Fields. Tab 6
- I. TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:
- J. ADJOURNMENT

Next Scheduled Regular Commission Meeting will be held on Wednesday, December 18, 2013

Consent Agenda

TAB 1



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 4, 2013

Agenda Item No. *Tab 1*

Agenda Title: Regular Commission Meeting Minutes of November 20, 2013

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

Approved by Town Manager *[Signature]* **Date:** *11/26/13*

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 20, 2013.



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
.....		
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



Minutes
Town of Lake Park, Florida
Regular Commission Meeting
Wednesday, November 20, 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 20, 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.

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

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.**

Ricky Petty and John Bartosek, made a presentation regarding the programs and services offered at the Bridge at Lake Park and the Children's Services Council of Palm Beach County. Mr. Bartosek provided the Commission with brochures regarding services and programs offered (see attached Exhibit "A"). Danalda Andieda stated that she has two children and utilized the services and programs offered by Bridges at Lake Park. She explained how the program has helped her family and encouraged others to support the program.

The Commission thanked Mr. Bartosek and Mr. Petty for their presentation and all the work they do in Lake Park.

Commissioner O'Rourke asked if the Children's Services Council of Palm Beach County will be continuing to support the Bridges program.

Mr. Bartosek stated that the Bridges program is a continuation of Children's Services Council of Palm Beach County efforts in the area called "Place Based Services" and that Bridges is a neighborhood resource center. He stated that the Bridges program is a keystone to the goals of the Children's Council.

Mayor DuBois stated that the partnering between Bridges, Friends of the Library, Kiwanis and the Literacy Coalition has been beneficial to the community. He stated that services offered by Bridges at Lake Park are vital to the Lake Park community.

PUBLIC COMMENT:

Cary Haerlin, 1194 Old Dixie Highway, stated that AJ Squared Security Academy would be having a ribbon cutting ceremony and grand opening of their training facility on Tuesday, December 3, 2013.

CONSENT AGENDA:

Commissioner O'Rourke requested that the Regular Commission Meeting Minutes of November 6, 2013 and Resolution 43-11-13 be pulled from the Consent Agenda.

2. Regular Commission Meeting Minutes of November 6, 2013

Commissioner O'Rourke asked about the comments in the minutes from Vice-Mayor Glas-Castro regarding the voting method and questioned whether the way it was stated in the minutes correctly captured her comments.

Vice-Mayor Glas-Castro clarified that the minutes did accurately reflect her comments.

Motion: A motion was made by Commissioner O'Rourke to approve the Meeting Minutes of November 6, 2013; 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.

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

Commissioner O'Rourke asked if the report requirements of the grant would be burdensome to Town staff.

Town Manager Sugerman stated that the reporting requirements are burdensome but they will be an expense against in-kind services and the Town would not be paying money out to meet the reporting requirements it will just take staff time to comply with the requirements.

Commissioner O'Rourke stated that it seems that one of the objectives of the grant is to go toward security cameras.

Town Manager Sugerman explained that the grant funds will go toward enhanced security in the community.

Mayor DuBois asked if the Town has applied for and received this grant in the past.

Town Manager Sugerman stated that this grant is not an application based grant but an entitlement grant based upon population, crime statistics and other factors to determine funding amount.

Mayor DuBois asked if the Town has accepted the grant in the past.

Town Manager Sugerman stated “yes”.

Mayor DuBois stated that since the Town has received the grant in the past that the expense of mobilization towards ramping up on how to report has already been accomplished.

Motion: A motion was made by Commissioner O’Rourke 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 and to approve Resolution 43-11-13; Commissioner 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.

PUBLIC HEARINGS - ORDINANCES ON FIRST READING:

None

PUBLIC HEARINGS – ORDINANCES ON SECOND READING:

None

NEW BUSINESS:

- Resolution No. 44-11-13 Amending the Town's Permit Fee Schedule by Adding Additional Permit-Related and Administrative-Related Fees**

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

Motion: A motion was made by Commissioner O’Rourke to approve Resolution 44-11-13; Commissioner Rapoza 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.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Attorney Baird stated that given this is the thanksgiving season that he is thankful for being the Town of Lake Park Attorney and wished everyone a happy and healthy holiday.

Town Manager Sugerman stated that there are two upcoming events the Sunset Celebration on November 29, 2013 from 5:00 pm to 8:00 pm at the Lake Park Harbor Marina and that the Holiday Tree Lighting Ceremony on December 6, 2013 from 6:00 pm to 8:00pm at the Town Green.

Commissioner Rapoza wished everyone a Happy Thanksgiving.

Commissioner O'Rourke stated that the Bethlehem Haitian Baptist Church will hosting a food drive (see attached Exhibit "C") and requested that the members of the church speak about the food drive.

Marie Chevelon stated that the food give-away will start at 10:30 am on November 26, 2013. She stated that turkeys will be given away and that pre-registration is required to be guaranteed a turkey or Publix gift card. She explained that pre-registration is through the food pantry. She stated that those who are not pre-registered would also be eligible to receive a turkey or gift card. She invited the Commission to attend and support the event.

Commissioner O'Rourke stated that right now they are collecting food items and encouraged those who can give to drop off any donations at the food pantry through Sunday November 24, 2013.

Commissioner O'Rourke stated that there have been several break-ins to cars at the parks and reminded everyone to be watchful and to make sure when they park their cars to hide items of value out of view. He suggested that the Commission request that the Palm Beach County Sheriff's Office walk around and patrol the area to show more police presence.

Commissioner Rapoza stated that the Citizen on Patrol (COP) patrol the area regularly and their presence is known.

Commissioner O'Rourke concurred and suggested a greater presence might be helpful. He stated that there was a article in the Palm Beach Post regarding the Palm Beach County Ethics Commission and requested clarification from Attorney Baird.

Attorney Baird explained that the lawsuit that the Town is involved in is with the Inspector General, which is a separate department. The issue in the lawsuit is whether the municipalities are required to pay a fee that the County has assessed. He stated that there is a motion for Summary Judgment set for Monday, November 25, 2013 from the municipalities

and if the motion prevails it will resolve the issue. However, there is a trial set for the January docket.

Commissioner Flaherty asked for consensus from the Commission for Public Works to move soil from the west side to the east side of the community garden.

The Commission reached consensus for Public Works to move soil from the west side to the east side of the community garden.

Commissioner Flaherty stated that the Historical Society Meeting will be on Monday, November 25, 2013 at 7:00 pm at the Evergreen House. He stated that the Library will be closing at 4:00 pm on Wednesday, November 27, 2013. He advised that the Community Garden will have a booth at the Tree Lighting Ceremony and will be selling poinsettias. He wished everyone a Happy Thanksgiving.

Vice-Mayor Glas-Castro stated that she serves on the Florida League of Cities Urban Administration Legislative Policy Committee and that one of the key issues for the Committee is Sober House Legislation. She stated that the Florida League of Cities staff would like to show more support for legislation and have come up with a letter (see Exhibit "D") for elected officials to sign individually supporting Sober House Legislation. She stated that Urban Administration Legislative Policy Committee is meeting tomorrow to finalize the committee's position statement on their priority issues. She suggested that when the Commission agendas are short to schedule Commission workshops for topics such as visioning and the Federal Highway corridor.

Commissioner O'Rourke concurred regarding workshop in conjunction with short Commission meeting agendas.

Mayor DuBois stated that he agreed but thinks it would be hard for Town staff to figure out when an agenda would be short. He stated that there is always a certain amount of staff preparation that goes into the workshops and that the preparation may not coincide with when there would be a short Commission agenda.

Commissioner Rapoza stated that she concurred as long as the workshop was focused and defined and that she would not support having a three (3) hour workshop after a short Commission meeting agenda.

Commissioner O'Rourke suggested separating the topics such as western development, waterfront development and downtown development and have short discussions on one of topics per workshop. He asked when the Federal Highway corridor meeting that was postponed is being rescheduled.

Mayor DuBois suggested that if the Commission is interested in having visioning workshops on the various topics that a quarterly workshop after a Commission meeting be scheduled for a limited amount of time. He stated by doing the workshops on a quarterly basis it provides the staff and the Commission time to prepare and saves the date for meeting notice purposes.

Town Manager Sugerman stated that the work the Commission does is very important work but that work is being done on behalf of the citizens of the Town of Lake Park staff needs to make sure that the citizens of the Town are fully aware, informed and have an opportunity to be present and participate. He stated that the Government in the Sunshine law requires that the Commission do its work in the public with formal notice in advance stating the item(s) that will be discussed. He stated that it is difficult to add a discussion or workshop to a short Commission agenda and notice the meeting. He explained that a Commissioner could bring up a topic for discussion under Commissioner Comments on the agenda and the Commission could discuss the item. The Commission would not be able to take any action but it is difficult to plan on that in advance to allow for staff to be prepared and the public be able to participate. He stated that if the Commission decided to go to a pre-announced workshop staff can be prepared and notice to the public could be provided.

Commissioner Rapoza concurred with the quarterly workshop as long as they are focused and concise and have a set time period but she thinks they should be on a night separate from regular Commission meetings.

Mayor DuBois stated that it is hard to get staff together on another night for a workshop but they would do it. He stated that the community is already use to the first and third Wednesday schedule for meetings and they can anticipate and plan for that schedule. He stated that it difficult to find a day that works for everybody.

The Commission reached consensus to have quarterly workshops in conjunction with a regular Commission meeting.

Commissioner O'Rourke stated that Sunset Celebration is taking off and asked if having the Sunset Celebration two times a month has ever been considered. He asked if the Sunset Celebration brings revenue into the Marina.

Town Manager Sugerman stated that he does not know if the Sunset Celebration generates revenue for the Marina. He stated that it is his opinion that the recent Sunset Celebration success is helping with the identification of the Marina. He stated that he attended the Marina Industry Association monthly meeting and was approached by a person he had not met before who made positive comments about the Sunset Celebration. He stated staff works hard on the Sunset Celebration and suggested that there be a few more months with just one Sunset Celebration and then reconsider whether to increase the number of times per month.

Mayor DuBois stated that the Palm Beach County League of Cities held it Legislative session roundtable meeting on November 20, 2013. He stated that he spoke to the Legislative Delegation regarding Sober Homes. He stated that the Tree Lighting Ceremony will be on December 6, 2013 and encouraged residents to attend. He stated that Willie Howard, Palm Beach Post reporter, who covers the Town will be retiring on November 22, 2013 and thanked him for his coverage of the Town. He wished everyone a Happy Thanksgiving.

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 7:52 p.m.

Mayor James DuBois

Deputy Town Clerk, Shari Canada, CMC

Town Clerk, Vivian Mendez, CMC

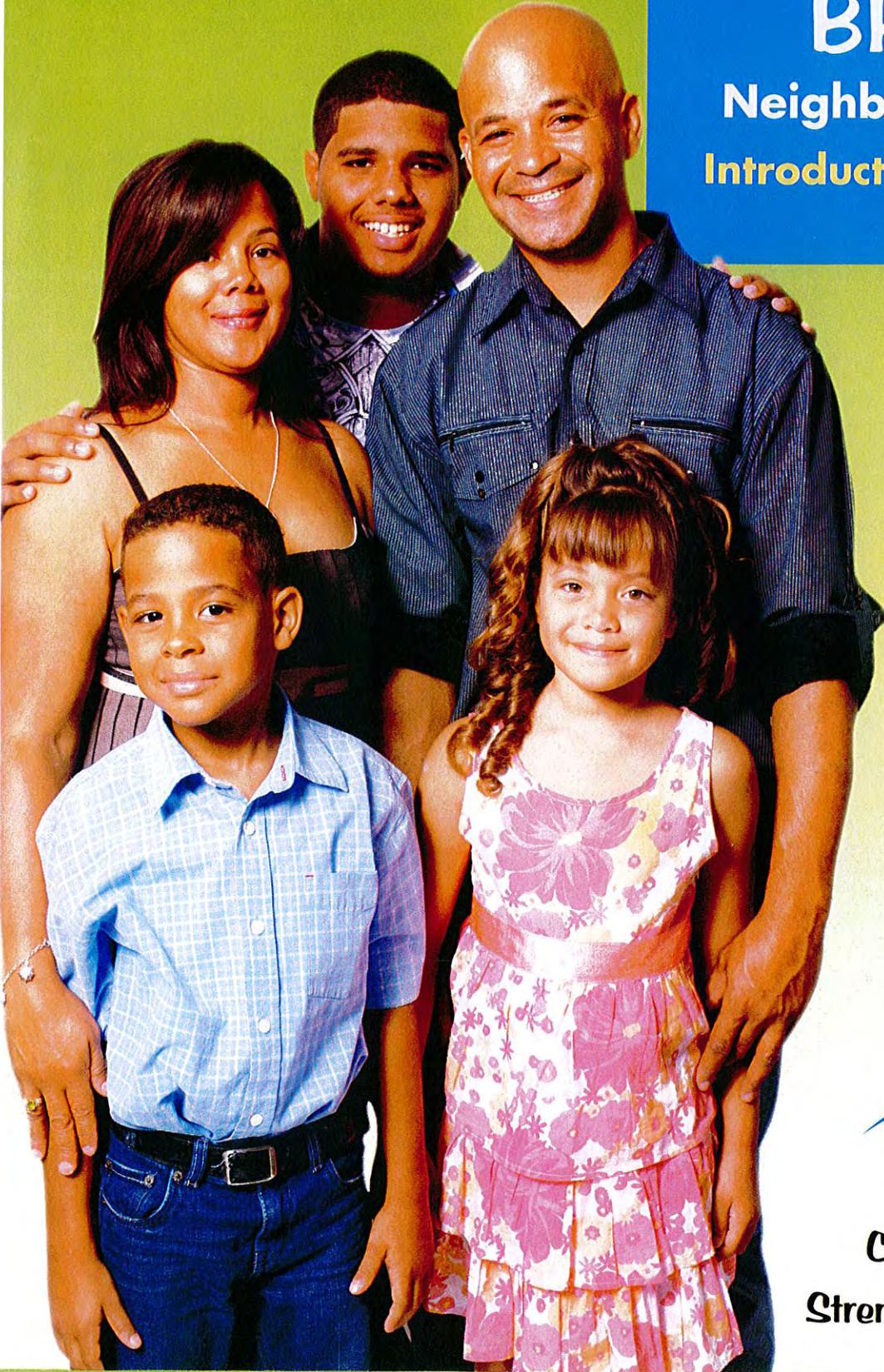
Town Seal

Approved on this _____ of _____, 2013

Exhibit "A"

BRIDGES

Neighborhood Profiles
Introduction and Summary



Connecting Families,
Strengthening Communities

 **Children's Services Council**
PALM BEACH COUNTY
Healthy. Safe. Strong.

Acknowledgments

We would like to thank Bonnie Wagner, research analyst, for her hard work and contributions to the profile report. Ms. Wagner and CSC staff have provided advice on what data to include and how to convey unique challenges and resources in each of the Bridges neighborhoods.

We also want to thank Bridges staff and other stakeholders who reviewed multiple drafts of this report to ensure the information and interpretations accurately captured the experience of the children and families living in Bridges neighborhoods. We applaud Bridges for striving to improve conditions for children in these communities through partnership and collective efforts.

To view this entire report online please visit www.cscpbcc.org/bridgesprofiles



2300 High Ridge Road

Boynton Beach, FL 33426

1-800-331-1462

www.cscpbcc.org



333 Ravenswood Avenue

Menlo Park, CA 94025

www.sri.com





Bridges Profiles Introduction

What is Bridges?

Children's Services Council (CSC) of Palm Beach County began implementing place-based initiatives in the mid-1990s in key communities those with some of the most challenging circumstances for children. Bridges, the fourth iteration, began implementation in January 2011, and had incorporated lessons from previous efforts.

Bridges seeks to cultivate cross-sectional community-wide service coordination around four goals—children are born healthy, grow up in safe and nurturing environments, enter kindergarten ready to learn, and are reading on grade level in third grade—in ten neighborhoods in the county that were identified as having significant obstacles to achieving these goals.

The neighborhoods identified for Bridges were found to be areas with multiple population-based concerns showing high rates of preterm births, low-birth-weight infants, child maltreatment reports, poor school achievement, as well as many other economic and social risk factors. Further, focus groups completed in 2009 by an independent research firm suggest that these communities may be fearful of using services and not aware of opportunities to support their children's development. ⁽¹⁾

Particular neighborhoods and office locations also were targeted because of existing resources and potential partnerships to promote positive development of children and supportive relationships with and among families. Yet, these resources alone were not enough to change the trajectory of children and families. This indicated to Children's Services Council that highly focused and well-coordinated efforts are needed in these areas that have over time, consistently had the weakest child health and well-being outcomes.

Bridges sites are working to improve birth and early childhood outcomes by:

- connecting and integrating services for families within their target area, helping to create communities that support their young children’s healthy growth and development;
- serving as a more accessible entry point, providing critical, highly focused outreach to traditionally hard-to-reach populations, and enhancing community awareness and engagement;
- establishing strategic partnerships with early childhood and family programs, and with local municipalities, community organizations, schools, churches, libraries and other nearby resources;
- providing a location where services may be offered and families can engage with each other.

Bridges sites provide activities throughout the neighborhood and community to build and strengthen the neighborhoods so they can better support young children and their families. Bridges hopes to build this capacity within neighborhoods to lead to greater sustainability and positive outcomes.

Families are asked to engage in the mission of helping ensure the health and well-being of their

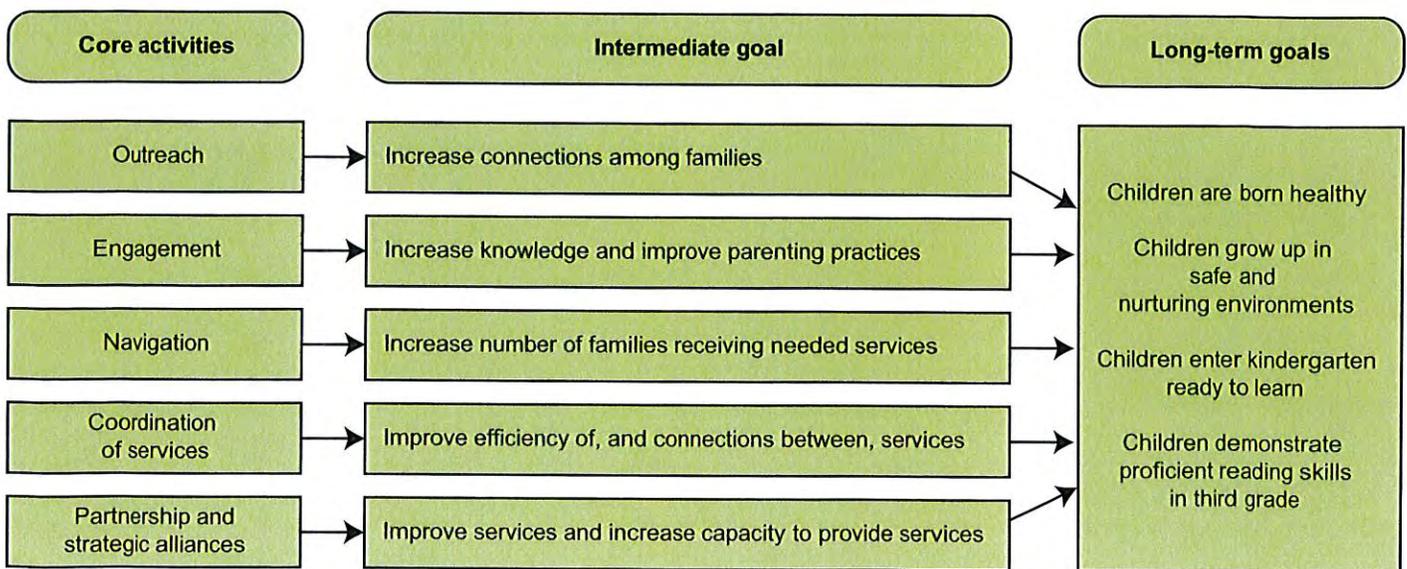
own children, as well as children and families in the neighborhood at large. This is expected to lead to ownership and increase the likelihood of achieving community-wide outcomes. Thus, when families sign up to receive services or attend activities, Bridges staff ask parents to become “members” in a “mission” rather than “clients” in a “program.”

The ten selected neighborhoods (Figure 1) are described in more detail in the individual profiles.

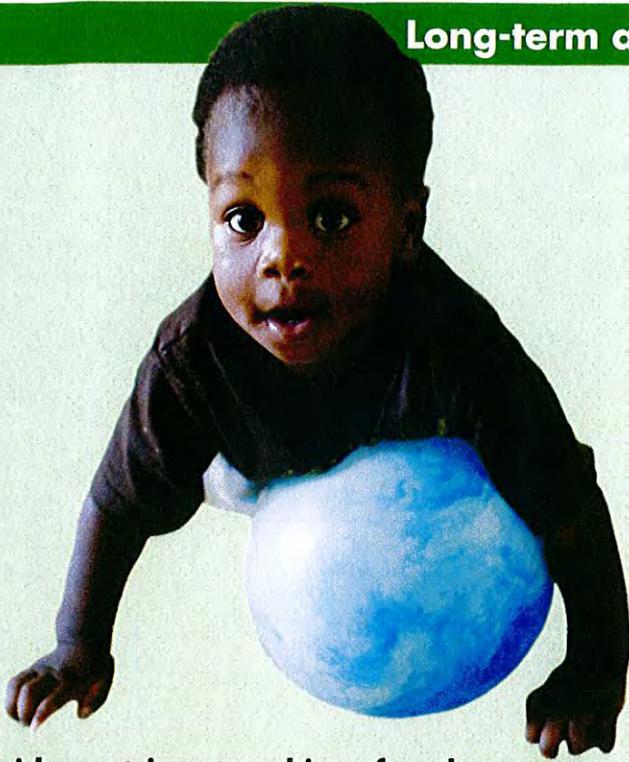
Figure 1. Bridges Sites in Palm Beach County



Figure 2. Conceptual Framework of Bridges Initiative



Long-term and Intermediate Goals



Bridges strives to achieve four long-term goals:

1. Children are born healthy.
2. Children grow up in safe and nurturing environments.
3. Children enter kindergarten ready to learn.
4. Children are reading on grade level in third grade.

Bridges sites and staff engage in five core strategies to achieve these four goals. Each of these strategies is expected to lead to an intermediate outcome that is an important component towards achieving the overarching goals (Figure 2). For example, through outreach, engagement and navigation, the Bridges intend to increase families' access to needed services in the neighborhood and surrounding areas, and to broaden social support and connections among families in the neighborhood. These two intermediate goals are in turn expected to lead to the long-term goals of healthy births, safe and nurturing environments, kindergarten readiness and reading proficiently in third grade.

Bridges engages in collaborative processes in finding layered solutions to community challenges. These processes will better transform its communities into learning communities capable of taking action to

ensure optimal health and development of children and families. A learning framework seeks to align efforts among stakeholders to foster accountability, engage and empower residents. As such, Bridges supports a whole-family, whole-neighborhood approach to change the community conditions that impact positive child health and well-being outcomes.

Positive early childhood experiences determine whether a child develops a weak or strong foundation for all future learning, behavior and health. ⁽²⁾ Bridges purposely focuses on families with young children prenatally to 8 years old to start building this foundation as early as possible in order to make the greatest long-term impact.

Bridges is a place-based community initiative that hopes to saturate targeted neighborhoods and surrounding areas with information to heighten awareness about how families can support their children and keep them healthy, safe and strong. Bridges believes that saturating a specific, manageable geographic area with promotional support and early intervention services will influence the families living there. This saturation, which is the first of the Harlem Children's Zone's core principles, puts forth that reaching 65% of the target population will create a "tipping point" where the initiative reaches a "pervasive presence" in the community, enough so that "it transforms the social environment that impacts children's development." ⁽³⁾

Bridges also targets a specific, recognized and manageable geographic boundary in order to examine changes in these areas over time through community level data. Zip codes in which the Bridges are located were too large to serve comprehensively, averaging over 9,000 households with 25,000 people. While Bridges does not turn away any families who are seeking supports and/or services, they specifically target certain census tracts as part of their strategy and as a means by which to evaluate the impact over time. Census tracts are geographic areas developed by the U.S. Census Bureau, which are smaller than zip codes and were designed for studying change in neighborhoods from one census to the next. ⁽⁴⁾ The census tracts where Bridges are located average approximately 1,300 households with 4,200 people, and could more reasonably be "saturated" with services and information.

Core Strategies

The five core strategies of Bridges are described below.

1. **Outreach** entails raising awareness, interest and involvement in the activities Bridges offers. The sites provide informal gatherings for families, including community baby showers, Fall Festivals, Easter egg hunts, father-daughter dances and block parties. Staff work to ensure hard-to-reach families fully participate in activities and services. The staff also are charged with gaining the community's trust so that families feel welcome when visiting Bridges. Bridges hopes that these activities lead to a greater sense of community, making families feel more connected with other families in their neighborhood.
2. **Engagement** activities are intended to strengthen parents' knowledge about healthy child development and increase positive parenting practices. All Bridges sites offer parent education (e.g., Triple P—Positive Parenting Program) and support activities (e.g., Ages and Stages Questionnaire (ASQs) screenings) to promote awareness about the health and well-being of children and to ensure parents have the tools and resources they need to promote their children's early development. All sites have parent coaches who work to engage families in activities that help support their children and who address parental concerns about meeting their children's needs. Child development specialists are on site to further emphasize early childhood development and positive parenting.
3. **Navigation** connects individual families with resources available in the community. A navigator meets with a parent or family to assess the family's needs, understand the resources the family already uses, and assist with connections to needed supports. Navigators are aware of the activities offered at Bridges, as well as other services in the community. Through navigation activities, Bridges staff are expected to connect families to appropriate services to address unmet needs.
4. **Coordination of services** involves Bridges staff reaching out and working with community-based organizations and businesses to increase accessibility for families. Through coordination of services, Bridges also hopes to strengthen connections with other providers to ensure families receive needed services that are high-quality and comprehensive. For example, staff co-locates, develops referral procedures, or obtains schedules of available services to share with families.
5. **Partnership and strategic** alliances serve to increase collaboration among providers so that they work as a team toward the shared goal of healthy children and families. Partnerships and alliances are expected to increase capacity, improve service effectiveness and enhance the ability to impact shared goals.



NOTE: The Ages and Stages Questionnaire (ASQs) is a parent-completed monitoring tool for child development in children 0 to 5 years old. It allows parents to see an overall view of how the child is developing compared to other children that are the same age.

Challenges and Indicators



Bridges activities occur within neighborhoods that contend with high poverty, unemployment, language barriers and social isolation. These pervasive issues contribute to the challenges in achieving positive long-term goals of the Bridges initiative.

Described below are each of the indicators used in the community profiles, how it is defined and why it is important. We focused on indicators that were most relevant for the targeted population – pregnant women, children 0 to 8 years old, and their families.

Throughout the profiles the focal census tracts will be referred to as neighborhoods, and all related neighborhood data reflects data for those particular census tracts. The data derived primarily from the following sources: (1) United States Census Bureau, (2) Florida Department of Health, (3) Palm Beach County School District, and (4) Palm Beach County Department of Children and Families. See Appendix A for a list of all indicators and the specific sources used.

Child Indicators

Low Birth Weight

Definition: Children born weighing less than 2,500 grams or 5 pounds, 8 ounces.

Significance: Not only is low birth weight a leading cause of infant mortality, but infants who survive also are at elevated risk for many long-term health conditions (e.g. hearing and vision problems, cerebral palsy) and developmental disabilities that can impair school readiness and school achievement. ^{(5), (6)}

Preterm Births

Definition: Children born before 37 weeks of gestation.

Significance: Children born preterm are at greater risk of experiencing developmental delays, hearing and vision problems, cerebral palsy and other developmental disabilities. ^{(7), (8)}

High-Risk Births

Definition: Births to women with a history of gestational or pre-pregnancy diabetes, chronic or gestational hypertension, previous preterm delivery or other previous poor birth outcome.

Significance: High-risk pregnancies are associated with an increased risk of birth complications and poor

outcomes, including preterm births, low birth weight and infant mortality. ⁽⁹⁾

Late or No Prenatal Care

Definition: Live births for which mothers reported receiving no prenatal care or care only in the third trimester of their pregnancy.

Significance: Mothers who receive late or no prenatal care are more likely to have babies with negative health outcomes (e.g., including low birth weight) and higher infant mortality. ⁽¹⁰⁾ Often, socioeconomic barriers exist to accessing prenatal care, including poverty, minority status, age less than 18 years, non-English speaking, being unmarried, and having less than a high school education. ⁽¹¹⁾

Teen Births

Definition: Live births to females under age 20.

Significance: Although the birth rate for U.S. teenagers has been consistently decreasing, births to teenagers pose several health risks to both mothers and their children. ^{(12), (13)} Teenagers are least likely to receive timely prenatal care, are more likely to smoke, and are more likely to have a low-birth-weight infant. ⁽⁷⁾

Infant Mortality Rate

Definition: The number of infants per 1,000 live births who die between birth and their first birthday.

Significance: Infant mortality rate is an important indicator of both the well-being of children and the health of communities. Mortality rates are typically higher for infants born preterm and/or low birth weight and whose mothers began prenatal care late or had none at all, smoked during pregnancy, were teenagers, and/or were living in poverty. ⁽¹⁴⁾

Child Maltreatment

Definition: Children 0 to 18 years with evidence of maltreatment (includes verified and not substantiated cases) in the Department of Children and Families investigations.

Significance: Exposure to environments of abuse and neglect can affect children's development and overall well-being. ⁽¹⁵⁾

School Readiness

Definition: Children are ready for school upon entering kindergarten as defined by their performance on the Florida Kindergarten Readiness Screener

(FLKRS) in 2010. Children are deemed ready if they are rated "consistently demonstrating or emerging/progressing" on the school readiness items and their probability of reading success score was 67% or higher.

Significance: As much as 50% of the achievement gap seen between low-income children and their more affluent peers is present at the time children enter school. ^{(16), (17)} If programs can increase children's school readiness, then they can also effectively reduce the achievement gap seen in later years. ⁽¹⁸⁾ Children who are ready for school will be more engaged early in their school years, which can have a profound effect on school achievement and school graduation rates.

Reading Proficiency in Third Grade

Definition: Children identified as reading at grade level in third grade based on the Florida Comprehensive Assessment Test (FCAT).

Significance: Children who are not reading at grade level are four times more likely to drop out of high school. ^{(19), (20)}

Family and Neighborhood Indicators

Race and Ethnicity

Definition: Individuals self-report their specific race or ethnicity.

Significance: In the United States, black women have typically been nearly twice as likely as white women to give birth to babies of low birth weight and/or preterm. ⁽⁸⁾ Hispanic and black teenagers are more likely to give birth before age 19 compared with white teenagers. ⁽⁸⁾ Black and Hispanic families are also more likely to experience poverty and unemployment, putting children at risk for poor school outcomes.

Language

Definition: Derived from census data, these include (a) residents who reported speaking a language other than English at home and (b) households in which no one 14 years old and over spoke English "very well," sometimes referred to as a linguistically isolated household.

Significance: Children who grow up in households and families with language barriers can be at a disadvantage when they start kindergarten. Children not exposed to English at home may need additional support to learn and be proficient in English. These children and their families also may experience barriers in communicating with health and other service organizations and providers. In addition, immigrant families may not be aware of resources available to them and/or may be reluctant to seek out resources for fear of being identified as undocumented even though their children are often eligible for services, especially if they were born in the United States. ⁽²¹⁾

Renter vs. Owner Occupied Households

Definition: Occupied housing units are classified as either owner or renter occupied. A housing unit is owner occupied if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. All occupied housing units that are not owner-occupied, whether they are rented or occupied without payment of rent, are classified as renter-occupied.



Significance: Home ownership is related to more neighborhood stability, including less mobility, more property maintenance, sense of community, and better social conditions in the neighborhood. ⁽²²⁾

Education, Income and Unemployment

Definition:

Education: Individuals self-report of highest level of education. Typically, communities with a large percentage of residents without a high school degree or equivalent are considered to have low levels of education.

Income: The median income across households.

Unemployment: Individuals were labeled unemployed as defined by the Bureau of Labor Statistics (i.e., individuals who were not working but were able, available and actively looking for work).

Significance: Measures of education, income and employment provide information about the community's access to resources that shape children's health and development. ⁽²³⁾ Children who have unemployed parents are at greatest risk for negative outcomes, ^{(23), (24), (25)} including worse cognitive, social and health outcomes compared with their more affluent peers. Parents with fewer resources are at higher risk for stress, poor physical and mental health, and other problems that can lead to ineffective parenting and less responsive home environments. In addition, parents with more education read to their children more often, have larger vocabularies, and have higher expectations than parents with lower levels of education. Their children, in turn, tend to have better academic and behavioral outcomes. ⁽²⁶⁾

Child and Family Socioeconomics (Poverty, Single Parenting, Food Security)

Definition:

Child Poverty: Children under 18 years old who live in families who are below the federal poverty line (e.g., the federal poverty line is approximately \$22,000 for a family of four in 2010).

Single-Parent Household: Households where there is one parent, one or more children under 18 years, and no spouse present in the home.

Food Stamps (SNAP): Households reporting receipt of food stamps in the past 12 months, which is a federally funded food assistance program for low-income households.

Enrollment in WIC (Women, Infants, and Children): Births to mothers enrolled in the WIC program at the time of birth. WIC provides states with federal grants for supplemental food, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and non-breastfeeding postpartum women and for infants and children up to age 5 at nutritional risk.

Significance: Children who live in poverty are at greatest risk for negative outcomes, ^{(23), (24), (25)} including worse cognitive, social, and health outcomes relative to their more affluent peers. Families with fewer resources, including many single-parent households, are at higher risk for stress, poor physical and mental health, and other problems that can lead to ineffective parenting and less responsive home environments. Research suggests that there is a tipping point of neighborhood poverty. When the percentage of poor families in a neighborhood reaches 20% to 30%, negative family and child outcomes increase sharply. ⁽²⁷⁾ These indicators also reflect the level of need in a community. A high percentage of households using public assistance means families are not able to meet their basic living needs without additional support. However, increases in the number of eligible pregnant women who are receiving WIC and are connected to other needed services may facilitate healthy births as well as healthy development in the first years of life and could be an indicator of greater access to information and services.

Additionally, the following descriptive data for each neighborhood is included in each profile: total population and population of children 0 to 8 years.

Neighborhood Strengths, Resources, and Partnerships

Bridges communities have resources, strengths, and protective factors they can build on to achieve positive outcomes for the children and families.

Potential resources were categorized and mapped in each of the Bridges profiles:

- **Social services and nonprofit** – includes organizations providing assistance to families with various needs, such as housing, employment, food, clothing, legal services, capacity building, etc.
- **Health and medical** – includes pediatricians, OB/GYNs, health clinics, hospitals, family planning clinics, mental health and substance abuse treatment programs.
- **Educational resources** – includes elementary, middle, and high schools, libraries, colleges, and other adult education resources.
- **Child care providers** – includes licensed home-, school-, and center-based child care and afterschool programs.
- **Churches and faith-based organizations** – includes churches and faith-based organizations.
- **Parks and other recreational facilities** – includes beaches, arts and culture, parks, athletic fields, recreation centers, museums, campgrounds, etc.

Services indicated in the profile maps were those identified in a scan of area resources using 211 online registry, 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. These maps are likely not inclusive of all area resources. For instances, resources that did not have a specific geographic location could not be mapped (i.e. mobile resources, advocacy groups). Additionally, other resources may be located just outside of the map but still be a significant resource for families in the neighborhood.

Further detail about strengths, resources and partnerships derived from Bridges staff who completed a questionnaire and follow-up interviews to describe the neighborhood and its residents and questions related to social capital, service coordination, and partnerships.

These data together— about resources, strengths, and partners in the neighborhood and surrounding area— provide insight about the unique assets and protective factors within each community.

Layout of Neighborhood Profiles

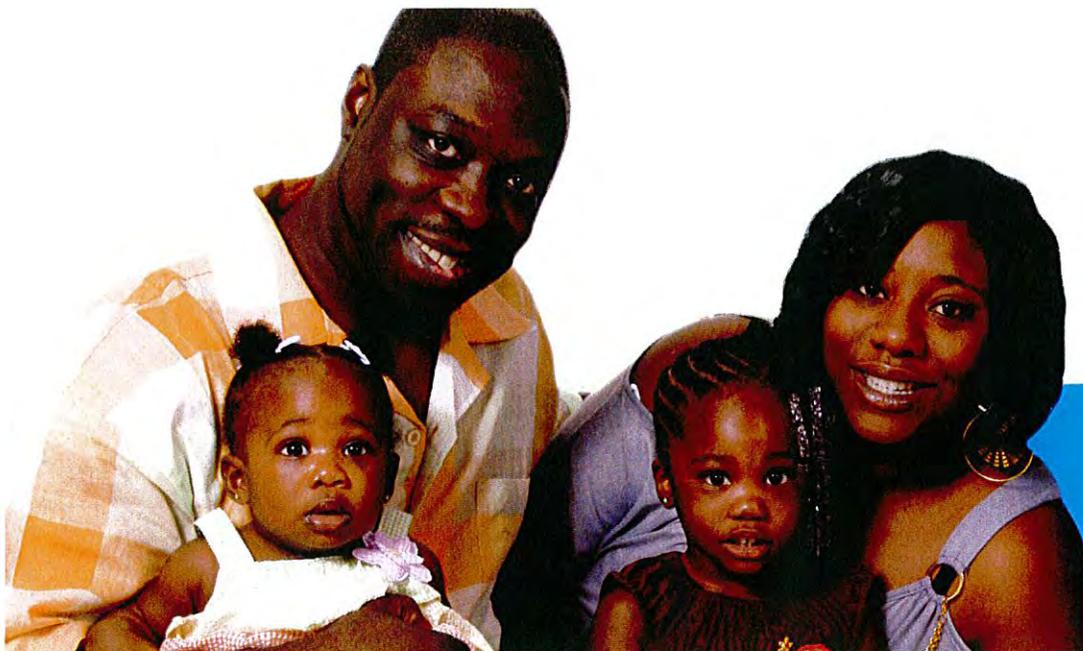
The first section of each profile provides data on how the neighborhood fared in 2010 on four goals of the Bridges initiative—children are born healthy, grow up in safe and nurturing environments, enter kindergarten ready to learn, and are reading on grade level in third grade—and is contrasted with the data for Palm Beach County overall.

The section following contains various neighborhood statistics such as race and ethnicity, language, educational attainment, housing and household composition, and other economic indicators. These data are largely derived from the U.S. Census Bureau and are specific to the neighborhood census tract(s) indicated.

The third section describes the strengths and existing resources each neighborhood has, including local partnerships, collaborative and coordinating relationships with other community-based agencies, and community resources that may serve to facilitate the neighborhoods' ability to achieve its goals.

The map in each neighborhood profile shows the census tract area where Bridges actively recruits its families. Maps also include a larger area outside the census tract to show potential nearby resources available to families living in the neighborhood. This area shown represents a one-half-mile area on all sides of the census tract(s). These resources were included to show the potential for service coordination in each neighborhood and provide examples of how Bridges has started to partner with existing community-based agencies and services.

Finally, the last section of the neighborhood profiles includes examples of activities, resources, and opportunities offered at each Bridges site. Participation rates among parents in different activities are listed. Activities include: parent-child activities, Triple P, navigation, and capacity-building or adult education. Data is provided on the number of families served, and the percent of the targeted population reached in each neighborhood.



Bridges Profiles Summary

Neighborhoods were chosen because they had the most risk factors and also because CSC believes they have strengths with which to build on, including many community resources and potential alliances and partnerships.

Each neighborhood faces unique challenges in creating the kind of change desired. Here we summarize how each neighborhood fares relative to one another and the county to provide an understanding of these unique challenges. We have

Neighborhoods Size and Demographics

The size of the census tract (neighborhood) was determined by the census bureau. Even though the size of the neighborhoods served ranges from 0.31 square miles in West Palm Beach to 6.41 square miles in Pahokee, most neighborhoods had between 4,000 and 5,000 residents. Thus, in terms of population size, they were surprisingly similar, with Lake Worth West being a notable exception. It had more than 10,000 residents in 2010. Lake Worth West also had the most children 0 to 8 years in the neighborhood ($n = 1,898$).

Palm Beach County is very culturally and ethnically diverse. Some neighborhoods are primarily black (Lake Park, Riviera Beach, Northwood, West Palm Beach, Boynton Beach, Pahokee, and Belle Glade) and some neighborhoods are primarily Hispanic and white (Lake Worth, Lake Worth West, Highland).

Neighborhoods varied in their rates of child poverty, unemployment, and use of public assistance. The median household income in 2010 ranged from a low of \$14,789 in Belle Glade to a high of \$47,931 in Lake Park (see Appendix B).

highlighted some of the more salient risk factors and challenges below. Please see Appendix B for data across all 10 neighborhoods.

We also describe each neighborhood's unique resources and strengths identified by Bridges staff and by a quick review of the greater area surrounding each neighborhood. These resources and strengths will play a significant role in the success of each neighborhood.

How are children in the neighborhoods faring on the Bridges goals?

Neighborhood fared worse on most or all of the goals of the Bridges initiative when compared with the county. Some neighborhoods showed their most significant gap to be in kindergarten readiness, whereas other neighborhoods had their most significant gaps in healthy birth indicators when compared to the county overall. Data on child maltreatment and reading on grade level was worse in all target neighborhoods compared to the county during 2010, though more significant in some neighborhoods than others.

The graphs in the pages that follow display indicators of the Bridges goals compared with the county as a whole, as well as with the other Bridges neighborhoods.

Appendix B shows the data for all the neighborhoods and the county on the key indicators that are directly associated with the four goals: healthy births, safe and nurturing environments, school readiness, and third-grade reading proficiency.

Goal 1: Children are born healthy

The infant mortality rate ranged from 4.8 in Boynton Beach to 14.4 in both Pahokee and Belle Glade. Although there can be many different causes of infant death in the first year of life, improving access to prenatal care and ensuring families obtain routine well-baby checkups can impact the infant mortality rate if changes and improvements are sustained over a long period.

Most neighborhoods had a higher percentage of preterm births in 2010 compared with Palm Beach County; approximately 18% of infants were born preterm across Bridges neighborhoods compared with 14% in the county (Figure 3). Neighborhoods with the highest percentage of preterm births were Riviera Beach (25%), Pahokee (24%), and West Palm Beach (22%).

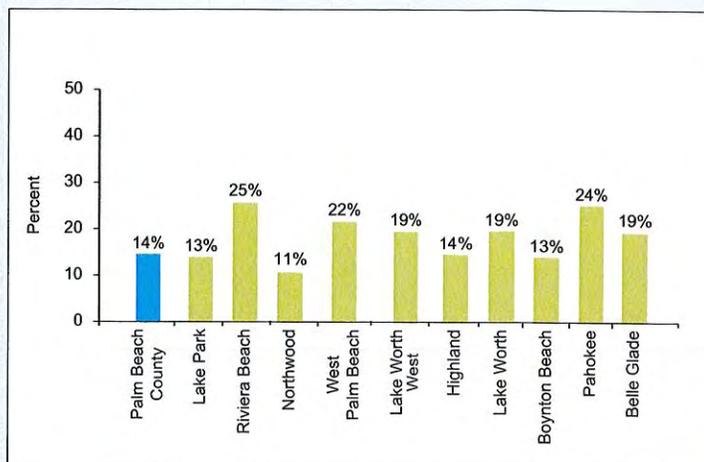
The percentage of children born low birth weight varied, with Riviera Beach and Pahokee having the highest percentage at 14%. Approximately 12% of children were born low birth weight across Bridges neighborhoods compared with 9% of children in Palm Beach County.

Access to prenatal care appears to be a concern for Highland (20%), Northwood (17%), and Boynton Beach (15%) because these neighborhoods have the highest percentages of births with late or no prenatal care in 2010 (Figure 4).

High-risk births were most prevalent in Pahokee (34%), Belle Glade (34%), and Lake Park (21%). Teen births were highest in Pahokee (25%), Riviera Beach (23%), and Belle Glade (22%), where nearly 25% of births were to women 19 years old or younger.

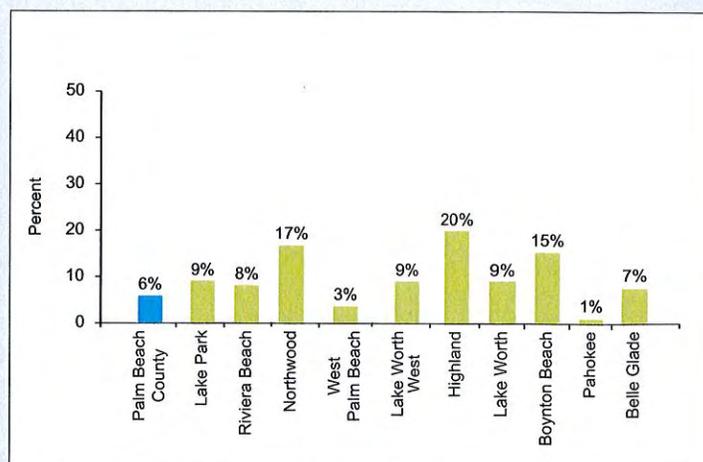
The neighborhood profiles show that all neighborhoods need to focus on increasing healthy births by increasing access to family planning and teen pregnancy prevention resources, and increasing pregnant women's access to, and use of, prenatal services and resources.

Figure 3. Preterm Births



Source: Florida Department of Health

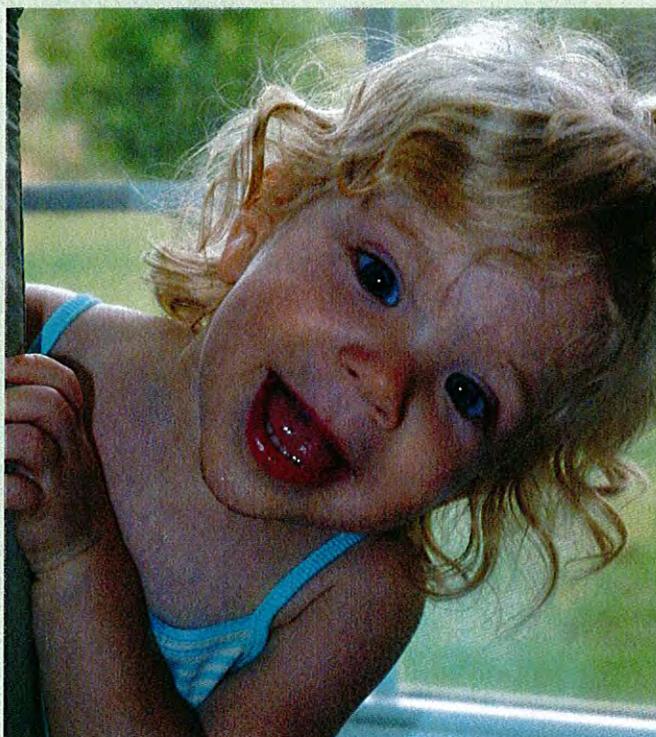
Figure 4. Late or No Prenatal Care



Source: Florida Department of Health

Goal 2: Children grow up in safe and nurturing environments

All neighborhoods had a higher rate of child maltreatment when compared with the county in 2010. In fact, five of the 10 neighborhoods (Riviera Beach, West Palm Beach, Lake Worth, Boynton Beach, and Belle Glade) had evidence of child maltreatment rates that were double or more the rate of maltreatment in the county. (Figure 5).



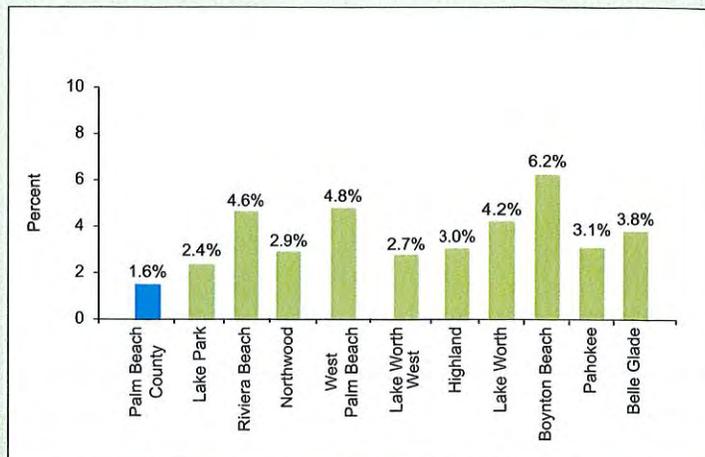
Goal 3: Children enter kindergarten ready to learn

Across Bridges neighborhoods, 38% of children were ready for kindergarten in 2010 compared with 61% in Palm Beach County. Most notably, less than one-third of the children in West Palm Beach, Highland, and Lake Worth were ready for school in 2010 (Figure 6).

Goal 4: Children are proficient readers in third grade

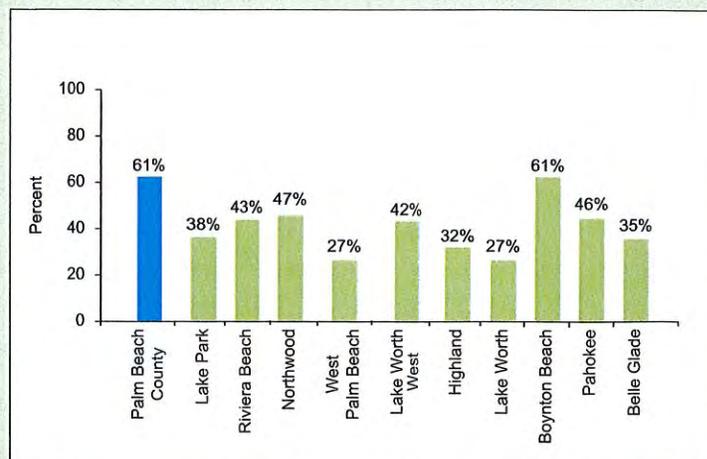
Across Bridges neighborhoods, 45% of children were reading at grade level in third grade in 2010 compared with 68% in Palm Beach County. Less than a third of the children in Lake Worth West and Belle Glade were reading at grade level in third grade. None of the neighborhoods had more than 55% reading at grade level in third grade (Figure 7).

Figure 5. Evidence of Child Maltreatment



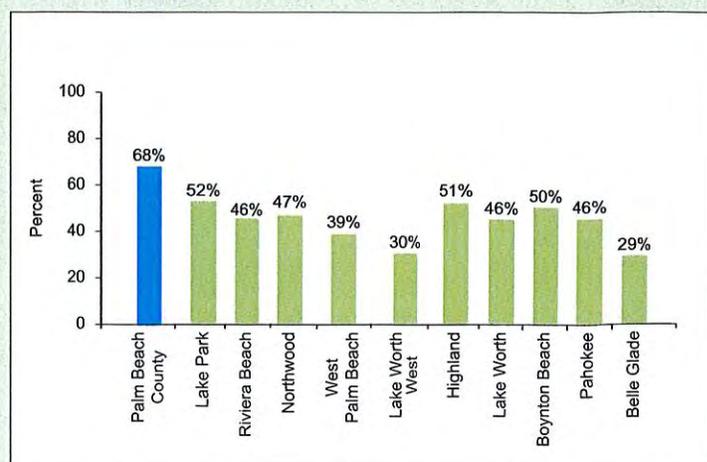
Source: Department of Children and Families in Palm Beach County. Note: Only 60% of children with evidence of maltreatment could be linked to a physical residence and geocoded to the neighborhood level.

Figure 6. School Readiness



Source: Palm Beach County School District. Note: Measured by the Florida Kindergarten Readiness Screener (FLKRS)

Figure 7. Reading at Grade Level (Third Grade)



Source: Palm Beach County School District. Note: Measured by the Florida Comprehensive Assessment Test (FCAT).

What are the strengths and resources in the Bridges neighborhoods?

Below briefly highlights the resources and strengths identified by Bridges staff and suggested by a quick review of the greater area surrounding each neighborhood.

The survey findings and observations in the neighborhood profiles reveal the following:

- All neighborhoods reported some strong partnerships and alliances, and are working to increase partnerships with existing resources as well as improve relationships with them. Some Bridges sites indicate many partnerships across nonprofit organizations, churches, government, and local elementary.
- Most Bridges site reported a strong sense of self-advocacy and empowerment in residents, or that residents are willing to work together to improve conditions in their neighborhood. This is a strength that is critical to building capacity within the neighborhood to effect sustainable change.

What family and neighborhood risk factors do children face in the neighborhoods?

Some neighborhoods have larger populations of immigrants and/or residents who do not speak English fluently. In fact, in three neighborhoods, more than half the residents reported speaking a language other than English (Lake Worth West, Highland, and Lake Worth). These neighborhoods also had the largest proportions of households in which no one 14 years old or older spoke English or spoke English “very well.”

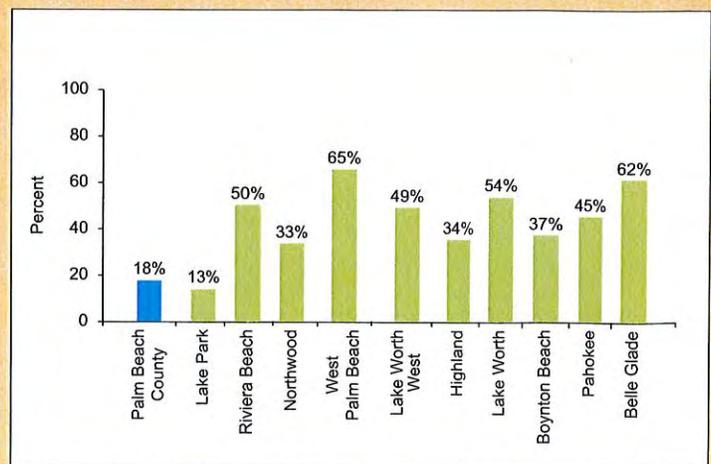
Low education levels pervade all the neighborhoods, ranging from 22% without a high school degree or equivalent in Lake Park to 43% in Lake Worth and Belle Glade. Similarly, unemployment rates ranged from 11% to 24%, with Lake Worth (24%), West Palm Beach (24%), and Belle Glade (22%) having the highest unemployment rates.

All neighborhoods have a significant percentage of families with limited resources because of single parenting or poverty. Four neighborhoods stand out as having a high percentage of families and children in need across these indicators—Riviera Beach, West Palm Beach, Lake Worth, and Belle Glade. In addition, these neighborhoods have a larger percentage of families using public

assistance, as do Pahokee and Highland. Figure 8 shows the percentage of children ages 0 to 18 living in poverty across all neighborhoods. Some research suggests that when the percentage of poor families in a neighborhood reaches 20% to 30%, negative family and child outcomes increase significantly, suggesting that all neighborhoods are at risk because of child poverty.

These data suggest that many families and children in these neighborhoods are in need of the supports that Bridges provides.

Figure 8. Children Living in Poverty



Source: Palm Beach County School District. Note: Measured by the Florida Comprehensive Assessment Test (FCAT).

How many families have participated in Bridges activities?

- More than 2,000 families with children 0–17 participated in activities at Bridges sites between June 2011 and December 2012.
- Most of the families (87%) served have children ages 0 to 8 years.
- Overall, Bridges sites have reached about 27% of the targeted population.

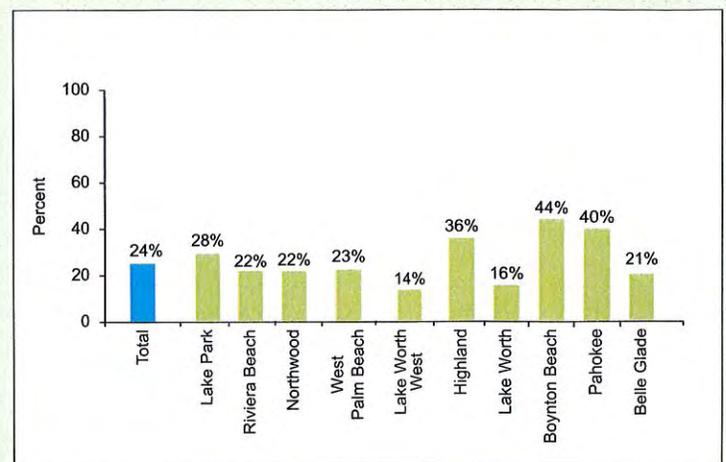
Although each neighborhood has families with unique challenges and needs, Bridges offers and connects families to activities and services that are evidence-based and were selected to make the greatest impact on families with young children. These include, but are not limited to: Triple P, Parent Child Home, Teen Outreach Program, and Nurse Family Partnership.

Of those families who participated in Bridges between June 2011 and December 2012:

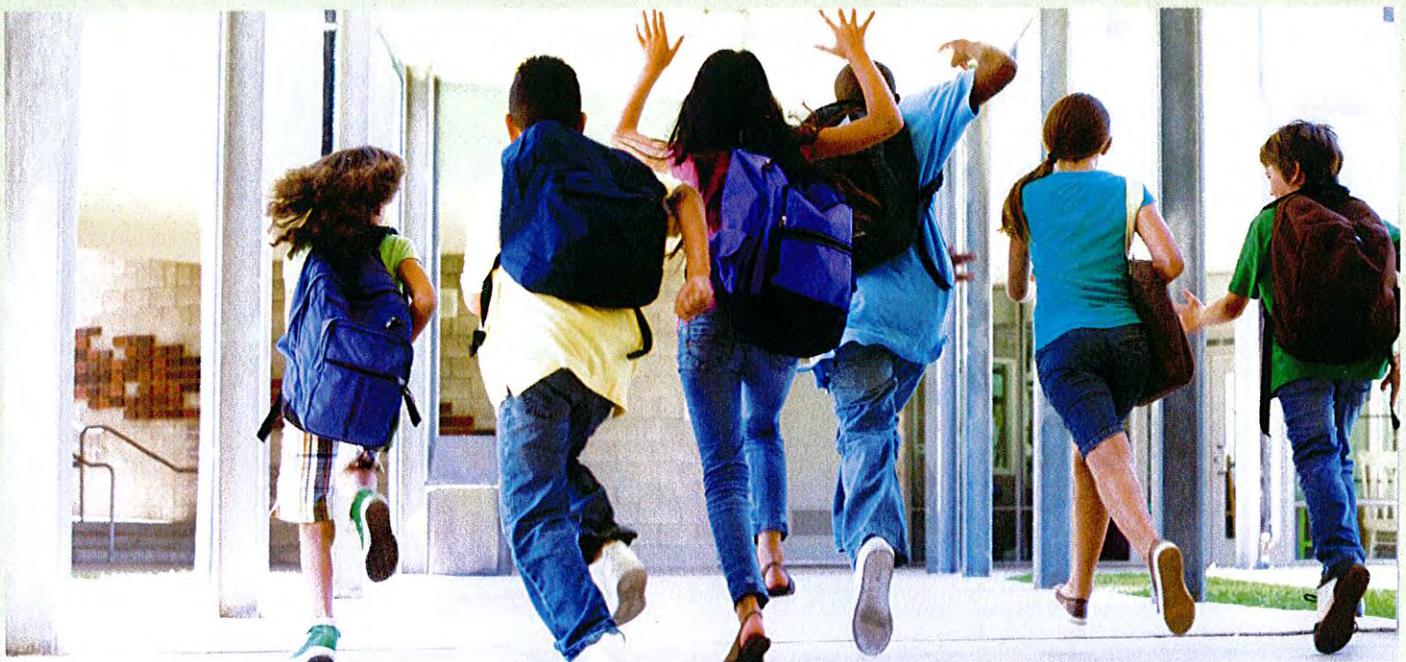
- 94% participated in navigation activities,
- 39% participated in parent-child activities,
- 27% participated in Triple P sessions, groups, or seminars
- 35% participated in capacity-building workshops or activities,
- 6% participated in family literacy or adult education programming.

The Bridges model is inspired by the Harlem Children’s Zone model of saturating a neighborhood with information and services to change the trajectories of children and families living there. To achieve this saturation, Bridges hopes to reach 65% of families with young children 0–8 living in the neighborhood to ensure children are born healthy, safe, and ready to succeed in school and life. Some neighborhoods have already been successful reaching more than one-third of the families targeted—Highland, Boynton Beach and Pahokee.

Figure 9. Percentage of Target Population Served By Bridges Sites



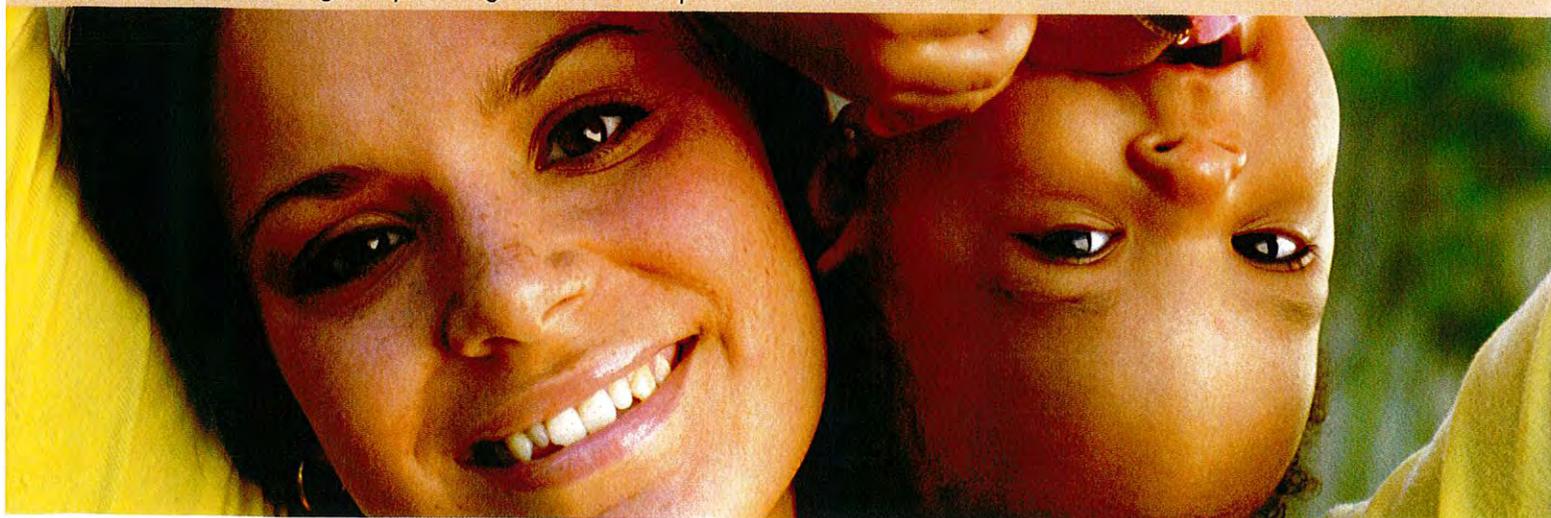
Source: Children’s Services Council



Appendix A: Data Sources for Indicators

Indicator	Source
Square miles (Land area)	Decennial, U.S. Census (2010)
Median income.....	American Community Survey, U.S. Census (2006-2010)
Ethnicity.....	American Community Survey, U.S. Census (2006-2010)
Infant mortality.....	Office of Vital Statistics (2006-2010)
Low birth weight (LBW).....	Office of Vital Statistics (2010)
Preterm births	Office of Vital Statistics (2010)
Late or no prenatal care.....	Office of Vital Statistics (2010)
High-risk pregnancy	Florida Department of Health (2010)
Teen births	Office of Vital Statistics (2010)
School readiness.....	Palm Beach County School District (FLKRS 2010)*
Reading proficient at grade level	Palm Beach County School District (FCAT 2010)
Evidence of child maltreatment.....	Department of Children and Families (Palm Beach County) (2010)
Residents who speak a language other than English	Decennial, U.S. Census (2010)
Linguistically isolated households	Decennial, U.S. Census (2010)
Educational attainment.....	American Community Survey, U.S. Census (2006-2010)
Unemployment.....	American Community Survey, U.S. Census (2006-2010)
Children living in poverty.....	American Community Survey, U.S. Census (2006-2010)
Single parent households.....	American Community Survey, U.S. Census (2006-2010)
Households receiving food stamps	American Community Survey, U.S. Census (2006-2010)
Mothers enrolled in WIC.....	Office of Vital Statistics (2010)
Mobility	Decennial, U.S. Census (2010)

*<http://www.fldoe.org/earlylearning/FLKRS2009.asp>



References

1. SRA Research Group. (2010). Bridges qualitative research synopsis. Jupiter, FL: Author.
2. Center on the Developing Child at Harvard University. (2007). A Science-Based Framework for Early Childhood Policy: Using Evidence to Improve Outcomes in Learning, Behavior, and Health for Vulnerable Children. <http://www.developingchild.harvard.edu>
3. Harlem Children's Zone. (n.d.). Whatever it takes: A white paper on the Harlem Children's Zone. Retrieved from www.hcz.org/images/stories/H CZ%20White%20Paper.pdf
4. Krieger, Nancy (2006). "A century of census tracts: Health & the body politic (1906–2006)." *Journal of Urban Health* 83 (3): 355–361. doi:10.1007/s11524-006-9040-y.
5. Reichman, N. E. (2005). Low birth weight and school readiness. *The Future of Children*, 15(1), 91-116.
6. Saigal, S. (2000). Follow-up of very low birthweight babies to adolescence. *Seminar in Neonatology*, 5, 107-118.
7. Institute of Medicine, Committee on Understanding Premature Birth and Assuring Healthy Outcomes, and Board on Health Sciences Policy. (2005). *Preterm birth: Causes, consequences, and prevention*. Washington, DC: The National Academies Press.
8. Bhutta, A. T., Cleves, M. A., Casey, P. H., Cradock, M. M., & Anand, K. J. (2002). Cognitive and behavioral outcomes of school-aged children who were born preterm: A meta-analysis. *Journal of the American Medical Association*, 288(6), 728-737.
9. Martin, J. A., Hamilton, B. E., Ventura, S. J., Osterman, M. J. K., Wilson, E. C., & Mathews, T. J. (2012). Births: Final data for 2010 (National vital statistics reports, vol. 61, no. 1). Atlanta, GA: Centers for Disease Control and Prevention. Retrieved from www.cdc.gov/nchs/data/nvsr/nvsr61/nvsr61_01.pdf
10. Singh, G. P., & Kogan, M. D. (2007). Persistent socioeconomic disparities in infant, neonatal, postneonatal mortality rates in the U.S. 1969-2001. *Pediatrics*, 119, 928-939.
11. Kiely, J. L., & Kogan, M. D. (1994). *Prenatal care*. Atlanta, GA: Centers for Disease Control and Prevention. Retrieved from <http://www.cdc.gov/reproductivehealth/ProductsPubs/DatatoAction/pdf/rhow8.pdf>
12. Perper, K., Peterson, K., & Manlove, J. (2010). *Diploma attainment among teen mothers (Fact Sheet 2010-01)*. Washington, DC: Child Trends. Retrieved from http://www.childtrends.org/Files/Child_Trends-2010_01_22_FS_DiplomaAttainment.pdf
13. Hoffman, S. D. (2008). *Kids having kids: Economic costs and social consequences of teen pregnancy*. Washington, DC: The Urban Institute Press. Retrieved from <http://www.urban.org/publications/901199.html>
14. Kochanek, K. D., Xu, J., Murphy, S. L., Minino, A. M., & Kung, H.-C. (2011). *Deaths: Final data for 2009 (National vital statistics reports, vol. 60, no. 3)*. Atlanta, GA: Centers for Disease Control and Prevention. Retrieved from http://www.cdc.gov/nchs/data/nvsr/nvsr60/nvsr60_03.pdf
15. Gunnar, M. R., Fisher, P. A., & the Early Experience, Stress, and Prevention Network. (2006). *Bringing basic research on early experience and stress neurobiology to bear on preventive interventions for neglected and maltreated children*. *Development and Psychopathology*, 18, 651-677.
16. Duncan, G. J., Dowsett, C. J., & Claessens, A. (2007). School readiness and later achievement. *Development Psychology*, 43(6), 1428-1446.
17. Lee, V. E., & Burkam, D. T. (2002). *Inequality as the starting gate: Social background differences in achievement as children begin school*. Washington, DC: Economic Policy Institute.
18. Reynolds, A. J., & Ou, S. R. (2004). Alterable predictors of child wellbeing in the Chicago longitudinal study. *Children and Youth Services Review*, 26, 1-14.
19. Lesnick, J., Goerge, R. M., Smithgall, C., & Gwynne, J. (2010). *Reading on grade level in third grade: How is it related to high school performance and college enrollment? Chicago, IL: Chapin Hall at the University of Chicago.*

20. Hernandez, D. J. (2012). Double jeopardy. How third-grade reading skills and poverty influence high school graduation. Baltimore, MD: The Annie E. Casey Foundation.
21. Hernandez, D. J. (2004). Demographic change and the life of circumstances of immigrant families. *The Future of Children*, 14(2), 19-47.
22. Rohe, W.M. and Stewart, L.S. (1996). Homeownership and neighborhood stability. *Housing Policy Debate*: 7(1). Fannie Mae Foundation.
23. Yeung, W. J., Linver, M. R., & Brooks-Gunn, J. (2002). How many matters for young children's development: Parental investment and family processes. *Child Development*, 73(6), 1861-1879.
24. Hart, B., & Risley, T. R. (1995). Meaningful differences in the everyday experience of young American children. Baltimore, MD: Paul H. Brookes.
25. Bradley, R. H., & Corwyn, R. F. (2002). Socioeconomic status and child development. *Annual Review of Psychology*, 53, 371-399. doi: 10.1146/annurev.psych.53.100901.135233
26. Dubow, E. F., Boxer, P., & Huesmann, L. R. (2009). Long-term effects of parents' education on children's educational and occupational success. *Merrill-Palmer Quarterly*, 55(3), 224-249.
27. Mather, M., & Rivers, K. L. (2006). The concentration of negative child outcomes in low-income neighborhoods. Baltimore, MD: The Annie E. Casey Foundation. Retrieved from <http://www.aecf.org/upload/publicationfiles/census.pdf>
28. Florida Historic Homes. Historic West Palm Beach. Retrieved from <http://www.floridahistorichomes.com/WPB.html>



Demographic Factors

	Palm Beach County	Lake Park	Riviera Beach	Northwood	West Palm Beach	Lake Worth West	Highland	Lake Worth	Boynton Beach	Pahokee	Belle Glade
Square miles (land area)	1,970	1.20	0.62	1.27	0.61	1.53	0.45	0.49	0.98	6.41	0.45
Population	1,320,134	6,039	4,379	4,958	3,404	10,396	4,628	4,137	3,726	4,527	3,984
Population 0 to 8	128,621	745	586	588	551	1,898	753	622	395	715	633
Median income (\$)	58,709	47,931	26,051	41,092	18,783	44,083	30,930	34,872	30,137	28,807	14,789
Race											
White (%)	74	32	1	17	6	53	51	57	28	24	8
Black (%)	18	60	96	73	90	24	20	23	68	66	87
Hispanic (%)	20	7	2	14	5	51	55	41	6	26	11

Child Indicators

Infant mortality rate (per 1,000 births)	6	6	11	9	7	6	6	10	5	14	14
Low birth weight (%)	9	10	14	12	13	10	12	6	13	14	13
Preterm births (%)	14	13	25	11	22	19	14	19	13	24	19
Late or no prenatal care (%)	6	9	8	17	3	9	20	9	15	1	7
High-risk births (%)	15	21	11	13	12	14	17	15	18	34	34
Teen births (%)	8	4	23	15	19	11	12	12	10	25	22
School readiness (%)	61	38	43	47	27	32	42	27	61	46	35
Reading proficient at third grade (%)	68	52	46	47	39	51	30	46	50	46	29
Evidence of child maltreatment (%)	1.6	2.4	4.6	2.9	4.8	2.7	3.0	4.2	6.2	3.1	3.8

Family and Neighborhood Indicators

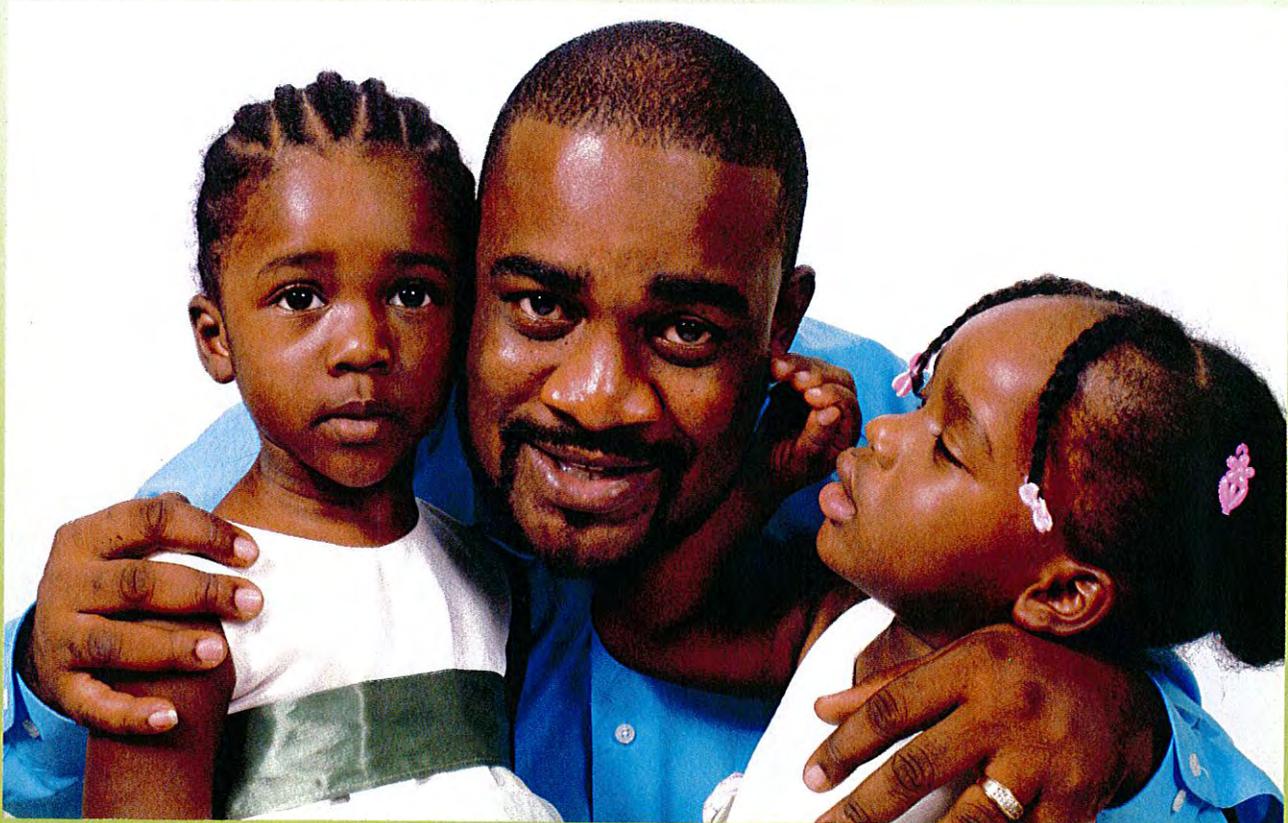
Residents who speak a language other than English at home (%)	25	41	3	15	7	60	67	57	18	18	34
Linguistically isolated households (%)	7	13	1	9	1	19	34	29	6	7	19
Less than high school education (%)	13	22	28	28	36	40	42	43	24	35	43
Unemployment (%)	9	11	17	15	24	14	11	24	18	19	22
Children living in poverty (%)	18	13	50	33	65	34	49	54	37	45	62
Single parent households (%)	37	49	68	53	83	53	53	54	57	51	68
Households receiving food stamps (%)	6	7	20	16	44	18	14	21	18	28	35
Mothers enrolled in WIC (%)	43	63	72	76	58	75	68	69	67	87	91
Mobility (%)	85	84	97	84	63	68	75	78	81	87	84
Renter-occupied households (%)	29	44	45	38	79	71	67	73	46	51	79



Connecting Families, Strengthening Communities

Interested in learning more about BRIDGES?

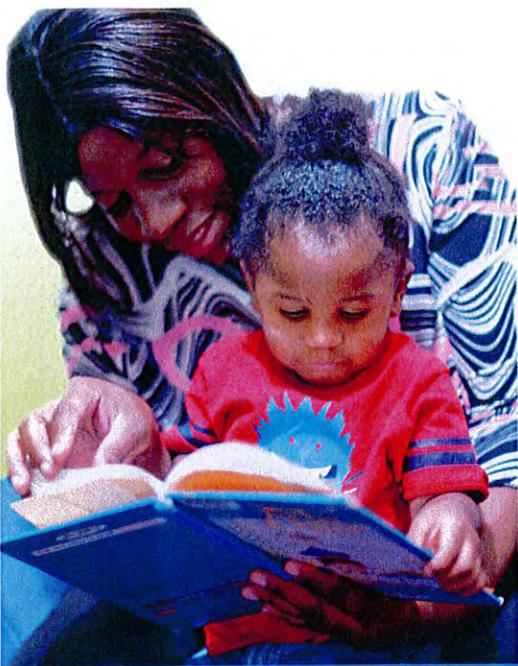
Call or visit one near you. For a list of Bridges locations, please call 561-740-7017



2300 High Ridge Road
Boynton Beach, FL 33426

1-800-331-1462

www.cscpbc.org



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).

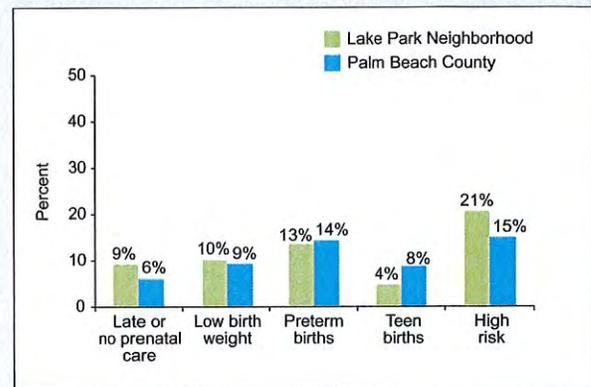
Census Tract = 11.01 Population: 6,039 Population 0–8 years: 745

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.

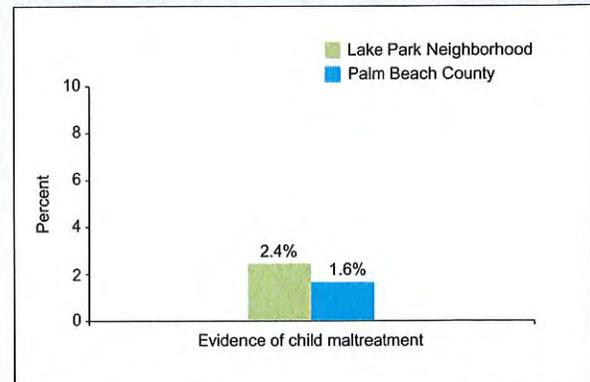
The second goal of the Bridges initiative is to make sure children are in safe and nurturing environments and remain free from abuse and neglect. Evidence of child maltreatment was higher in the Lake Park neighborhood than in the county (Figure 1-2). Data provided by the Department of Children and Families 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)



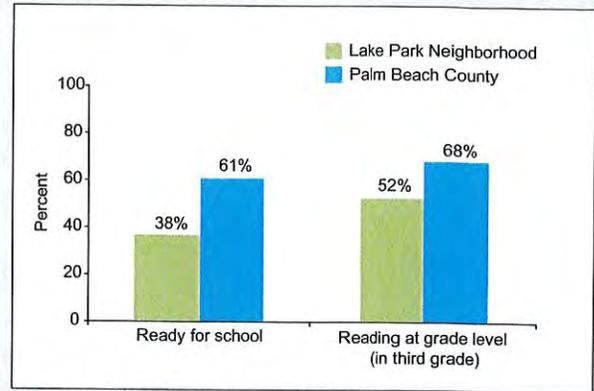
Source: Department of Children and Families in Palm Beach County. Note: Only 60% of children with evidence of maltreatment could be linked to a physical residence and geocoded to the neighborhood level.

*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)



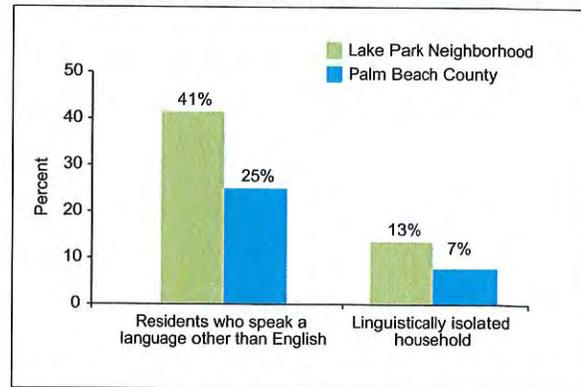
Source: Palm Beach County School District.
 Note: Measured by the Florida Kindergarten Readiness Screener (FLKRS) and the Florida Comprehensive Assessment Test (FCAT).

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.

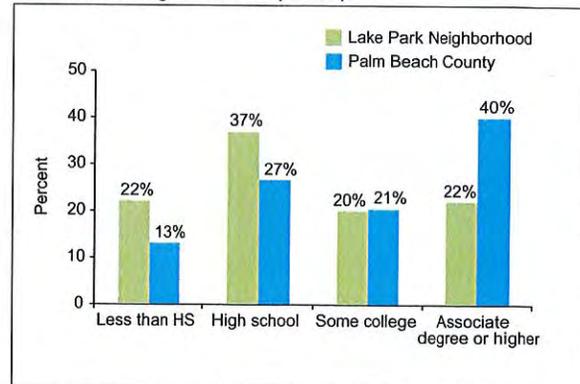
Figure 1-4. Language of Residents and Households in the Lake Park Neighborhood (2010)



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:

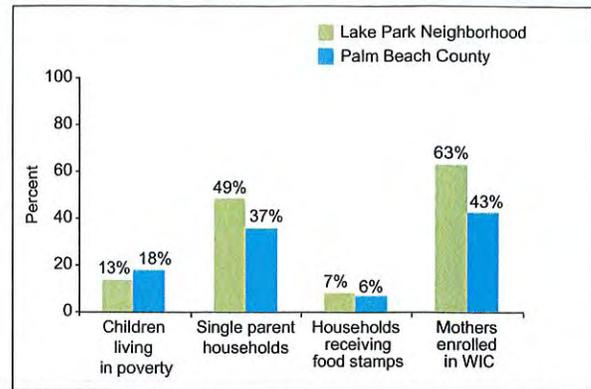
The median household income was \$47,931, compared with \$58,709 in Palm Beach County. The unemployment rate in the neighborhood was 11% compared with 9% in Palm Beach County.

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).

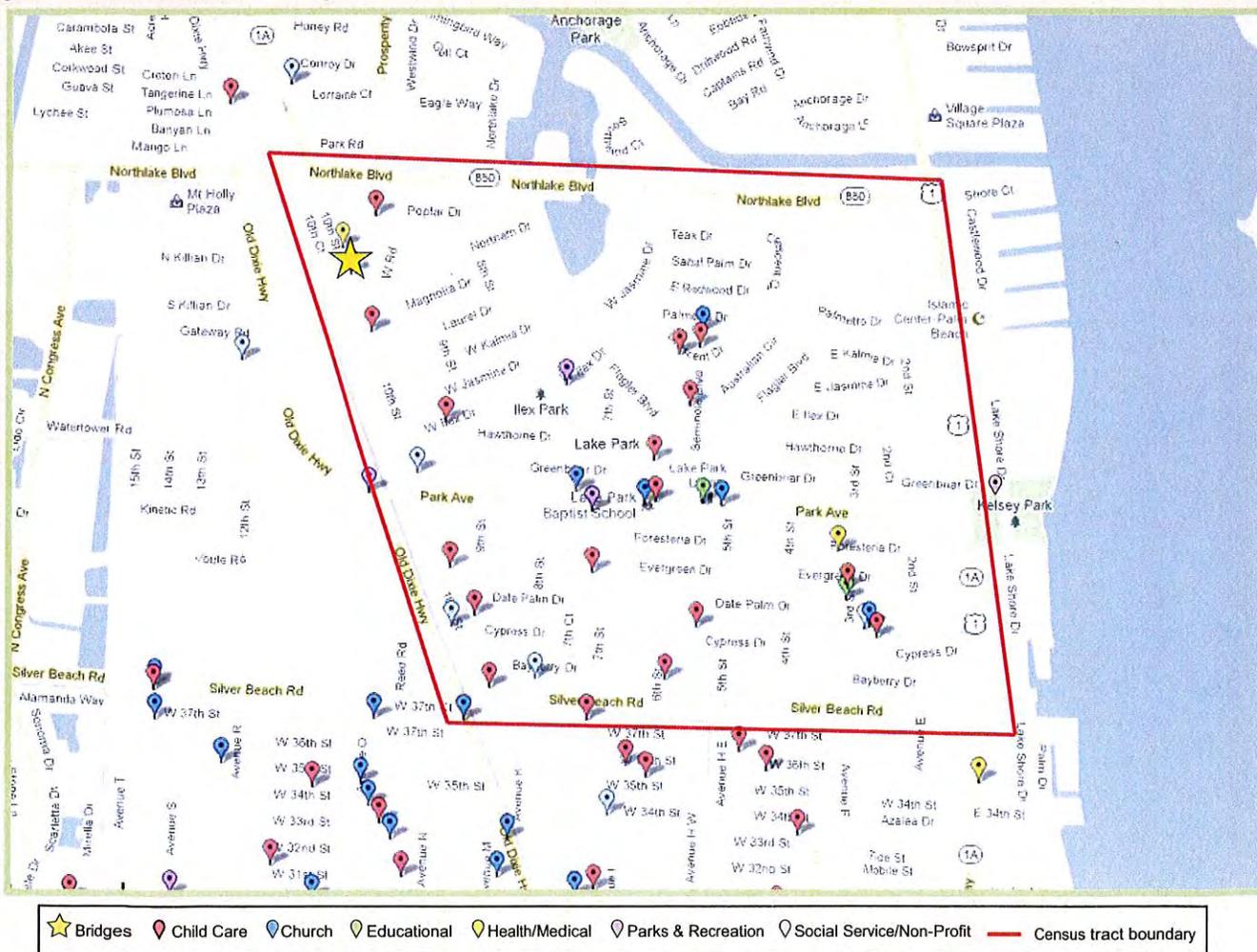
There are three organizations that provide health care or medical services. Two of the three are drug and alcohol treatment programs, and the other one is the Molina Medical Clinic, which is a general practice that accepts Medicaid reimbursement.

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.

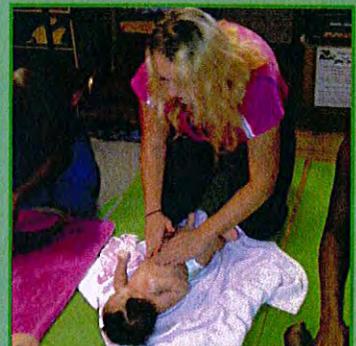
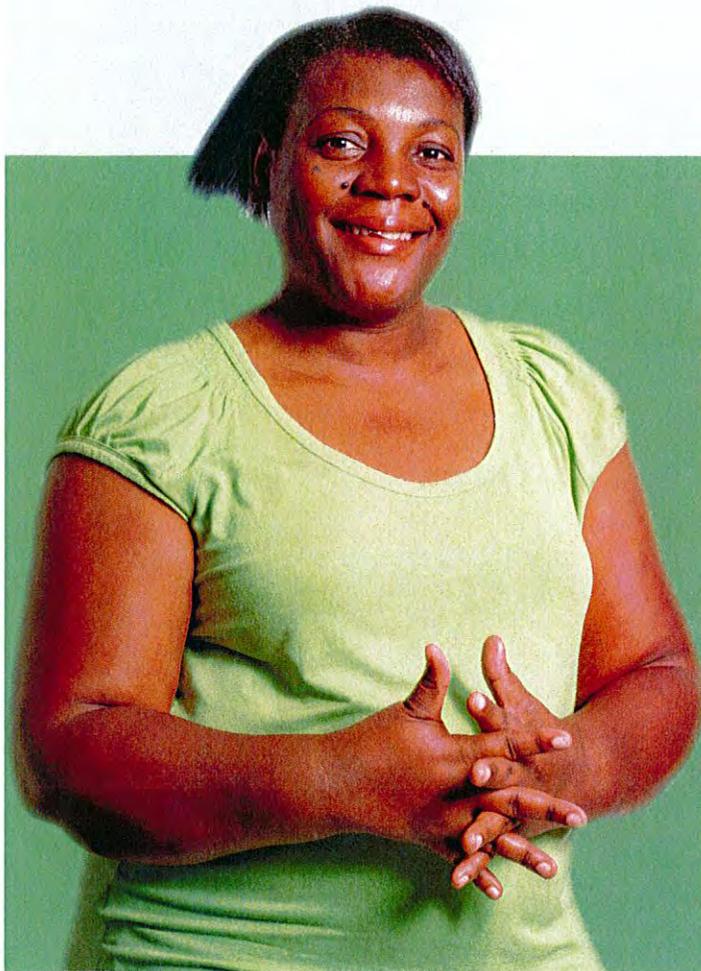
Two educational resources are shown on the map in green, which includes the Lake Park Library and Lake Park Elementary school. In partnership with the library, Bridges at Lake Park is able to offer interactive story time, "Twilight Tales" to local children and their families. Lake Park Bridges is active 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,

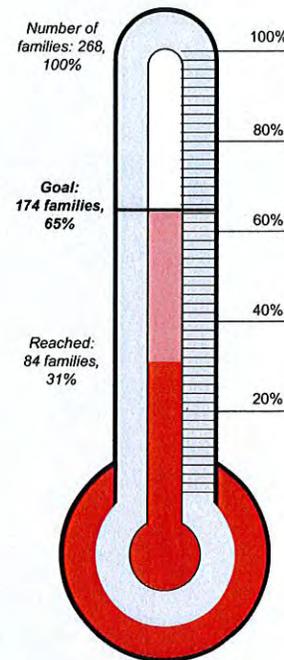
- 41% participated in parent-child activities.
- 44% participated in Triple P individual sessions, groups, or seminars.
- 93% participated in navigation activities.
- 38% participated in adult education or capacity-building workshops and activities.

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.



Palm Beach County's Happily Ever After Begins with Reading.

Why Reading Matters

for Parents and Our Community



Fall 2013

Reading Matters!

Why?

An achievement gap that exists when young children enter school may persist over time

- Children from low-income families often enter school behind their peers. While children who are low-income tend to benefit the most from school, the gap persists over time¹.
- Early reading and math skills measured at school entry are statistically significant predictors of later reading and math achievement, with reading achievement showing the highest correlation².
- The average U.S. student ranked 10th in the world in reading, 19th in science and 24th in math, according to The Program for International Student Assessment in 2009³.

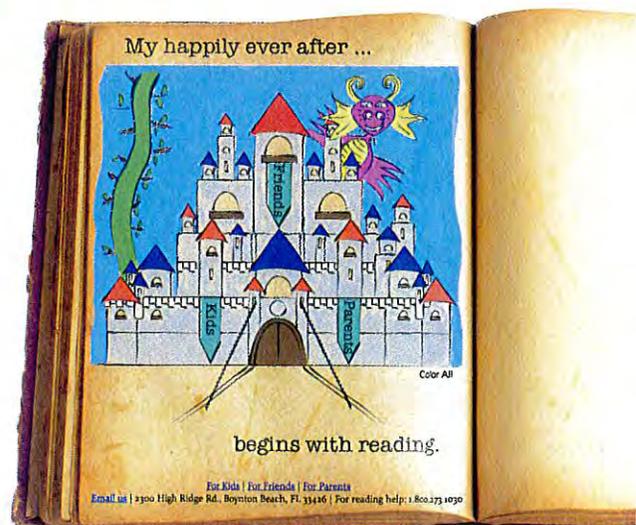
Reading level in third grade is predictive of graduation

- One in six children who can't read on grade level by third grade fails to graduate from high school on time, four times the rate for children with proficient third-grade reading skills⁴.
- In Palm Beach County, 54% of our third-grade students are reading at a proficient level.
- The accomplishments of our community are measured by the success of all our residents. Children represent our future; they will be our future parents, workers, leaders, inventors, scientists, health care providers, engineers, electricians, authors and other members of our community. We all benefit when our children are successful readers because reading enables them to achieve their dreams.
- Third-grade reading success matters to all of us because it directly impacts our community's quality of life.

What Are We Doing?

Children's Services Council and Community Partners are Focused on Reading

Children's Services Council of Palm Beach County, the Literacy Coalition of Palm Beach County, the School District of Palm Beach County, the Early Childhood Cabinet, and county and municipal libraries, along with a host of other partners have all joined together to create a countywide campaign that encourages reading and raises awareness of why it matters to all of us. The goal is to prompt discussion and bring groups together to focus on reading in our community.
<http://PBCReads.org>.



INSIDE

Why Reading Matters to
Palm Beach County
2

Tips for Parents
(Friends, Grandparents,
Aunts and Uncles Too!)
4

Activities to Take Place
at Schools and in the
Community
6

What Research Says About
Learning To Read
7

What Children's Services
Council is Doing
9

Partners Who are Building
Excitement About Reading
11

Do You Know How Your Child Is Doing?

The following milestones for children's language and literacy development come from "The Road to Reading, Birth to Age 4: Talking with Parents," Harvard University ⁵. The report also focuses on the opportunities for professionals across many disciplines to assess a child's literacy and language development, and the role for child care providers in developing language and literacy skills.

Does your 5-MONTH-OLD:

- turn his head toward sounds he hears?
- watch your face when you speak?
- vocalize her feelings (laugh, giggle, cry, fuss)?
- make noises when you talk to him?

Does your 1-YEAR-OLD:

- attend to books or toys for several minutes?
- answer simple questions non-verbally?
- say two to three words to name a person or object?
- try to imitate simple words?

Does your 2-YEAR-OLD:

- have 250-350 words he can use when he talks?
- point to pictures in a book?
- use sentences that are 3 or 4 words long?
- ask questions about the stories you read or things she sees?

Does your 3-YEAR-OLD:

- have 800-1,000 words she can use when she talks?
- play imaginary games?
- look through a story book and retell it?
- scribble on paper and tell you what he wrote?
- answer and ask questions?

Does your 4-YEAR-OLD:

- hold a book right side up and turn the pages starting from the front?
- recognize some letters, like the ones in his name?
- pay attention to stories?
- know how to rhyme?
- start conversations?



If you have questions or concerns about your child's progress, discuss them with your pediatrician. You can also call 1-888-634-7900 or visit <http://families.cscpsc.org>.

Parents – What Can You Do To Help?

Talk, share books, read at a regular, focused time

Many resources are available for parents who want to learn more about learning to read. One popular reading website, Reading Rockets, provides information, tools and resources for parents offering fun activities for their child. The following tips are adapted from this site: <http://www.readingrockets.org> ⁶

Tips for Parents of Babies

It's never too early to read to your baby. As soon as your baby is born, he or she starts learning. Just by talking to, playing with and caring for your baby every day, you are building the language skills necessary for your baby to become a reader.

Talk with your baby – all day long

Describe the weather or which apples you are choosing at the grocery. Talk about the pictures in a book or things you see on a walk. Ask questions. By listening and responding, your child learns words, ideas, and how language works.

Develop a daily routine (and make reading a part of it)

Routines can soothe a baby, and provide opportunities for your baby to learn to predict what will happen next. The ability to predict is important when your child is older and is reading independently.

Tips for Parents of Toddlers

Play to their favorites

Read favorite stories again and again. Let your child join in on the predictable phrases. Seek out books about things your toddler especially likes – trains, animals, space. These books may extend a toddler's attention span and build enthusiasm for reading.

Not having fun?

Try a different story or a different time during the day. Reading with a very young child is primarily about building positive experiences with books, not finishing every book you start. If your child wants to look at the book by himself, that is fine. The important thing is that he knows what a book is and is showing an interest.



Tips for Parents of Preschoolers

Be interactive

Discuss what's happening in the book, point out things on the page, and ask questions.

Concerned?

See your child's pediatrician or teacher as soon as possible if you have concerns about your child's language development, hearing or sight.

Tips for Parents of Kindergartners

Say silly tongue twisters

Sing songs, read rhyming books, and say silly tongue twisters. These help kids become sensitive to the sounds in words.

Read it and experience it

Connect what your child reads with what happens in life. If reading a book about animals, relate it to your last trip to the zoo.

Use your child's name

Point out the link between letters and sounds.

Say, "John, the word 'jump' begins with the same sound as your name. John, jump. And they both begin with the same letter, J."

PAHOKEE PARENT

“What I have noticed is whenever we go anywhere... even reading the stop signs. He is learning more words... he wants to say “Oh, I know that word!” and he will say it as we are driving anywhere. He always wants to say the word that he already knows.”

Tips That Promote Language and Literacy, Thinking Skills, Self-Control and Self-Confidence

(From Zero to 3)

Thinking skills: Follow your child's lead. Toddlers can learn almost any concept through their everyday activities. Concepts like fast and slow, up and down, and over and under can be introduced as she plays on the playground.

Self-control: Label and validate your child's feelings. Letting children know that their feelings are understood helps them calm down and regain control. This doesn't mean you give in to their demand.

Self-confidence: Let your child be the problem-solver. Children are natural problem solvers. Be your child's coach. Give her the support she needs to solve a problem but don't solve it for her.

For more on encouraging your child in these areas, visit: <http://www.zerotothree.org>.

School-Age Reading

School-Age Reading Challenge

The School District of Palm Beach County (SDPBC) is a large, diverse school district with more than 80,000 elementary students. Common Core State Standards (CCSS) are taught in grades K-2 and are blended with Next Generation Sunshine State Standards in grades 3-12. All grade levels will be using CCSS exclusively in 2014-2015. CCSS set clear expectations of what students are to learn in kindergarten through 12th grade. The English Language Arts standards support more in-depth learning that provides students with more opportunities to develop high-level vocabulary and content knowledge of challenging materials. K-2 students are being taught and assessed in CCSS (School District of Palm Beach County).

Instruction will be more demanding and will place more emphasis on non-fiction reading and students' ability to analyze, apply and draw conclusions from what they read. This increase in rigor is so that children are more prepared when they enter college or begin a job. Students will be expected to read more complex texts than they had in the past, and reading will be emphasized and integrated in all subject areas. (The Palm Beach Post, August 17, 2013). For instance, students will be exposed to more word problems in math and will focus on comprehension and deeper understanding in social studies. The district has activity packets for parents to use with their children to help them with the CCSS: <http://www.palmbeachschools.org/parents/commoncore.asp>.⁸

Palm Beach County Elementary School Students

Palm Beach County has 80,262 students in elementary schools, grades K through 5.

Among these:

- 61% are receiving free and reduced lunch
- 17% have Limited English Proficiency
- 15% are in Exceptional Student Education
- 9% are in gifted programs

Source: Gold Report, Palm Beach County School District, 2012 data.

Kindergarten Readiness

Of the nearly 12,000 children assessed at the beginning of kindergarten in 2011, 70% were ready for kindergarten (Children's Services Council, from SDPBC data). Eighty-eight percent were considered ready based on results from the Early Childhood Observation System (ECHOs) assessment and 73% were ready on the Florida Assessment for Instruction in Reading (FAIR). These two assessments comprise the FLKRS, the school readiness measurement in Florida (Florida Kindergarten Readiness Screener Results, 2011-12 SPAR Florida Department of Education). The Palm Beach County FAIR scores exceeded state scores; however, Palm Beach County was below the state on the ECHOS assessments. Some schools have far more children "not ready" on readiness assessments, having less than 50% of kindergarten students ready on the FAIR (2011-12 SPAR, Florida Department of Education, Florida Kindergarten Readiness Screener Results).⁹

2011-12 School Year Florida Kindergarten Readiness Screener Results

READINESS INDICATOR	PALM BEACH COUNTY	FLORIDA
ECHOs		
Percent ready ECHOs	88%	91%
Percent not Ready ECHOs	12%	9%
FAIR		
Percent Ready FAIR	73%	71%
Percent not Ready FAIR	27%	29%
FLKRS		
Percent Ready FLKRS	70%	NA

How Can Children be Ready for Kindergarten?

Learning Begins in Infancy

Research shows the importance of early exposure to words and reading.

So the 13,936 Babies Born in 2012 are Part of the Graduating Class of 2030

Research indicates that infants are absorbing everything around them. A child's brain develops at a rapid rate, with billions of neurons and circuits developing during early childhood.

See more about how brains develop at Harvard University's Center on the Developing Child

<http://developingchild.harvard.edu>.

- The more words parents use when speaking to an 8-month-old, the greater the size of their child's vocabulary at age 3.¹⁰
- Children from low-income families hear as many as 30 million fewer words than their more affluent peers before the age of 4. (Hart-Risley study on language development).

See more from the Grade-Level Reading Campaign on The 30 Million Word Gap, The Role of Parent-Child Verbal Interaction in Language and Literacy

Development: <http://gradelevelreading.net>.

- Books contain many words that children are unlikely to encounter frequently in spoken language. Children's books actually contain 50% more rare words than prime time television or even college students' conversations.
- Fewer than half (48%) of young children in the United States are read to daily. While even fewer low-income children are read to, families of all income levels are not reading to their children daily due to lack of time or because parents may not make it a priority.¹¹

PAHOKEE PARENT

“ Sometimes we have to work, go to school at night. We have to find the right time, so it is a little bit frustrating, but you really can do something... you can say “OK. I am going to set 6 o'clock is the time you're going to read.” You can set at least 30 minutes, and it works. ”

For more research relating to early literacy go to: <http://gradelevelreading.net>.

Research Shows the Importance of Books in the Home

A study conducted over 20 years by Evans, Kelley, Sikorac, and Treimand (2010)¹², who surveyed more than 70,000 people across 27 countries showed:

- Children raised in homes with more than 500 books spent three years longer in school than children whose parents had only a few books. Growing up in a household with 500 or more books is “as great an advantage as having university-educated rather than unschooled parents.”
- Children whose parents have lots of books are nearly 20% more likely to finish college – a factor more important than the education of the parents.
- Even a child who comes from a home with 25 books will, on average, complete two more years of school than would a child from a home without any books at all.

How can Parents Help Boost their Child's Achievement?

Know Your Child's Reading Level

Parents who are aware of their child's reading progress are better able to help them work to become good readers. The SDPBC has a Learning Tools for Parents site that provides access to numerous online references, resources and software services that parents can use with their children at home:

http://www.palmbeachschools.org/learning_tools/Parents.

One site, Edline http://www.edline.net/pages/Palm_Beach_County, is the primary method Palm Beach County schools use to communicate online with parents and students. It provides a secure account to access information about children's classes, including links to online textbooks and other resources. Edline includes resources for all grade levels for summer learning, including reading lists and activities.

National Efforts Focus on Time Outside of School

Research has guided the national Campaign for Grade-Level Reading to establish School Readiness, Absenteeism and Attendance, and Summer Learning Loss as three vital priorities, and opportunities, to help children read at grade level by the end of third grade. Campaigns in Palm Beach County and more than 120 communities across the country are working to improve children's reading scores.

Make Sure Your Child Is In School - Absences Cause Children to Fall Behind

Beginning in elementary school, some students miss as much as 10% of the school year. One in 10 kindergartners miss more than a month of school, which impacts their performance in first grade.

"Among children from low-income families, who lack the resources to make up lost time, chronic absence in kindergarten translated into lower fifth grade achievement" <http://gradelevelreading.net/our-work/chronic-absence>.¹³

BELLE GLADE PARENT

“If you don't do it in the summer, you will fall back. So you have to maintain... push them a little farther, a little harder, so for next year they will be ready, [they will be] on task... so they won't fall behind.”

Include Reading in the Mix of Fun Afterschool and Summer Activities to Reduce Summer Learning Loss

According to the Campaign for Grade-Level Reading, "research spanning 100 years has proven that students lose ground academically when they are out of school for the summer. The problem is particularly acute among low-income students who lose an average of more than two months in reading achievement in the summer, which slows their progress toward third grade reading proficiency."

Libraries Open Doors

There are 27 libraries between the Palm Beach County Library System and municipal libraries in the county. Each one offers great opportunities for children to select books of their choice with a quiet and inviting environment to read. Each summer, libraries sponsor reading programs that are fun-filled and keep children reading throughout the summer months. During the school year, libraries have a variety of activities using high-interest books. Research shows that kids benefit when they are able to select books that interest them. Look for a library near you at our website <http://pbcreads.org>.

The Importance of Third Grade Reading Performance - 'Learning to Read, Reading to Learn'

National reading campaigns have focused on third-grade reading success as a pivotal point for children. This, along with graduation data, shows how our county compares to the state. While the state is transitioning its assessment tool, third grade FCAT scores are important because they can determine whether a child is promoted to fourth grade, and his or her future success in school. Third grade is a time when children go from 'learning to read' during the early years to 'reading to learn.' If they can't read well, they may fall behind in other subjects like science, social studies and even math. For 2012-13, 54% of third grade students were considered to be reading at a proficient (level 3 and above) (SDPBC, May, 2013).¹⁴

2012-13 School Year 3rd Grade Reading FCAT Results % in Achievement Levels*

FCAT Achievement Levels	PBC	Florida
Total Number of Students	13,588	203,390
FCAT Grade 3 Level 3 and above	54%	57%
FCAT Grade 3 Level 1 and 2	46%	43%

*Performance at Level 3 and above is consider satisfactory. Source: School District of Palm Beach County

Graduation

Graduation is important to future success in life. Businesses look at a community's graduation rate and skilled workforce when selecting a community to locate in. While Palm Beach County's graduation rate at 77% in 2012 was better than the state and other large counties, some schools in the county had graduation rates as low as 64.9%. Being sure our children are ready for school and reading on grade level at third grade helps them to be able to graduate. Every student who doesn't graduate from high school costs society an estimated \$260,000 in lost earnings, taxes and productivity. <http://www.aecf.org/~media/Pubs>

FY2008-2012 Graduation Rate for Florida and Large Urban Districts*

	FY2008	FY2009	FY2010	FY2011	FY2012
Florida	62.7%	65.5%	69.0%	70.6%	74.5%
Palm Beach	65.5%	70.1%	74.8%	74.3%	77.0%
Broward	64.3%	68.4%	72.4%	71.6%	76.4%
Dade	60.5%	62.0%	68.3%	71.3%	76.0%
Hillsborough	63.9%	66.1%	66.7%	69.3%	72.6%
Orange	61.9%	67.4%	71.8%	71.4%	73.9%

*Florida school districts exceeding 150,000 students. School District of Palm Beach County, Page 3 FY2012 High School Graduation Rate, December 3, 2012 Memo to School Board members.¹⁵

What is Children's Services Council Doing?

Maternal and Child Health, and Quality Early Care and Education

Children's Services Council (CSC) has prioritized the early years by serving pregnant women and their babies through our Healthy Beginnings System. Our quality early care and education system provides school readiness slots in partnership with the Early Learning Coalition and the School District, and Head Start services with Palm Beach County. CSC's school readiness focus achieved a "Pacesetter" designation from the national Campaign for Grade-Level Reading in 2012.

Quality Afterschool Programs

Children's Services Council partners with Prime Time Palm Beach County to provide expanded learning opportunities for children in quality afterschool programs. Afterschool provides an opportunity to engage children and build upon their interests, while supporting what children are learning in school. This includes enrichment in a number of subject areas, including literacy.

Targeted Literacy Efforts

Children's Services Council partners with the Literacy Coalition of Palm Beach County to provide targeted services to help families with young children assist their child with language and literacy development.

Reach Out and Read

The Literacy Coalition provides Reach Out and Read, an evidence-based program that promotes early literacy and school readiness in pediatric offices in Palm Beach County. The program provides new books to children and advice to parents about the importance of reading aloud. It builds on the unique relationship between parents and medical providers to develop critical early reading skills in children. It begins at the 6-month checkup and continues through age 5, with a special emphasis on children growing up in low-income communities.

Children's Services Council Emergent Literacy Strategies

CSC is working with the Literacy Coalition to explore evidence-based programs using part-time workers who are trained in emergent literacy strategies to use in interactive, one-on-one reading sessions with 3- and 4-year-olds in early child care settings. The staff helps the children enjoy books, reading and learning.

Parent-Child Home Program

Parent-Child Home Program is an evidence-based home visiting model that prepares young children for school success by increasing language and literacy skills, enhancing social-emotional development, and strengthening the parent-child relationship. This is a two-year program that begins with two 30-minute home visits weekly for 23 weeks per program year. Children receive a book, toy and activities as part of the program.

Bridges Summer Program for Young Children

In the summer of 2013, Children's Services Council distributed books to our Bridges Programs to establish mini-libraries on site. This project ensured that more books are available to children at the 10 Bridges sites across the county. Each Bridges site received two copies of all 175 books on the School District's Recommended Summer Reading List for Pre-K through Grade 5. In addition, Bridges in Boynton Beach, Pahokee and Belle Glade, along with the City of Delray Beach, had a summer reading challenge for parents and children. Books were distributed and prizes awarded to children who participated.

BOYNTON BEACH PARENT

“During the summer, there's a gap and the children have a tendency to [forget] whatever they have learned that year. They lose so much... I think programs like this keeps them up to a level that when they do go back in they're not dormant... they are able to pick up and understand; pick up where they left off.”



Countywide Public Education Campaign Focused on Reading

With the "My Happily Ever After Begins with Reading" campaign, Children's Services Council and its partners are promoting a positive, universal message that speaks to all cultures, all socio-economic groups and all ages. Through the use of fairy tales, the campaign builds awareness around the importance of reading and how it is the building block to a successful life. The campaign website invites children, their parents and all others in the community to get involved. The site allows the community to access information about reading, research, events and activities in a fun and engaging way.

For more information, please visit "My Happily Ever After Begins with Reading" campaign website at PBCReads.org.

The site includes:

- Ways to encourage reading and volunteer
- Research on the importance of reading
- Tips for parents and children
- Resources & links
- Where to turn for help
- Local activities and events focused on reading

"My Happily Ever After Begins with Reading" Partners include:



in partnership with:

Mandel Public Library of West Palm Beach

Palm Beach County Library System

The Palm Beach Post

The City of Delray Beach

PNC Bank

Schoolhouse Children's Museum & Learning Center

United Way of Palm Beach County

References

1. Alexander, K.L., Entwisle, D.R., & Horsey, C.S. (1997). From first grade forward: Early foundations of the high school dropout. *Sociology of Education*, 7(2), 87-107.
2. Duncan et al., (2007) Duncan, G.J., Dowsett, C.J., Claessens, A., Magnuson, K., Huston, A.C., Kebanov, P., et al. (2007). School readiness and later achievement. *Developmental Psychology*, 43(6), 1428-1446.
3. Miami Herald, FCAT era ending; New testing controversy on horizon, August 17, 2013.
4. How Third-Grade Reading Skills and Poverty Influence High School Graduation By Donald J. Hernandez Professor, Department of Sociology Hunter College and the Graduate Center, City University of New York and Senior Advisor, Foundation for Child Development.
5. From Harvard, Turning the Page: Refocusing Massachusetts for Reading Success Strategies for improving children's language and literacy development, birth to age 9 Nonie K. Lesaux, Ph.D. Research Team Michelle E. Hastings, M.A., Joan G. Kelley, Ed.M., Sky H. Marietta, Ed.M., Julie M. Russ, Ed.M. http://www.strategiesforchildren.org/3research/10_TurningThePageReport.pdf
6. The Reading Rockets <http://www.readingrockets.org>.
7. Zero to three: <http://www.zerotothree.org>.
8. School District of Palm Beach County <http://www.palmbeachschools.org/parents/commoncore.asp>).
9. Florida Department of Education, Florida Kindergarten Readiness Screener Results, 2011-12 SPAR.
10. Grade Level Reading Research Face 2. <http://gradelevelreading.net/wp-content/uploads/2012/08/FACE-Research.pdf> Third Grade
11. The 30 Million Word Gap, The Role of Parent-Child Verbal Interaction in Language and Literacy Development, The Campaign for Grade-Level Reading <http://gradelevelreading.net/wp-content/uploads/2013/05/GLR-Issue-brief-on-oral-language-research.pdf>
12. Evans, Kelley, Sikorac, and Treimand (2010) in Compendium of Research Ensuring Student Achievement and Teacher Effectiveness Through Proven Research, By Lois Bridges, Ph.D. Scholastic Classroom and Community Group. <http://gradelevelreading.net/wp-content/uploads/2012/08/SCCGResearchCompendium.pdf>
13. Reading Success Matters, The Campaign for Grade-Level Reading (<http://gradelevelreading.net/our-work/chronic-absence>).
14. School District of Palm Beach County, May, 24, 2013 Memo to School Board Members FY 2013 Grade 3 FCAT 2.0 Reading and Mathematics Results.
15. School District of Palm Beach County, Page 3 of 6, FY2012 High School Graduation Rate December 3, 2012, Memo to School Board members.

Other Important Resources:

1. The importance of helping children be successful readers is presented on The Reading Rockets website, the PBS award winning show funded by US Department of Education: <http://www.readingrockets.org/shows/launching/roots/><http://www.readingrockets.org/shows/launching/toddling/>.
2. US Department of Education site for parents Helping Your Child Become a Reader <http://www2.ed.gov/parents/academic/help/reader/index.html>
3. Campaign for Grade-Level Reading <http://gradelevelreading.net/>.

Exhibit "B"



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.

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

Nadia Di Tommaso / Community Development Director [Signature]

Table with 3 columns: Originating Department (Community Development), Costs (0), Attachments (Resolution 44-11-13, etc.), Advertised (N/A), and notification status.

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.

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.

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.

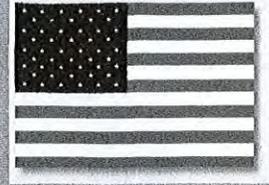
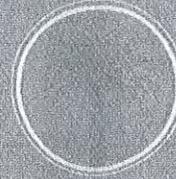
Finally, Florida State Statute 489.503 and 553.793 were recently modified to limit the permit review fee for one and two-family alarm system permits to \$55. While the Town can continue utilizing its general fee schedule for alarm system permits until January 1, 2015 per the Statutes, staff is proposing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

Exhibit "c"

Thanksgiving Turkey Giveaway



Bethlehem Haitian Baptist Church
425 Crescent Drive
Lake Park, FL 33403

11/26/2013

Starting at 10:30 am

You must be pre-registered to be guaranteed a turkey or Publix gift card. Pre-registration is full and we will not be taking any additional registrations. There may be additional turkeys available after the event on the following Tuesday after Thanksgiving. There will be refreshments and live music.

Sponsored by
Bethlehem Haitian Baptist
Church/Club 100 Charities

Maril
561-543-2971

September 30, 2013

Governor Rick Scott
Executive Office of Governor Rick Scott
400 S. Monroe Street
Tallahassee, FL 32399

Dear Governor Scott:

As you are aware, the Department of Children and Families performed a survey over the summer regarding the feasibility of registering sober homes. This was done pursuant to the 2013-2014 General Appropriations Act.

As an elected official representing the undersigned city, I urge you to support regulation of Recovery Residences/Sober Houses in the form of state-wide licensing/registration for the following reasons:

1. To create a consistent standard of operation to be applied consistently throughout the state.
2. To provide for accountability for the owners/operators of these homes.
3. To help end abuses that are occurring in some of the homes (i.e. House for Women operated by a registered sexual offender; multi-family residence owned and operated by same person as owner of bar it is attached to; insurance fraud; patient brokering; etc.).
4. To require background checks for owners/operators of the homes in order to help end the abuses as referenced in paragraph 3 above. These background checks would be similar to those already required for the owners/operators of the following types of homes/facilities:
 - a. Addictions Receiving Facility;
 - b. Day or Night Treatment;
 - c. Day or Night Treatment with Community Housing;
 - d. Detoxification;
 - e. Intensive Inpatient Treatment;
 - f. Intensive Outpatient Treatment;
 - g. Medication-Assisted treatment for opiate addiction;
 - h. Outpatient Treatment;

- i. Residential Treatment;
- j. Facilities that provide Intervention services; and
- k. Facilities that provide prevention services

Pursuant to §§ 397.311(18) and 397.403, *Fla. Stat.* as well as

- l. Assisted Living Facilities;
- m. Adult Family-Care Homes;
- n. Adult Day Care Centers

Pursuant to §§ 429.174, 429.67, 429.919, *Fla. Stat.*, and

- o. Service Providers for the Department of Elderly Affairs; and
- p. Community Residential Homes pursuant to Chapter 419, *Fla. Stat.* to name just a few.

- 5. To ensure that certain life safety standards are followed in order to keep the residents safe in the event of a fire (similar to the requirements for the homes/facilities referenced in Paragraph 5 above).
- 6. The "Community Housing" aspect of "Day or Night Treatment with Community Housing" is already licensed by the Department of Children and Families pursuant to § 397.311(18)(a)3, *Fla. Stat.* and the only difference between the licensed facilities referenced in this statute and unlicensed sober homes is that the "Community Housing" facility which is nothing more than a residence for persons in recovery is owned and/or operated by the same person or entity that owns and operates the "Day or Night Treatment Facility" even though no treatment is provided in the "Community Housing" home, whereas a Sober House (again nothing more than a residence for persons in recovery) may be owned or operated by anyone and is not directly affiliated with the treatment facility.

Thank you very much for supporting the Cities of Florida.

Sincerely,

(Signature)

(Print Name)

(Title)

(Municipality)

TAB 2



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 4, 2013

Agenda Item No. *Tab 2*

Agenda Title: Resolution 45-12-13 Approving the Supervisor of Elections Agreement for Vote Processing Equipment Use and Election Services for the Mayoral Election Scheduled for March 11, 2014

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

Approved by Town Manager *[Signature]* Date: *11/21/13*

Vivian Mendez - Town Clerk
Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: <ul style="list-style-type: none"> • Resolution • Supervisor of Election Contract and Exhibits A, B, and 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 <i>V.M.</i> Please initial one.

Summary Explanation/Background: The Supervisor of Elections has presented the Town of Lake Park with an agreement for Vote Processing Equipment Use and Election Services commencing January 1, 2014 for the March 11, 2014 mayoral election. The proposed agreement includes a series of revisions which are modification to the agreement approved by the Commission last year. The revisions appear in red in the attached agreement.

The purpose of this item is to approve this revised agreement by Resolution.

Recommended Motion: I move to approve Resolution 45-12-13.

RESOLUTION NO. 45-12-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, APPROVING AN AGREEMENT FOR VOTE PROCESSING EQUIPMENT USE AND ELECTIONS SERVICES WITH THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS AND AUTHORIZING THE MAYOR AND TOWN CLERK TO EXECUTE SAME; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in 2009, the Palm Beach County League of Cities, through its Ad Hoc Committee on Municipal Elections, negotiated an agreement with the Palm Beach County Supervisor of Elections to detail and allocate the duties, responsibilities and fees associated with conducting municipal elections commencing with the 2010 municipal election; and

WHEREAS, the Supervisor of Elections has presented the Town with a revised Agreement for Vote Processing Equipment Use and Election Services commencing January 1, 2014, and the Town Commission has determined that the approval of the Agreement is in the best interests of the residents and citizens of the Town of Lake Park.

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

Section 1. The foregoing recitals are hereby ratified and incorporated herein.

Section 2. The Town Commission hereby approves the Agreement for Vote Processing Equipment Use and Elections Services by and between the Palm Beach County Supervisor of Elections and the Town of Lake Park, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, and authorizes and directs the Mayor and Town Clerk to execute the Agreement on behalf of the Town.

Section 3. This Resolution shall become effective immediately upon adoption.

**AGREEMENT FOR VOTE PROCESSING EQUIPMENT USE AND ELECTION SERVICES
BY AND BETWEEN
THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS AND THE "INSERT
MUNICIPALITY NAME"**

THIS AGREEMENT, is made and entered into this day of _____, 2013 effective January 1, 2014, by and between the Palm Beach County Supervisor of Elections, an elected county officer_pursuant_to_Article_VIII, Sec.1(d) of the *Florida Constitution*, hereinafter referred to as the "SOE", and the **Town of Lake Park**, a municipal corporation, chartered and organized in accordance with the laws of the State of Florida, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, Chapters 97 to 106, *Florida Statutes*, constitute the Florida Election Code (the "Code") which applies to municipalities where expressly so stated; and

WHEREAS, Sec 100.3605, *Florida Statutes*, states that "[T]he Florida Election Code, chapters 97-106 shall govern the conduct of a municipality's election in the absence of an applicable special act, charter, or ordinance provision"; and

WHEREAS, the Municipality and the SOE desire to work together to provide for municipal elections and to allocate certain responsibilities and expenses between the two parties to ensure that the provisions of the Code are followed during municipal elections; and

WHEREAS, the SOE and the Municipality wish to enter into this Agreement to set out the terms of this coordinated program.

NOW, THEREFORE, in consideration of the mutual covenants and promises hereinafter contained to be kept and performed by the parties hereto, and for the mutual benefit of the Municipality, its constituents and the SOE, it is agreed as follows:

1. **PURPOSE:**

The purpose of this Agreement is to set forth the terms and conditions under which services will be provided by the SOE and staff to the Municipality for municipal elections and to set forth the responsibilities of both parties so that there is a clear understanding of the rights and responsibilities of all parties. Such rights and responsibilities shall apply to the General, Run-Off, Special, and Recount elections as necessary as well as the Post Election Audit, unless otherwise stated herein below.

2. **DATE OF GENERAL MUNICIPAL ELECTION:**

The date of the **Town of Lake Park's** General Municipal election is **March 11, 2014**. It is hereby acknowledged and agreed that if the date listed is the same as most other municipalities in March or November, there will be a cost sharing among municipalities

for costs incurred by the SOE. Such costs shall be allocated on a pro-rata share basis; otherwise, it is hereby acknowledged and agreed upon by the municipality that it is responsible for all costs of the election, incurred by the office of the SOE.

3. **FEES AND CHARGES TO BE PAID BY THE MUNICIPALITY:**

The SOE hereby agrees not to charge Municipalities for taxpayer purchased equipment and supplies; (i.e. voting machines, tables, chairs, etc.) and associated maintenance and contract fees related to such equipment in return for which the Municipality hereby agrees not to charge the SOE for polling places within its dominion and control. Examples of municipal elections charges related to certain services performed by the SOE to be passed through to the Municipality on a shared pro rata basis for all municipalities holding elections on a general election day (i.e. 2nd Tuesday in March or November) are attached hereto as Exhibit A. All items to be paid or reimbursed to the SOE will be paid by the Municipality within thirty (30) days of receipt of an invoice from the SOE with documentation verifying the charges.

Examples of total costs to small, medium, and large municipalities are attached hereto as Exhibit B.

4. **RESPONSIBILITIES OF BOTH THE MUNICIPALITY AND THE SOE FOR MUNICIPAL ELECTIONS:**

A. Notice and Advertisement

(1) Municipality

- (a) Properly call and advertise the election according to statutes and charter at its own expense.
- (b) Issue a resolution or ordinance to the SOE requesting that the Supervisor of Elections conduct the municipality's election and act as a member of the Municipality's Canvassing Board, which may or may not include the SOE.
- (c) Certify that the registered voter information provided by the SOE to the municipality reflects the proper boundaries of the city and notify the SOE of any changes.

(2) SOE

- (a) Publish legal notices for Logic & Accuracy testing, absentee ballot canvass, Post Election Audit, and news releases on book closing.

B. Qualifying Candidates

(1) Municipality

- (a) Provide qualifying packets to candidates and accept and process all qualifying papers and fees.
- (b) Collect Name and Pronunciation Guides from the candidates at the time of qualifying and submit to SOE.

- (c) Respond to all candidate inquiries and questions.
- (d) Respond to all legal inquiries and questions.
- (e) Respond to all media inquiries.

(2) **SOE**

- (a) Verify signatures on any qualifying petitions submitted by candidates and notify the Municipality of such results upon the close of the candidate qualifying deadline.

C. Ballots

(1) **Municipality**

- (a) Review, amend (if necessary), and approve ballot proof prepared by SOE.
- (b) Place an order with the SOE for a sufficient quantity of ballots as applicable.
- (c) Pay ballot design costs to the SOE as incurred.
- (d) Pay the ballot printer directly for the cost of said ballots.
- (e) Reimburse the SOE for costs incurred for translation and audio recording of ballot.
- (f) Reimburse SOE for preparation of Absentee Ballot, Edge layout and Sample Ballot.

(2) **SOE**

- (a) Layout, check, proof and deliver ballot layout to the printer.
- (b) Receive, securely store, and account for all ballots until disbursed to polling places.
- (c) Contract to have audio recorded for Touch Screen ballot.
- (d) Control all access to un-voted ballots while in the possession of the SOE.

D. Equipment Testing

(1) **Municipality**

- (a) Provide that a representative will be present during the Logic and Accuracy testing as noticed by SOE.

(2) **SOE**

- (a) Develop a unique test script and manually mark ballots to be used in public Logic & Accuracy test.
- (b) Conduct public Logic & Accuracy test.

E. Early Voting – Optional

(1) **Municipality**

- (a) Reimburse the SOE for staff overtime hours due to weekend and/or evening hours for Early Voting.
- (b) Pay SOE for Early Voting supplies.
- (c) Contract with, schedule and pay poll workers directly.
- (d) Deliver voted ballots to SOE daily at a location designated by SOE.

(e) Designate Early Voting sites thirty (30) days prior to each Election and notify SOE in writing of locations.

(2) SOE

- (a) Prepare and provide all supplies needed for each Early Voting site.
- (b) Provide the Municipality with a list of poll workers.
- (c) Train poll workers.
- (d) Provide staffing to accept voted ballots daily at a location designated by SOE.

F. Absentee Voting

(1) Municipality

- (a) Reimburse SOE for all postage costs incurred at the current postal rate.
- (b) Pay SOE for materials and handling of each absentee ballot.
- (c) Pay SOE \$.10 per absentee ballot for verifying signatures on returned voted ballot certificates.
- (d) Refer all requests for absentee ballots to SOE.

(2) SOE

- (a) Determine eligibility and compile Absentee Ballot file.
- (b) Accept all requests for Absentee Ballots by telephone, mail or in person.
- (c) Prepare and mail Absentee Ballots.
- (d) Deliver Absentee Ballots to the Post Office.
- (e) Receive voted Absentee Ballots.
- (f) Verify signatures on returned voted Absentee Ballot certificates.
- (g) Prepare and open Absentee Ballots for tabulation.
- (h) Account for all Absentee Ballots.
- (i) Notify Absentee Ballot voter and provisional voters of the disposition of the Canvassing Board as required by law.
- (j) Record Absentee Ballot returns to voter history.
- (k) Conduct public testing of Logic and Accuracy for Absentee Ballot tabulating equipment.
- (l) Provide qualified staff to operate tabulation equipment to count Absentee Ballots.

G. Polling Places

(1) Municipality

- (a) Arrange for the use of an adequate number of polling places.
- (b) Confirm polling place accessibility and ADA compliance.
- (c) Notify SOE in writing thirty (30) days prior to election of the need for tables and chairs if necessary.
- (d) Notify SOE of polling locations to be used no later than noon the Friday after the municipal candidate qualifying deadline.
- (e) Notify the SOE not less than 30 days prior to the election that a polling place will be moved to another site.

(f) Notify voters, as required by law, if their regular polling place is to be temporarily relocated.

(2) **SOE**

- (a) Provide the Municipality with a list of polling places and SOE contract.
- (b) Provide tables and chairs upon written notice from the Municipality when required.
- (c) Provide polling place supplies, i.e. signs, cones, etc.
- (d) Notify voters and the Municipality of permanent polling place change(s).

H. Precinct Supplies

(1) **Municipality**

- (a) Pay SOE for precinct supplies provided.
- (b) Provide a secure place for precinct clerks to return supplies and voted ballots on election night.
- (c) Pay SOE for the production of Precinct Registers **or for programming electronic poll books.**
- (d) Pay directly to the SOE's contracted moving company to have voting equipment delivered and picked up from polling place no later than the day before the election and returned after the election.

(2) **SOE**

- (a) Provide Precinct Registers **or electronic poll books** for each polling place location.
- (b) Provide Master CD compilation of registered voters for precinct advisors **or provide up to date electronic poll books.**
- (c) Provide certification of registered voters after book closing.
- (d) Prepare equipment, cabinets, and routing of voting equipment delivery.
- (e) Provide laptop computer at each polling place **or electronic poll books.**
- (f) Provide CD of voter file database for each polling place **or up to date electronic poll books.**
- (g) Provide poll worker Clerks with cell phones.
- (h) Provide Provisional Ballot envelopes and affidavit forms for each polling place.
- (i) Provide secrecy sleeves in a number and amount appropriate for each polling place.

I. Poll Workers

(1) **Municipality**

- (a) Contact with and pay poll workers directly (using only poll workers who are currently on the SOE list, or individuals who have successfully completed required training).
- (b) Schedule and notify poll workers of training classes.
- (c) Reimburse SOE for expenses incurred for delivery and pick up of equipment to training locations.

- (d) Reimburse SOE for expenses incurred in printing training material.
- (e) Reimburse SOE for expenses incurred for trainers to train poll workers.
- (f) Reimburse SOE for expenses incurred for contracted training locations.

(2) SOE

- (a) Provide the Municipality with a list of current poll workers.
- (b) Develop poll worker training schedule.
- (c) Plan and contract for training classes and locations.
- (d) Contract with and pay trainers to train poll workers.
- (e) Provide printed training materials for poll workers.

J. Election Day Support

(1) Municipality

- (a) Verify that all polling places are available to poll workers no later than 6:00 a.m. and open for voting promptly at 7:00 a.m. on Election Day.
- (b) Ensure that all polling places remain open until 7:00 p.m. or until all voters who are in line to vote at 7:00 p.m. have completed voting.
- (c) Reimburse SOE for all phone bank costs.

(2) SOE

- (a) Assist in finding poll worker replacements if needed.
- (b) Provide technical support personnel as needed.
- (c) Provide phone bank support to respond to poll workers and voters on Election Day.

K. Ballot Tabulation/Counting of Election Results

(1) Municipality

- (a) Deliver all voted ballots and other necessary election related items to a place designated by the SOE after the polling places have closed on Election Day.
- (b) Deliver **all** voting machine cartridges to a place designated by the SOE after the polling places have closed on Election Day.
- (c) Reimburse the SOE for any staff overtime and other expenses in relation to the tabulation and processing of ballots on Election Day.
- (d) Act as member of Canvassing Board.

(2) SOE

- (a) Provide technical staff and required equipment to administer tabulation and election results.

(b) Assist and act, or appoint a designee to assist and act on the SOE's behalf, as a member of the Municipality's Canvassing Board if desired by the municipality or act as a member of the County Canvassing Board if it canvasses the municipality's election, if allowed by law.

(c) Post election results on SOE WEB site and provide the same to Channel 20.

(d) Provide the Municipal Clerk with unofficial election results upon conclusion of tabulation and canvassing of ballots cast on Election Day.

L. Post Election Day

(1) Municipality

(2) SOE

(a) Provide the Municipal Clerk with an official certification of election results if allowed by law.

(b) Store all necessary election records and ballots until the expiration of retention period prescribed by statutes.

(c) Process polling place affirmation forms.

(d) Sort, inventory, pack and store all election materials for retention and disposition.

(e) Notify voters of the disposition of their Absentee or Provisional Ballots after the

determination by the Canvassing Board, as required by law.

(f) Respond to public records requests regarding records kept on behalf of the Municipality.

(g) Record voting history for each voter who voted on Election Day.

M. Audit

(1) Municipality

(a) Provide that the Municipal Clerk will be responsible for the administration of the audit.

(b) Reimburse SOE for any staff time or other related expenses as may result from conducting the manual audit.

(2) SOE

(a) Organize precinct information to allow the Municipal Clerk to randomly select the race and precinct(s) that shall be audited.

(b) Organize and prepare ballots for manual audit.

(c) Provide SOE staff to conduct manual audit.

(d) Ascertain and publically post manual audit result to SOE WEB site.

N. Recount

(1) Municipality

- (a) Provide that the Municipal Clerk will be responsible for the administration of the Recount, with support and guidance from the SOE.
- (b) Act as a member of the Canvassing Board.
- (c) Notify the candidates of the time and date of the Recount.
- (d) Post public notice(s) of the Recount with the time and location.
- (e) Cause to have the Recount recorded and minutes kept and approved by the Canvassing Board.
- (f) Review with the Canvassing Board and the counting teams the statutes and rules of the Division of Elections, specifically Rule 1S-2.031. Recount Procedures; and Rule 1S-2.027. Standards for Determining Voter's Choice on a Ballot.
- (g) Reimburse the SOE for all staff salaries/overtime, facility and other expenses required to conduct the Recount.

(2) SOE

- (a) Post public notice(s) of the Recount with the time and location.
- (b) Test tabulating equipment as required by Sec. 101.5612, *Florida Statutes*.
- (c) Provide counting teams for examining out stacked ballots.
- (d) Prepare and organize ballots for Recount processing.
- (e) Tabulate ballots and provide professional staff for equipment operations.
- (f) Provide official certification as determined by the Canvassing Board.

5. INDEMNITY:

Each party to this agreement shall be liable for its own actions and negligence. To the extent permitted by law, the Municipality shall indemnify, defend and hold harmless SOE against any actions, claims or damages arising out of the Municipality's negligence in connection with performance under this Agreement; and the SOE shall indemnify, defend and hold harmless the Municipality against any actions, claims or damages arising out of the negligence of SOE in connection with its performance under this Agreement. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth at Sec. 768.28, *Florida Statutes*. In no case shall such limits for the Municipality extend beyond \$200,000 for any one person or beyond \$300,000 for any judgment which, when totaled with all other judgments, arises out of the same incident or occurrence. These provisions shall not be construed to constitute agreement by either party to indemnify the other for such other's negligent, willful or intentional acts or omissions. In the event of litigation, trial or appellate, between the Municipality and the SOE relating to a municipal election governed by this Agreement, or otherwise in connection with the interpretation or application of this Agreement, the prevailing party

shall be entitled to recover its reasonable attorneys' fees and costs from the non-prevailing party. Notwithstanding the above, the municipality shall defend legal challenges relating to its municipal election and shall be fully responsible for all legal costs including attorneys' fees for such defense of the Municipality and the SOE. The municipality shall be responsible for damages, if any, assessed by virtue of such lawsuit, up to the monetary limits provided for hereinabove without recourse to the SOE.

6. In the event of a Special Election, the municipality shall receive the approval of the Supervisor of Elections for the actual election date no later than 90 days prior to a Special Election unless otherwise provided in law. The expense of any Special Election shall include all actual costs incurred by the Supervisor of Elections, including hourly and salaried staff costs and other related election expenses as documented.

7. **TERM:**

This Agreement shall begin on the effective date January 1, 2014 and continue for a term of one year in order to cover Special Elections, if any, and may be modified by mutual agreement of the parties. Any proposed changes to this Agreement shall be provided to the municipalities no later than August 1 of the applicable year, or as soon as practicable.

8. **CHANGE IN LAW:**

In the event any change in law abrogates or modifies any provisions or applications of this Agreement, the parties hereto agree to enter into good faith negotiations and use their best efforts to reach a mutually acceptable modification of this Agreement.

9. **NOTICES:**

All formal notices affecting the provisions of this Agreement may be delivered in person or be sent by facsimile, registered mail, or by a recognized overnight courier such as FedEx, to the individual designated below, until such time as either party furnishes the other party written instructions to contact another individual.

For the SOE:	For the Municipality:
Supervisor of Elections	<u>Town of Lake Park</u>
240 S. Military Trail	<u>535 Park Avenue</u>
West Palm Beach, Florida 33415	<u>Lake Park, FL, 33403</u>
Attention: Susan Bucher	<u>Attention: Town Clerk</u>

10. **SEVERABILITY:**

If any clause, section, or provision of this Agreement shall be declared to be unconstitutional, invalid or unenforceable for any cause or reason, or is abrogated or negated by a change in law, the same shall be eliminated from this Agreement, and the remaining portion of this Agreement shall be in full force and effect and be valid as if such invalid portions thereof had not been incorporated herein.

11. By signing this contract, you and your municipality approve the contract as a form of legal sufficiency and certify that this contract has met all of the legal requirements of your Municipal Charter and all other related laws.

12. **NO MODIFICATION EXCEPT IN WRITING:**

This is the complete and final agreement between the parties. No representations other than those set forth herein shall be binding upon the parties. No modification of this agreement shall be effective unless submitted in writing and signed by both parties, or their duly authorized representatives.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement effective January 1, 2014.

As to the SOE:

WITNESSES:

SUPERVISOR OF ELECTIONS
PALM BEACH COUNTY

Susan Bucher

Date: _____

As to the MUNICIPALITY:

ATTEST:

Town of Lake Park

_____, Town Clerk

_____, Mayor

(Affix Municipal Seal)

Date: _____

EXHIBIT A

**PALM BEACH COUNTY SUPERVISOR OF ELECTIONS
Municipal Elections Charges**

ORIGINAL UNIFORM ELECTION CHARGES - 2009 *

MUNICIPALITY	MUNICIPAL PACKAGE	ABSENTEE BALLOTS		PRECINCTS		TOTAL COST
		# ballots	@3.75	# precincts	@ \$155	
HAVERHILL	\$2,338	40	\$150	4	\$620	\$3,108
RIVIERA BEACH	\$2,338	1,209	\$4,534	17	\$2,635	\$9,507
BOCA RATON	\$2,338	3,304	\$12,390	47	\$7,285	\$22,013

UNIFORM ELECTION CHARGES - 2012/2013 *

MUNICIPALITY	MUNICIPAL PACKAGE	ABSENTEE BALLOTS		PRECINCTS		TOTAL COST AND % CHANGE	
		# ballots	@4.72	# precincts	@ \$159.40		
HAVERHILL	\$2,407	40	\$189	4	\$638	\$3,234	4%
RIVIERA BEACH	\$2,407	1,209	\$5,706	17	\$2,710	\$10,824	14%
BOCA RATON	\$2,407	3,304	\$15,595	47	\$7,492	\$25,494	16%

* *Costs exclude expenses absorbed by municipalities i.e.; pollworker payroll, precinct rentals, precinct ballot printing, advertising and precinct security*

EXHIBIT A

**PALM BEACH COUNTY SUPERVISOR OF ELECTIONS
Municipal Elections Charges**

2014 Uniform Election Costs *

MUNICIPALITY	MUNICIPAL PACKAGE	ABSENTEE BALLOTS		PRECINCTS		TOTAL COST	% Difference Versus 2013 Uniform Cost
		# ballots	@4.93	# precincts	@ \$152.52		
HAVERHILL	\$2,466	40	\$197	4	\$610	\$3,273	1%
RIVIERA BEACH	\$2,466	1,209	\$5,960	17	\$2,593	\$11,019	2%
BOCA RATON	\$2,466	3,304	\$16,289	47	\$7,168	\$25,923	2%

2014 One Municipal *

MUNICIPALITY	MUNICIPAL PACKAGE	ABSENTEE BALLOTS		PRECINCTS		TOTAL COST	% Difference Versus 2013 Uniform Cost
		# ballots	@5.90	# precincts	@ \$157.87		
HAVERHILL	\$5,385	40	\$236	4	\$631	\$6,253	91%
RIVIERA BEACH	\$5,385	1,209	\$7,133	17	\$2,684	\$15,202	38%
BOCA RATON	\$5,385	3,304	\$19,494	47	\$7,420	\$32,299	25%

EXHIBIT B

**Palm Beach County Supervisor of Elections Office
Summary of Activity For Uniform Municipal Elections**

January 2014

	<u>Costs</u>	
<u>ABSENTEE BALLOTS</u>	<u>\$5.23</u>	Cost per AB Ballot processed
* AB set up Fee	\$0.04	
* On Call service -Pitney Bowes	\$0.24	
* Process Absentee Ballot Requests	2.59	
* Prepare and mail Absentee Ballots (machine use, staff time, voter file, postage), record/verify absentee ballot returns, prepare/opening of absentee ballots for tabulation	1.36	
* Provide absentee voting - prep and mailing	0.90	
* Notification to Absentee Ballot and provisional voters on the disposition of Canvassing Board	0.10	
<u>MUNICIPAL PACKAGE</u>	<u>2,466</u>	Cost per Municipal
* Arrange for translating, printing and recording of audio ballot	TBD	
* Provide polling place supplies – signs, cones, tables, chairs, etc.	25.00	
* Assist in finding poll worker replacements	46.63	
* Develop master CD compilation for precinct advisors or provide programmable electronic poll books	75.20	
* Provide certification of registered voters after book closing	60.84	
* Prepare Absentee Ballot, Edge layout and Sample Ballot	272.09	
* Publish legal notices for L&A testing, canvass and post elections and news releases on book closing, absentee ballots and other election related news	81.93	
* L&A test - development of a unique test script, manual ballot marking, pretesting for comparisons and pulling equipment for public tests	211.24	
* Election Day support (SOE staff and phone bank)	398.43	
* Election night support- incl OT (SOE staff, vote tabulation and vote certification)	638.11	
* Assist municipality with canvass of Absentee Ballots, schedule canvass and act as member of Canvassing Board	293.60	
* Post election results on WEB site and Channel 20	92.36	
* Interface with candidates, press, city staff, city attorneys regarding Election Law	157.37	
* Conduct mandatory audit post election	112.80	
<u>PRECINCT SERVICES</u>	<u>\$152.52</u>	Cost per precinct
* Provide Clerk Bags i.e. precinct registers or programmed electronic poll books, affidavits, supplies etc.	24.24	
* Delivery and Pick up of voting equipment to training locations	2.43	
* Prepare precinct scanners and ADA Touch screen equipment	19.55	
* Prepare equipment cabinets and routing of voter equipment	19.55	
* Copy of current poll workers	0.15	
* Create and retain voting history (post elections)	18.16	
* Plan training class locations/train pollworkers/provide printed training materials	58.44	
* Provide laptop computers for Precinct Advisors or programmed electronic poll books	5.83	
* Notification of provisionsal ballot outcome	3.52	
* Copy of current polling place contract	0.15	
* Provide CD of voter file database or programmed poll books for Precinct Advisors	0.50	

	C	L	M	N	O	P	Q	R	S	T	U	V	W					
1	Supervisor of Elections Municipal Elections Activity																	
2	-----2014 VALUATION -----																	
3																		
4	Costs - One Municipal			Costs - Two Municipals			Costs - Three Municipals			Costs - Nine Municipals			Costs - 16 Municipals					
30	Interface with candidates, press, city staff, city attorneys regarding Election Law			157.37 2 hours CK and SB per city			157.37 2 hours CK and SB per city			157.37 2 hours CK and SB per city			157.37 2 hours CK and SB per city					
31	Assist in finding poll worker replacements			46.63 2 PW staff 1 hour per muni			46.63 2 PW staff 1 hour per muni			46.63 2 PW staff 1 hour per muni			46.63 2 PW staff 1 hour per muni					
32	Conduct mandatory audit days after election			112.80 1/3 hour SB,JD,CK, TE and 3 staff members per muni			112.80 1/3 hour SB,JD,CK, TE and 3 staff members per muni			112.80 1/3 hour SB,JD,CK, TE and 3 staff members per muni			112.80 1/3 hour SB,JD,CK, TE and 3 staff members per muni					
33	Store all ballots for mandatory 12 months																	
34	Develop master CD compilation for precinct advisors or provide programmable electronic poll books			75.20 1 hour JD per muni			75.20 1 hour JD per muni			75.20 1 hour JD per muni			75.20 1 hour JD per muni					
35	Provide certification of registered voters after book closing			60.84 1 hour CK per muni			60.84 1 hour CK per muni			60.84 1 hour CK per muni			60.84 1 hour CK per muni					
36	Prepare Absentee Ballot, Edge layout and Sample Ballot			121.69 2 hours per city - Tony			121.69 2 hours per city - Tony			121.69 2 hours per city - Tony			121.69 2 hours per city - Tony					
37	Prepare Absentee Ballot, Edge layout and Sample Ballot			150.40 2 hours per city - Jeff			150.40 2 hours per city - Jeff			150.40 2 hours per city - Jeff			150.40 2 hours per city - Jeff					
39	TOTAL MUNICIPAL PACKAGE SERVICES			Municipal Package Cost excluding translation services 5,385.39			4,012.22			3,328.94			Municipal Package Cost 2,246.10			Municipal Package Cost excluding translation services 2,465.61		
40																		
41	PRECINCT SERVICES																	
42	Provide Clerk Bags i.e. precinct registers or programmed electronic poll books, affidavits, supplies etc.			24.24 registers \$.15/page/100 pgs/register , IT staff time five registers per hour			24.24 registers \$.15/page/100 pgs/register , IT staff time five registers per hour			24.24 registers \$.15/page/100 pgs/register , IT staff time five registers per hour			24.24 registers \$.15/page/100 pgs/register , IT staff time five registers per hour					
43	Delivery and Pick up of voting equipment to training locations			7.79 One training location required at 93.50 per stop			3.90 One training location required at 93.50 per stop			5.19 93.50 per stop 2 training locations;50 precincts			4.33 93.50 per stop 5 training locations; 108 precincts			2.43 93.50 per stop 5 training locations		
44	Prepare equipment cabinets and routing of voter equipment			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct		
45	Prepare precinct scanners and ADA Touch screen equipment			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct			19.55 40 staff minutes(.67 hr) and 2.5 manager minutes per precinct		
46	Create and retain voting history (post elections)			18.16 one hour;CK staff per precinct			18.16 one hour;CK staff per precinct			18.16 one hour;CK staff per precinct			18.16 one hour;CK staff per precinct			18.16 one hour;CK staff per precinct		

	C	L	M	N	O	P	Q	R	S	T	U	V	W	
1	Supervisor of Elections Municipal Activity													
2	-----2014 VALUATION -----													
3														
4			Costs - One Municipal	Costs - Two Municipals	Costs - Three Municipals	Costs - Nine Municipals	Costs - 16 Municipals							
47	Plan training class locations/trainers payroll/printed training materials		58.44	22 training hours (clerk 6 hrs,PA 5 hrs, Inspector 4 hrs and deputy 3 hours 2 prep hours) per city @ \$29 per hr (\$17 trainer and \$12 asst trainer) plus training materials and 1 hour PW staff	58.44	22 training hours (clerk 6 hrs,PA 5 hrs, Inspector 4 hrs and deputy 3 hours 2 prep hours) per city @ \$29 per hr (\$17 trainer and \$12 asst trainer) plus training materials and 1 hour PW staff	58.44	22 training hours (clerk 6 hrs,PA 5 hrs, Inspector 4 hrs and deputy 3 hours 2 prep hours) per city @ \$29 per hr (\$17 trainer and \$12 asst trainer) plus training materials and 1 hour PW staff	58.44	22 training hours (clerk 6 hrs,PA 5 hrs, Inspector 4 hrs and deputy 3 hours 2 prep hours) per city @ \$29 per hr (\$17 trainer and \$12 asst trainer) plus training materials and 1 hour PW staff			58.44	22 training hours (clerk 6 hrs,PA 5 hrs, Inspector 4 hrs and deputy 3 hours 2 prep hours) per city @ \$29 per hr (\$17 trainer and \$12 asst trainer) plus training materials and 1 hour PW staff
48	Provide laptop computers for Precinct Advisors or programmed electronic poll books		5.83	Staff 1/4 hour per precinct;	5.83	Staff 1/4 hour per precinct;	5.83	Staff 1/4 hour per precinct;	5.83	Staff 1/4 hour per precinct;			5.83	Staff 1/4 hour per precinct;
49	Notification to provisional voters re: the disposition of Canvassing Board		3.52	10 minutes plus \$.45 mailing cost per provisional ballot response 1 provisional per precinct and .49 postage	3.52	10 minutes plus \$.45 mailing cost per provisional ballot response 1 provisional per precinct and .49 postage	3.52	10 minutes plus \$.45 mailing cost per provisional ballot response 1 provisional per precinct and .49 postage	3.52	10 minutes plus \$.45 mailing cost per provisional ballot response 1 provisional per precinct and .49 postage			3.52	10 minutes plus \$.49 mailing cost per provisional ballot response
50	Copy of current polling place contract		0.15	Copy of polling place contract	0.15	Copy of polling place contract	0.15	Copy of polling place contract	0.15	Copy of polling place contract			0.15	Copy of polling place contract
51	Copy of current poll workers		0.15	list of precinct poll workers	0.15	list of precinct poll workers	0.15	list of precinct poll workers	0.15	list of precinct poll workers			0.15	list of precinct poll workers
52	Provide CD of voter file database or programmed poll books for Precinct Advisors		0.50	\$.50 per precinct	0.50		0.50		0.50				0.50	
53														
54	SERVICES		157.87	Cost per precinct	153.98	Cost per precinct	155.28	Cost per precinct	154.41	Cost per precinct			152.52	Cost per precinct
55				avg of 12 Precincts per municipal				12 Precincts assumed		12 Precincts assumed				12 Precincts per muni /192 precincts /16 municipalities

Ordinance
on
First Reading

TAB 3



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 4, 2013

Agenda Item No. *Tab 3*

Agenda Title: STAFF INITIATED REQUEST TO PROVIDE MORE FLEXIBILITY TO THE SPECIAL EVENT SIGNAGE REGULATIONS IN SECTION 70-103(3)(E) OF THE TOWN OF LAKE PARK CODE OF ORDINANCES.

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

Approved by Town Manager *[Signature]* Date: *11/20/13*

Nadia Di Tommaso / Community Development Director
Name/Title *[Signature]*

Originating Department: Community Development	Costs: \$ 0 Funding Source: Acct: <input type="checkbox"/> Finance	Attachments: → Ordinance __-2013
Advertised: <i>N/A on 1st reading</i> Date: Paper: <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone OR Not applicable in this case <u><i>ND</i></u> Please initial one.

Summary Explanation/Background:

The Community Development Department is seeing an increase in the number of commercial special events taking place in the Town. These special events range from private property sales to street festivals. In an effort to further promote these events and the positive effect they generally have on the Town as a whole, staff is proposing to modify the special event signage requirements in the Town's Code of Ordinances in an attempt to make these regulations more flexible. Staff is proposing to increase the number of signs allowed around the event site to one (1) sign per two-hundred (200) feet of street frontage **instead** of the existing one (1) sign per five-hundred (500) feet of street frontage. For example, for a property with 500 feet of street frontage, this would allow them to install two (2) special event signs, instead of one (1) as currently regulated. Additionally, staff is

proposing to allow for the special event signage to be installed up to fourteen (14) consecutive days prior to the start of the event, rather than the existing seven (7) days.

Staff is proposing the following modifications, as underlined below:

Section 70-103(3)(e)

(e)

Temporary signs for commercial special events. Temporary signs and displays announcing and promoting a special business event such as a sale, introduction of a new product, store liquidation, etc., may be permitted in addition to those permanent signs which have been previously approved provided they are placed on the lot where the business promoting a special event is located. Temporary signs are permitted to be placed on the property for no more than fourteen ~~seven~~ consecutive days prior to the start of the approved special event. Signs established pursuant to this section shall not be subject to the prohibition of portable signs set forth in subsection 70-102 (2) (9) (13), (15), (16) and (19). Application for temporary event sign ~~must~~ shall be accompanied by a special event application, as applicable.

- (1) Permitted content: Any message identifying the event including the type of sale, the address, dates and hours of the sale, directional information and other related event information.
- (2) Maximum number: One per 200 ~~500~~ feet or fraction thereof of each street frontage.
- (3) Location: Only within the boundaries of the event site. The placement of a temporary special event sign on public property is subject to the approval of the Recreation Director.
- (4) Minimum setbacks: Five feet from any property line, provided however that signs are not permitted within visibility triangles as described in Section 78-253(c)(9).
- (5) Maximum height: Twelve feet or five feet below the highest point on the building facade whichever is higher.
- (6) Upon completion of the event, such sign shall be removed within 48 hours. In no case shall a temporary event sign stay in place longer than fourteen ~~seven~~ consecutive days preceding the start of the event with the exception of

grand opening or business change signage as provided for in subsection 70-103.3(e)(10).

- (7) Illegally placed temporary signs shall be removed by the candidate or by the town failing the timely removal of the sign as required herein at the sole expense of the property owner, sign owner, and/or individual responsible for the illegal placement. Failure to remove such signs shall result in the imposition of a fine in an amount established by resolution of the town commission but not to exceed \$250.00 for the first violation, together with an assessment of the town's administrative costs; repeat violations are subject to the imposition of a \$500.00 fine together an assessment of the town's administrative costs.
- (8) Large displays such as inflatable balloons announcing a grand opening or anniversary event may be permitted through the special event application process with the approval of the community development director or designee.
- (9) All temporary signage must be professionally produced.
- (10) Temporary signs and displays announcing the opening of a new business or the change in ownership of an established business or the change of location of a business with a current Lake Park address to another Lake Park address. Temporary signs and displays announcing the opening of a new business or the change of ownership of an established business shall be permitted in addition to other signs which may be permitted on the lot where located. Temporary signage announcing the change of location of an existing Lake Park business to another local in-town address shall be permitted to be placed at the old address with the property owner's permission. Such signs shall not remain in place for more than 60 days. Signs established pursuant to this section shall not be subject to the prohibition of portable signs set forth in subsections 70-102 (2), (9), (13), (15), (16) and shall be exempt from any permit fee, however a signage application is still required. Failure to remove such signs shall result in the imposition of a fine in an amount established by resolution of the town commission but not to exceed \$250.00 for the first violation, together with an assessment of the town's administrative costs; repeat violations are subject to the imposition of a \$500.00 fine together with an assessment of the town's administrative costs.

**Recommended Motion: I MOVE TO APPROVE ORDINANCE NO. 16-2013
on first reading.**

ORDINANCE 16-2013

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING SECTION 70-103(3)(e) OF CHAPTER 70, ARTICLE IV, AUTHORIZING THE PLACEMENT OF TEMPORARY SIGNS FOR COMMERCIAL SPECIAL EVENTS; PROVIDING FOR THE NUMBER OF TEMPORARY SIGNS AND THE DURATION OF THEIR PLACEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR THE REPEAL OF ALL LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Lake Park, Florida 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 a comprehensive sign Code which has been codified in Chapter 70, Articles I through IV, and Sections 70-1 through 70-108 of the Town's Code of Ordinances; and

WHEREAS, the Community Development staff has recommended that the Town Commission amend Town Code, Chapter 70, Article IV, Section 70-103(3)(e), to allow for flexibility in the number and duration of signs for commercial special events approved by the Town; and

WHEREAS, the Town Commission has determined that increasing the number of temporary special event signs and increasing the duration that these signs are permitted to advertise commercial special events would benefit the businesses in the Town and the Town.

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

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

Section 2. Chapter 70, Article IV, Section 70-103(3)(e) of the Town Code is hereby amended to read as follows:

(e)

Temporary signs for commercial special events. Temporary signs and displays announcing and promoting a special business event such as a sale, introduction of a new product, store liquidation, etc., may be permitted in addition to those permanent signs which have been previously approved provided they are placed on the lot where the business promoting a special event is located. Temporary signs are permitted to be placed on the property for no more than fourteen seven consecutive days prior to the start of the approved special event. Signs established pursuant to this section shall not be subject to the prohibition of portable signs set forth in subsection 70-102 (2) (9) (13), (15), (16) and (19). Application for temporary event sign ~~must~~ shall be accompanied by a special event application, as applicable.

- (1) Permitted content: Any message identifying the event including the type of sale, the address, dates and hours of the sale, directional information and other related event information.
- (2) Maximum number: One per 200 500 feet or fraction thereof of each street frontage.
- (3) Location: Only within the boundaries of the event site. The placement of a temporary special event sign on public property is subject to the approval of the Recreation Director.

- (4) Minimum setbacks: Five feet from any property line, provided however that signs are not permitted within visibility triangles as described in Section 78-253(c)(9).
- (5) Maximum height: Twelve feet or five feet below the highest point on the building facade whichever is higher.
- (6) Upon completion of the event, such sign shall be removed within 48 hours. In no case shall a temporary event sign stay in place longer than fourteen ~~seven~~ consecutive days preceding the start of the event with the exception of grand opening or business change signage as provided for in subsection 70-103.3(e)(10).
- (7) Illegally placed temporary signs shall be removed by the candidate or by the town failing the timely removal of the sign as required herein at the sole expense of the property owner, sign owner, and/or individual responsible for the illegal placement. Failure to remove such signs shall result in the imposition of a fine in an amount established by resolution of the town commission but not to exceed \$250.00 for the first violation, together with an assessment of the town's administrative costs; repeat violations are subject to the imposition of a \$500.00 fine together an assessment of the town's administrative costs.
- (8) Large displays such as inflatable balloons announcing a grand opening or anniversary event may be permitted through the special event application process with the approval of the community development director or designee.
- (9) All temporary signage must be professionally produced.

- (10) Temporary signs and displays announcing the opening of a new business or the change in ownership of an established business or the change of location of a business with a current Lake Park address to another Lake Park address. Temporary signs and displays announcing the opening of a new business or the change of ownership of an established business shall be permitted in addition to other signs which may be permitted on the lot where located. Temporary signage announcing the change of location of an existing Lake Park business to another local in-town address shall be permitted to be placed at the old address with the property owner's permission. Such signs shall not remain in place for more than 60 days. Signs established pursuant to this section shall not be subject to the prohibition of portable signs set forth in subsections 70-102 (2), (9), (13), (15), (16) and shall be exempt from any permit fee, however a signage application is still required. Failure to remove such signs shall result in the imposition of a fine in an amount established by resolution of the town commission but not to exceed \$250.00 for the first violation, together with an assessment of the town's administrative costs; repeat violations are subject to the imposition of a \$500.00 fine together with an assessment of the town's administrative costs.

Section 3. Severability.

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

Section 4. Codification.

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

Section 5. Repeal of Laws in Conflict.

All Ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. Effective Date.

This Ordinance shall take effect immediately upon adoption by the Town Commission.

TAB 4



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 4, 2013

Agenda Item No.

Tab 4

Agenda Title: STAFF INITIATED REQUEST TO UPDATE THE CAPITAL IMPROVEMENT SCHEDULE IN THE TOWN'S COMPREHENSIVE PLAN CAPITAL IMPROVEMENTS ELEMENT.

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

Approved by Town Manager  Date: 11/20/13

Nadia Di Tommaso / Community Development Director 
Name/Title

Originating Department: Community Development	Costs: \$ 0 Funding Source: Acct: <input type="checkbox"/> Finance	Attachments: → Ordinance __-2013
Advertised: <i>N/A on 1st reading</i> Date: Paper: <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone or Not applicable in this case <u>ND</u> Please initial one.

Summary Explanation/Background:

Beginning in 2005, local governments were required to update their five-year Capital Improvements Schedule (CIS) as an annual amendment to the Comprehensive Plan to demonstrate a financially feasible schedule. Per House Bill (HB) 7207, the "Community Planning Act", adopted on June 2, 2011, the five-year schedule of capital improvements is no longer required to demonstrate that the CIS is financially feasible; however, local governments must still review and update the CIS by an Ordinance which is *not* subject to the review of the Department of Economic Opportunity (formerly the Department of Community Affairs). **Such modifications to update the five-year CIS may not be deemed to be amendments to the local Comprehensive Plan.** Due to the fact that such an

update is still accomplished by the adoption of an Ordinance by the Town Commission, a public hearing is required and will be advertised accordingly on second reading.

Staff is proposing the following update to the CIS:

**2013/14 UPDATE TO THE TOWN OF LAKE PARK
COMPREHENSIVE PLAN CAPITAL IMPROVEMENTS ELEMENT AND
FIVE YEAR CAPITAL IMPROVEMENT SCHEDULE**

- Amend Policy 1.11 as follows:

Policy 1.11 The following Capital Improvements Schedule, as it is annually updated in accordance with State growth management requirements, includes all projects scheduled to meet or improve the adopted Level of Service Standards during the five-year planning period, and other projects that further implementation of this Comprehensive Plan and its goals, objectives and policies.

**TOWN OF LAKE PARK FIVE YEAR CAPITAL IMPROVEMENT SCHEDULE I¹
2014~~3~~- 2016~~8~~**

Project Category	Project Name	11/12	12/13	13/14	14/15	15/16	16/17	17/18	Funding Source
4	Shuttering and hardening of all Town buildings	\$225,000	0	0	0 <u>\$125,000</u>	0 <u>\$100,000</u>	0	0	Grant
4	Tennis courts and ballfields resurfacing and lighting	\$100,000	0	0	0 <u>\$50,000</u>	0 <u>\$100,000</u>	0	0	Grant
2, 4	Lake Shore Drive Drainage Improvements	0	\$1,000,000	\$1,000,000	\$1,000,000 <u>\$800,000</u>	\$1,000,000 <u>\$800,000</u>	<u>\$800,000</u>	<u>\$800,000</u>	Stormwater Utility Assessment, Grant
4	Lake Shore Drive Promenade	0	0	\$1,000,000	\$1,000,000 <u>150,000</u>	0			Grant
4	New marina parking lot	\$338,000	0	0	0 <u>\$500,000</u>	0 <u>\$500,000</u>	<u>\$500,000</u>	<u>\$500,000</u>	Grant
2, 4	10 th Street south of Park Avenue – drainage, lighting, paving, trees	0	\$500,000	\$500,000	\$500,000	\$500,000	<u>\$500,000</u>	<u>\$500,000</u>	Grant, Stormwater Utility Assessment,
2, 4	Ball field Expansion/Renovation	0	\$750,000	\$750,000	\$750,000	\$750,000			Grant
4	Community center/shelter	0	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000			Grant

¹ Note: The Town's ability to implement the projects in accordance with this schedule is contingent upon the receipt of grant funds as identified in the "Funding Source" column.

4	Art in Public Places	\$75,000	\$75,000	\$75,000	\$75,000	0			Grant
4	Artist live/work space	0	\$2,000,000	\$2,000,000	\$2,000,000	0			Grant
4	Marina breakwater, bulkhead, transient slips, move fuel docks, moorings	0	\$400,000	\$400,000	\$200,000	0	0	0	Grant
				<u>\$480,000</u>	<u>\$500,000</u>				
2,4	Park Avenue Improvements from US-1 to 7 th Street to 10 th Street	0	\$875,000	\$875,000	\$875,000	\$875,000	\$300,000	\$300,000	Grant, CRA Funding
					<u>\$300,000</u>	<u>\$300,000</u>			
4	Town Hall Renovations (Floor Mirror Ballroom, Exterior Painting, Ceiling Clerk's Office, Awnings Exterior Doors, Stage Replacement Refinishing, Window/Door repairs)	0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	Grant
2	Vehicle Replacement Plan	0	\$144,000	\$252,000	\$753,000	\$93,000	\$753,000	\$93,000	General Fund, Stormwater Utility, Assessment Sanitation Fund
					<u>\$144,000</u>	<u>\$252,000</u>			
2	Sanitary Sewers in Tri-City Industrial Park; Lake Park Public Works; and Water Tower Road/Old Dixie Highway commercial property				\$300,000	\$300,000	\$300,000	\$300,000	Special Assessment
	Total	\$738,000	\$6,819,000	\$7,927,480,000	\$8,228,344,000	\$4,293,292,000	\$3,228,000	\$2,568,000	

Project Category Codes

- 1 – Project necessary to achieve Level of Service
- 2 – Project will enhance ability to continue to meet Level of Service
- 3 – Project will enhance ability to meet Level of Service for Optional Element
- 4 – Project will further the achievement of Comprehensive Plan goals, objectives and policies.

TOWN OF LAKE PARK ESTIMATED FUNDING SOURCES FOR CAPITAL IMPROVEMENTS 2014-2016

Funding Source	11/12	12/13	13/14	14/15	15/16	16/17	17/18
General Fund	\$0	\$48,000	\$84,000	\$251,000 \$48,000	\$31,000 \$84,000	\$251,000	\$31,000
Stormwater Utility Assessment	\$0	\$405,000	\$441,000	\$608,000 \$373,000	\$388,000 \$409,000	\$576,000	\$356,000
Grants	\$738,000	\$6,318,000	\$7,318,000 \$480,000	\$7,118,000 \$2,600,000	\$3,843,000 \$1,975,000	\$1,775,000	\$1,775,000
Sanitation Fund	\$0	\$48,000	\$84,000	\$251,000 \$48,000	\$31,000 \$84,000	\$251,000	\$31,000
Special Assessment			0	\$300,000	\$300,000	\$300,000	\$300,000
CRA Funding			0	\$75,000	\$75,000	\$75,000	\$75,000
Total	\$738,000	\$6,819,000	\$7,927,480,000	\$8,2283,444,000	\$4,2932,927,000	\$3,228,000	\$2,568,000

Recommended Motion: I MOVE TO APPROVE ORDINANCE NO. 17-2013 on first reading.

ORDINANCE NO. 17-2013

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, UPDATING THE CAPITAL IMPROVEMENTS ELEMENT OF ITS COMPREHENSIVE PLAN; PROVIDING FOR AN UPDATED FIVE YEAR CAPITAL IMPROVEMENTS SCHEDULE; PROVIDING FOR THE UPDATE TO THE TEXT OF THE CAPITAL IMPROVEMENTS SCHEDULE SO AS TO BE CONSISTENT WITH THE NEW SCHEDULE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida State Legislature originally of the State of Florida has previously mandated that all required local governments to must annually amend their comprehensive plans to update the Capital Improvements Element, including the Five Year Schedule of Capital Improvements contained therein; and

WHEREAS, pursuant to House Bill 7207 the Florida Legislature has repealed the requirement that local governments annually amend their comprehensive plans thereby removing the obligation of the state land planning agency's review of the plan amendments of local governments such that a local government is no longer required to annually adopt an amendment to the local government's comprehensive plan; and

WHEREAS, the new legislation requires only that local governments are now only required to review their Capital Improvements Element and adopt any update thereto pursuant to an Ordinance which is not subject to review by the State land planning agency; and

WHEREAS, the Town staff has prepared an Ordinance which amends the Schedule in the Capital Improvements Element of its comprehensive plan, and;

WHEREAS, the Town Commission of the Town of Lake Park has held the duly required public hearings to adopt this update to its Comprehensive Plan in accordance with the adoption of its Ordinance.

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

Section 1: The whereas clauses are incorporated herein as the Commission's legislative findings, foregoing facts and recitations contained in the preamble to this Ordinance are hereby adopted and incorporated by reference as if fully set forth herein.

Section 2: The Exhibit "A" which is attached hereto and incorporated herein contains the text of the 2013 Update to the Town of Lake Park Comprehensive Plan Capital Improvements Element's Five Year Capital Improvements Schedule. is attached hereto as Exhibit "A" and incorporated herein. The text adopted in Exhibit "A" shall become a part of and amend the previously adopted text of the Capital Improvements Element

Section 3: A copy of the current Comprehensive Plan, as amended from time to time, shall be kept on file in the Office of the Town Clerk, Town of Lake Park, Florida.

Section 4: A The Community Development Director shall also maintain a copy of the current Comprehensive Plan, as amended from time to time shall also be maintained in the Department of the Town of Lake Park in the office of Community Development.

Section 5: All Ordinances or parts of Ordinances in conflict are hereby repealed.

Section 6: Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a Court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this Ordinance.

Section 7: The Ordinance shall become effective upon adoption.

EXHIBIT "A"
2013/14 UPDATE TO THE TOWN OF LAKE PARK
COMPREHENSIVE PLAN CAPITAL IMPROVEMENTS ELEMENT AND
FIVE YEAR CAPITAL IMPROVEMENT SCHEDULE

1. Amend Policy 1.11 as follows:

Policy 1.11 The following Capital Improvements Schedule, as it is annually updated in accordance with State growth management requirements, includes all projects scheduled to meet or improve the adopted Level of Service Standards during the five-year planning period, and other projects that further implementation of this Comprehensive Plan and its goals, objectives and policies.

TOWN OF LAKE PARK FIVE YEAR CAPITAL IMPROVEMENT SCHEDULE¹
2014-2018

Project Category	Project Name	11/12	12/13	13/14	14/15	15/16	16/17	17/18	Funding Source
4	Shuttering and hardening of all Town buildings	\$225,000	0	0	0 \$125,000	0 \$100,000	0	0	Grant
4	Tennis courts and ballfields resurfacing and lighting	\$100,000	0	0	0 \$50,000	0 \$100,000	0	0	Grant
2, 4	Lake Shore Drive Drainage Improvements	0	\$1,000,000	\$1,000,000	\$1,000,000 0 \$800,000	\$1,000,000 \$800,000	\$800,000	\$800,000	Stormwater Utility Assessment, Grant
4	Lake Shore Drive Promenade	0	0	\$1,000,000	\$1,000,000 0 150,000	0			Grant
4	New marina parking lot	\$338,000	0	0	0 \$500,000	0 \$500,000	\$500,000	\$500,000	Grant
2, 4	10 th Street south of Park Avenue – drainage, lighting, paving, trees	0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	Grant, Stormwater Utility Assessment
2, 4	Ball field Expansion/Renovation	0	\$750,000	\$750,000	\$750,000	\$750,000			Grant
4	Community center/shelter	0	\$1,000,000	\$1,000,000	\$1,000,000 0	\$1,000,000			Grant
4	Art in Public Places	\$75,000	\$75,000	\$75,000	\$75,000	0			Grant
4	Artist live/work space	0	\$2,000,000	\$2,000,000	\$2,000,000 0	0			Grant

¹ Note: The Town's ability to implement the projects in accordance with this schedule is contingent upon the receipt of grant funds as identified in the "Funding Source" column.

4	Marina breakwater, bulkhead, transient slips, move fuel docks, moorings	0	\$400,000	\$400,000 <u>\$480,000</u>	\$200,000 <u>\$500,000</u>	0	<u>0</u>	<u>0</u>	Grant
2,4	Park Avenue Improvements from US-1 to 7 th Street to 10 th Street	0	\$875,000	\$875,000	\$875,000 <u>\$300,000</u>	\$875,000 <u>\$300,000</u>	\$300,000	\$300,000	Grant, CRA Funding
4	Town Hall Renovations (Floor Mirror Ballroom, Exterior Painting, Ceiling Clerk's Office, Awnings Exterior Doors, Stage Replacement Refinishing, Window/Door repairs)	0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	Grant
2	Vehicle Replacement Plan	0	\$144,000	\$252,000	\$753,000 <u>\$144,000</u>	\$93,000 <u>\$252,000</u>	\$753,000	\$93,000	General Fund, Stormwater Utility Assessment, Sanitation Fund
2	Sanitary Sewers in Tri-City Industrial Park; Lake Park Public Works; and Water Tower Road/Old Dixie Highway commercial property				\$300,000	\$300,000	\$300,000	\$300,000	Special Assessment
	Total	\$738,000	\$6,819,000	\$7,927,480,000	\$8,228,344,000	\$4,293,292,000	\$3,228,000	\$2,568,000	

Project Category Codes

- 1 – Project necessary to achieve Level of Service
- 2 – Project will enhance ability to continue to meet Level of Service
- 3 – Project will enhance ability to meet Level of Service for Optional Element
- 4 – Project will further the achievement of Comprehensive Plan goals, objectives and policies.

**TOWN OF LAKE PARK ESTIMATED FUNDING SOURCES FOR CAPITAL
IMPROVEMENTS 20143-20168**

Funding Source	11/12	12/13	13/14	14/15	15/16	16/17	17/18
General Fund	\$0	\$48,000	\$84,000	\$251,000 \$48,000	\$31,000 \$84,000	\$251,000	\$31,000
Stormwater Utility Assessment	\$0	\$405,000	\$441,000	\$608,000 \$373,000	\$388,000 \$409,000	\$576,000	\$356,000
Grants	\$738,000	\$6,318,000	\$7,318,000 \$480,000	\$7,118,000 \$2,600,000	\$3,843,000 \$1,975,000	\$1,775,000	\$1,775,000
Sanitation Fund	\$0	\$48,000	\$84,000	\$251,000 \$48,000	\$31,000 \$84,000	\$251,000	\$31,000
Special Assessment			0	\$300,000	\$300,000	\$300,000	\$300,000
CRA Funding			0	\$75,000	\$75,000	\$75,000	\$75,000
Total	\$738,000	\$6,819,000	\$7,927,480,000	\$8,2283,444,000	\$4,2932,927,000	\$3,228,000	\$2,568,000

New Business

TAB 5



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 4, 2013

Agenda Item No. *Tab 5*

Agenda Title: Authorizing the Mayor to Execute a Dockage Agreement to Lease Slips to Freedom Adventures, LLC (dba Freedom Boat Club) at Lake Park Harbor Marina.

- 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*

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

Originating Department: <p style="text-align: center;">Town Manager</p>	Costs: None Funding Source: Acct. N/A <input type="checkbox"/> Finance _____	Attachments: * Dockage Agreement. * 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: <p style="text-align: center;"><u><i>DSS</i></u></p> or Not applicable in this case ____ Please initial one.

Summary Explanation/Background:

Dan Lund and Dave Gammon, both residents of the Village of Tequesta, owners of Freedom Adventures, LLC have become the new, exclusive franchise holders of the Freedom Boat Club (FBC) for Palm Beach County. They have approached the Town, asking that we consider establishing an agreement with them to lease 10 slips at the Lake Park Harbor Marina for their new operation. They plan to initially start with approximately 5-6 boats ranging in size from 22' to 24'. In addition, they will have a house boat on site for their sales/membership office. Their business plan shows that they will expand their fleet up to 15 boats by November of 2014, eventually expanding to 20-25 boats within the first

three years. By the end of their third year, they will have boats ranging in size from 18' to 26'.

The Marina's standard Dockage Agreement is written to accommodate one vessel per slip, so the standard Dockage Agreement would not work in this case. Therefore, we have written a separate agreement (attached) which incorporates the standard dockage agreement, but also has certain provisions which will help this new business to get started, including the dedication of 19 parking spaces running alongside the slips where they will operate (they will pay for annual parking passes for the use of those spaces and they will pay for signage installation and maintenance). The agreement also gives the FBC approval to modify the 10 slips by adding floating dock systems (at their expense) to accommodate their fleet. They will also be able to place storage lockers at the seawall facing the leased slips and will be responsible for installing and emptying trash cans along the seawall adjacent to their leased slips. All of this will be handled as an expense of the FBC.

It is anticipated that the annual rental payments will approach \$100,000.00 during the first year. This rental income will increase, as the need for additional slips increase, assuming that the operation is successful in future years.

As of the writing of this Agenda Request Form, there are still a few final details to work out between the Town and Freedom Adventures, LLC; however, they are not of great substance. To that end, and in order to allow them to get their operation underway during the month of December, we are recommending that the Commission authorize the Mayor to sign the Dockage Agreement to Lease Slips to Freedom Adventures, LLC in substantially the form contained herein. Any further technicalities to get to a final agreement will be worked out between the parties and we will have the Mayor hold off on signing the agreement on behalf of the Town until we are satisfied that the agreement is in its final form.

Recommended Motion: I move to authorize the Mayor to sign a dockage Agreement to Lease Slips to Freedom Adventures, LLC (dba Freedom Boat Club) at the Lake Park Harbor Marina.

RESOLUTION NO. : 46-12-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH FREEDOM ADVENTURES, LLC D/B/A FREEDOM BOAT CLUB TO LEASE SLIPS AT THE LAKE PARK HARBOR MARINA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town has all of the powers and authority conferred upon it pursuant to the Florida constitution and Chapter 166, Florida Statutes; and

WHEREAS, pursuant to its proprietary functions and authority, the Town owns and operates a marina known as the Lake Park Harbor Marina (the Marina) which leases slips to the operators of both recreational and commercial vessels; and

WHEREAS, Freedom Boat Club (FBC) has acquired the right to own and operate an exclusive Palm Beach County FBC franchise and would like to base its franchise at the Lake Park Harbor Marina; and

WHEREAS, FBC has negotiated an agreement with the Town whereby it would lease 10 slips to accommodate vessels it owns and leases to its members; and

WHEREAS, the Town Manager and Marina Director have recommended to the Town Commission that entering into the Agreement with FBC is in the best interests of the Marina.

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

Section 1. The foregoing recitals are incorporated herein.

Section 2. The Mayor is hereby authorized and directed to execute the Agreement with FBC which is attached hereto and incorporated herein as **Exhibit "A"**.

Section 3. This Resolution shall be effective upon adoption.

**DOCKAGE AGREEMENT TO LEASE SLIPS TO
FREEDOM ADVENTURES, LLC (dba Freedom Boat Club)
at LAKE PARK HARBOR MARINA**

This Agreement to Lease Slips at the Lake Park Harbor Marina (Agreement) is entered into this ___ day of December 2013 between Freedom Adventures, LLC, aka Freedom Boat Club (hereinafter "FBC") and the Town of Lake Park (hereinafter the "Town").

RECITALS

WHEREAS, the Town has all of the powers and authority conferred upon it pursuant to the Florida constitution and Chapter 166, Florida Statutes; and

WHEREAS, pursuant to its proprietary functions and authority, the Town owns and operates a marina known as the Lake Park Harbor Marina (the Marina) which leases slips to the operators of both recreational and commercial vessels; and

WHEREAS, FBC has acquired the right to own and operate an exclusive Palm Beach County FBC franchise and would like to base its franchise at the Lake Park Harbor Marina.

NOW THEREFORE THE PARTIES HAVE AGREED AS FOLLOWS:

1. **RECITALS.**

The above recitals are true and correct and are hereby incorporated herein.

2. **TERM.**

The initial term of this agreement shall be for one (1) year. This Agreement shall automatically renew for two (2) additional two (2) year terms unless either of the parties gives 60 days advance written notice of its intention not to renew the Agreement as provided for in paragraph 4..

3. **PROPERTY SUBJECT TO LEASE.**

The property to be leased by the Town to FBC is located within the Marina as shown on Exhibit "A" attached hereto and incorporated herein. As shown in Exhibit "A", FBC shall lease 10 slips, said slips to be designated by the Town, those slips designated by the Town as being located at the easternmost set of fixed slips against the seawall at the edge of the parking lot. The slips are identified as Slip No's: F-88 through F-97.

4. **TERMINATION.**

Either Party may terminate the Agreement at the end of the Term by providing the other with 60 days advance written notice of its intention to do so. Provided however, the Town may terminate this Agreement in the event FBC fails to timely pay the rent due as recited herein, or

for any violation of the "dockage agreement" following written notice to FBC from the Town to FBC. If the Town notices its intention to terminate the Lease, FBC shall vacate the premises prior to the 60th day of the notice.

5. **DEPOSIT.**

FBC shall deposit with the Town an amount equal to 1 month's rent for each of the 10 slips within 10 business days of the approval of the Lease by the Town Commission. The deposit for the 10 slips is calculated as \$7,650.00.

6. **RENT.**

FBC shall pay a monthly slip rental fee of \$17.00/ft. of dock space based on the assumed length of 45' per slip for the 10 slips identified above. This amount is calculated as \$7,650.00 per month. After the initial 1 year term, FBC shall pay the Town the same per foot slip rental rate as established by the Town for commercial vessels.

FBC shall reimburse the Town for the cost of electricity provided to the 10 rented slips at the established rate of .11 cents per kilowatt or at the prevailing rate during the term of the Lease. Water service shall be provided through the Town at a cost of \$60.00 per month for the 10 rented slips

7. **PARKING.**

The Town shall initially permit the use of 2 parking spaces per rental boat, not to exceed a maximum of 18 parking spaces, plus 1 handicapped parking space located adjacent to the 10 slips in an area designated by the Marina Director. FBC agrees to purchase a maximum of 19 parking spaces at a rate of \$100.00 per parking space per year. Parking is restricted for customer use only and under no circumstances may employees or guests of FBC use such parking designated for its customers or any additional parking that may be available in the parking lot that is also utilized for marina tenants.

Should the demand for parking also utilized by marina tenants in the designated parking lot shared by FBC become greater than the number of spaces available, FBC agrees to renegotiate the terms of parking for its customers to the satisfaction of FBC and the Town.

Should the Town modify its annual parking pass rate, FBC shall pay to the Town the then current annual parking pass rate on the anniversary date of the Town's original issuance of parking passes.

8. **SIGNS.**

FBC may put up signs in those parking spaces designating them for the exclusive use of FBC members. The cost of installation of those signs and the maintenance of those signs shall be the responsibility of the FBC.

9. **MODIFICATIONS TO SLIPS.**

Should FBC wish to modify any of the 10 fixed slips by adding floating dock systems, it may do so with the Town's written approval and only after presenting to the Town any and all appropriate permits which may be required by any regulatory agencies.

10. **TRASH CONTAINERS.**

FBC shall provide and maintain trash containers to be determined by the Town to adequately serve FBC. The number and location of the trash containers are subject to the approval of the Town's Marina Director. Storage of trash (e.g. cartons, boxes, etc.) outside of the trash containers is prohibited and FBC shall dispose of trash on a daily basis in the dumpster designated by the Town.

11. **STORAGE LOCKERS.**

FBC shall provide and maintain a sufficient number of secure storage lockers, which may be placed on the seawall facing the leased slips. The storage lockers shall be subject to the approval of the Town's Marina Director.

12. **TRAINING.**

FBC shall provide all appropriate training to their members before members are allowed to operate their vessels. FBC shall provide the Town's Marina Director with an outline of the appropriate training program that FBC will provide.

13. **DOCKAGE TERMS.**

FBC shall comply with all requirements of the Town's standard "dockage agreement". The dockage agreement is attached hereto and incorporated herein. To the extent any of the terms in the dockage agreement conflict with this Agreement, the terms herein shall apply.

14. **SPECIAL EVENTS.**

The Town reserves the right to require that FBC temporarily modify their operations during certain events/construction, however, the Town will accommodate FBC's on-going operations somewhere within the boundaries of the marina (with a minimum of three consecutive slips in any one relocated area). The Town shall provide FBC with a minimum of thirty (30) calendar day's notice of the need to temporarily modify their operations.

15. **NOTICES**

All notices required hereunder shall be made to the parties at the address listed below:

To FBC:

Freedom Adventure, LLC
Daniel J. Lund, Managing Member
63 River Drive
Tequesta, FL 33469

and in the case of the Town, to:

THE TOWN OF LAKE PARK
c/o Town Manager
535 Park Avenue
Lake Park, Florida 33403

16. **GOVERNING LAW/VENUE.**

This Agreement shall be governed by the laws of the State of Florida. Venue for any cause of action arising out of this Agreement shall lie in the 15th Judicial District in and for Palm Beach County, Florida, or the United States District Court, Southern District of Florida, West Palm Beach, Florida.

17. **ASSIGNMENT.**

This Agreement may not be assigned may not be assigned by FBC without the written approval of the Town. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, personal representatives, successors and permitted assigns.

18. **SEVERABILITY.**

In the event that any sentence, section, paragraph or portion of this Agreement shall be held by a court to be invalid for any reason, such invalidity shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect.

19. **WAIVER.**

Any waiver by either party hereto of any one or more of the covenants, conditions, or provisions of this Agreement, shall not be construed to be a waiver of any subsequent or other breach of the same or any covenant, condition or provision of this Agreement.

20. **ENTIRE AGREEMENT.**

This Agreement embodies the entire agreement and understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, oral or written, relating to said subject matter. This Agreement may only be modified by written amendment executed by the Town and FBC.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year last executed below.

ATTEST:

TOWN OF LAKE PARK

By: _____
Vivian Mendez, Town Clerk

By: _____
James Dubois, Mayor

Date: _____

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

By: _____
Thomas J. Baird, Town Attorney

WITNESSES:

**FREEDOM ADVENTURES, LLC
(dba Freedom Boat Club)**

Print Name: _____

By: _____
Print Name: _____

Title: _____

Print Name: _____

LAKE PARK HARBOR MARINA DOCKAGE AGREEMENT

THIS DOCKAGE AGREEMENT made by and between the Town of Lake Park, Florida, the owner and operator of the Lake Park Harbor Marina, located at 105 Lake Shore Drive, Lake Park, FL 33403 (hereinafter referred to as "Town"), and _____, who is the owner of the Vessel as more specifically described herein (hereinafter referred to as "Tenant").

NOW, THEREFORE, in consideration of the mutual covenants contained herein and intending to be legally bound hereby, the Tenant agrees to the terms and conditions contained herein. As follows:

1. TENANT:

Owner Name(s): _____ Home Phone: _____

Billing Address: _____ Work Phone: _____

City: _____ State: _____ Zip: _____ Cell Phone: _____

Emergency (Name): _____ Phone: _____ Email: _____

2. TENANT'S VESSEL: (certified copy of title indicating ownership must be submitted)

Vessel Name: _____ Make: _____ Year: _____

Registration/Documentation
No. _____ Length: _____ Beam: _____ Draft: _____

3. VESSEL INSURANCE (Proof of insurance required before occupancy commences)

Carrier: _____ Policy No: _____ Exp Date _____

Agent Name: _____ Phone No: _____

4. DOCKAGE TERM:

Monthly ___ Annual ___ Lease Commencement Date: _____ Termination Date: _____

5. MARINA CHARGES:

Dockage charges: \$ _____ Sales tax: \$ _____

Utility fee: \$ _____ Total: \$ _____

Credit Card #: _____ Exp. Date: _____ Visa MC Amex

CHARGES (INCLUDING APPLICABLE SALES TAX) ARE PAYABLE MONTHLY IN ADVANCE ON THE FIRST OF THE MONTH.

6) The Tenant represents that information contained in this Dockage Agreement is true, correct and accurate and shall update the information contained herein. If there is more than one owner, then the obligations and liabilities of the owners shall be joint and several.

7) The subleasing or assignment of the Slip by Tenant without the prior written approval of the Town is strictly prohibited. Any attempted sublease or assignment of the Slip, without the prior written approval of the Town is a violation of the requirements of this Agreement and shall be cause for the Town's immediate termination of this Agreement without further notice. Should the Town exercise its right to immediate termination, the Tenant hereby agrees that it shall be responsible for payment of the entire term and shall immediately vacate the Slip.

8) Utilities shall be charged to the Tenant at such rates as may be approved by the Town Commission from time to time. The established utility rates are subject to change by the Town Commission at any time taking into consideration such factors as the Town Commission, in its sole discretion deems just, fair, and appropriate. The Town shall not be liable for any interruption or stoppage of utilities, including, but not limited to, electrical or water service, or for any damage to persons, the Vessel or personal property resulting from that interruption or stoppage.

9) The Rules of the Road and the Navigation Laws in and of the United States apply to all Vessels entering and leaving the Marina, navigating within the Marina, and/or docking therein. The Vessel shall, at all times, maintain current Coast Guard approved heads which shall meet all federal, state and local regulations. The Tenant shall not create any wake in Marina waters. Tenants are responsible for any damage caused by wakes from vessel operation. No dinghies, inflatable boats, tenders or other watercraft or vessels may be moored within the Tenant's slip, except for the Tenant's Vessel as described above.

10) The Tenant shall comply with any and all applicable statutes, codes, laws, rules and regulations of the Town, the State of Florida, and the United States, as well as any rules by any state, federal or local governmental agency or regulatory authority.

11) Refuse, garbage, oil, spirits, inflammables and oily bilges, hazardous materials, and other similar substances shall not be discharged into the Marina waters. Should this occur, the Tenant shall be subject to such fines, or such other civil and criminal penalties as may be imposed by the Town and/or any other governmental authorities with jurisdiction. The Tenant and/or any other person on the Tenant's Vessel illegally discharging, shall be jointly and severally liable for all civil fines and penalties and for the entire cost of remediation and clean up of any hazardous or prohibited materials at the Marina or emanating from the Marina, or onto adjacent waters and lands, as a result of the release of hazardous or prohibited materials. The Tenant's compliance with such laws and regulations shall include any and all present or future federal, state or local laws, rules, regulations, codes, ordinances, or by-laws, and any judicial or administrative interpretations thereof, including orders, decrees, judgments, rulings, directives or notices of violation, that create duties, obligations or liabilities with respect to: (i) human health; or (ii) environmental pollution, impairment or disruption, including, without limitation, laws governing the existence, use, storage, treatment, discharge, release, containment, transportation, generation, manufacture, refinement, handling, production, disposal, or management of any hazardous material, or otherwise regulating or providing for the protection of the environment.

12) The Town is authorized to move the Vessel at any time should the Town determine, in its sole judgment that this is necessary in order for the Town to make repairs to or within the Marina, as necessary for any Marina operations, or for any other reason the Town deems necessary to the safe and efficient operation of its Marina. In such event, the Town shall not be deemed or

19) It is further agreed that even though the Town may, from time to time, provide security guards and/or other security devices and measures, the Town is under no duty or obligation to do so, and the security of the Vessel and its contents is the sole risk and responsibility of the Tenant.

20) The Tenant shall maintain full general liability insurance coverage with minimum limits of liability of \$1,000,000.00, combined single limits, and bodily injury and property damage liability per occurrence. The coverage shall specifically include but not be limited to, premises and operations; broad form property damage; and personal injury. The insurance shall cover all property damage, personal injury or death arising from or connected with, the use of the Marina, slip, the Vessel, and the mooring of the Vessel, by Tenant and Tenant's employees, family members, guests, agents, crew, invitees, and permittees. The insurance policy shall provide that Tenant's insurance shall at all times be primary, regardless of whether or not the Town has any collectible insurance. The required insurance coverage shall be issued by an insurance company duly authorized and licensed to do business in the State of Florida with the following minimum qualifications in accordance with the latest edition of A.M. Best's Insurance Guide: Financial Stability: B+ or above. PRIOR TO EXECUTION OF THE AGREEMENT, THE TENANT SHALL PROVIDE THE TOWN'S MARINA DIRECTOR WITH A COPY OF THE INSURANCE CERTIFICATE EVIDENCE THAT THE TENANT MAINTAINS COVERAGE IN THE AMOUNTS SPECIFIED AND REQUIRED HEREIN. THE CERTIFICATE SHALL INDICATE THAT THE TOWN IS LISTED AS AN ADDITIONAL INSURED. NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE CERTIFICATE, THE TENANT SHALL PROVIDE TO THE MARINA DIRECTOR EVIDENCE OF RENEWAL, OR A NEW CERTIFICATE EVIDENCING COVERAGE AND INCLUDING THE TOWN AS AN ADDITIONAL INSURED. TENANT SHALL PROVIDE THE MARINA DIRECTOR ANY AMENDMENTS TO ANY CERTIFICATE OF INSURANCE OR NOTICE OF CANCELLATION OF COVERAGE.

21) The Tenant shall promptly pay when due all sums incurred pursuant to this Agreement, including charges on account, charges for fuel, ship's store, supplies and materials, necessary repairs made by the Marina to the Vessel, as well as other sums owed in connection with use of the Marina and facilities, regardless of who incurred the charges on behalf of the Tenant. A late charge of 5% of the amount then due will be assessed for all balances over 30 days past due. In addition, interest at the rate of 1.5% per month shall accrue against the delinquent payment(s) from the date due until the date the payment is received by the Marina. Tenant agrees that the late charge is a reasonable estimate of the extra administrative expenses incurred by Town in handling the delinquency. Any and all sums of money or charges required to be paid by Tenant under this Agreement other than the rent shall be considered "Additional Rent" whether or not the same is so specifically designated and the Town shall have the same rights to enforce due and timely payment by the Tenant of all Additional Rent as are available to the Town relating to rent.

22) In the event of Tenant's default for non-payment of any rent or charges due under this Agreement, the Tenant recognizes the Town's authority to sell the Vessel at non-judicial sale in accordance with the procedures set forth in Florida Statutes 328.17 (2006), as amended.

23) The Marina shall have a lien against the above described vessel, her appurtenances and contents, for unpaid sums due under this agreement and for use of dock facilities or services, or damage caused or contributed to or by above vessel or by tenant, or his agents, employees and guests, to any dock and property or person of the marina, its employees and agents. Marina shall have a right to all remedies available to Marina, both in rem and personal, under both state and federal law, including specifically a federal maritime lien against vessel as described under the Federal "Maritime Lien Act", 46 U.S.C. 31342, and Rule 9(H), Federal Rules of Civil Procedure.

IN WITNESS THEREOF, the parties hereto have affixed their signatures on the above first written.

TOWN OF LAKE PARK

TENANT

By: _____
Marina Director

By: _____

Date: _____

Date: _____

TAB 6



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 4, 2013

Agenda Item No. *Table*

Agenda Title: Authorizing the Mayor to Execute an Agreement with BJSF, Inc., (dba Tommy Hutton Baseball Academy) for the use of the 7th Street Baseball Fields.

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

Approved by Town Manager *DSS* Date: *11/21/13*

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: * Agreement. * 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: <u><i>DSS</i></u> or Not applicable in this case _____ Please initial one.

Summary Explanation/Background:

Brian Justine, Owner of the Tommy Hutton Baseball Academy located at Roger Dean Stadium has approached the Town, expressing an interest in partnering with our community for the use of the 7th Street baseball field. Mr. Justine plans on using the field 7 days per week for league play, baseball camps, tournaments, and baseball related events. When he is not using the field for league play, camps, and tournaments, he will also use the grassy outfield for scheduling limited adult recreation activities such as kickball, flag football, soccer, lacrosse camps and sports related charitable programs.

The partnership involves the Town making the assets of the community's fields available to Mr. Justine, and in return, he will make significant capital improvements at the outset of the partnership, will assume all maintenance responsibility for the fields, will be responsible for all advertising and promotional materials, and will also profit-share with the Town when he sub-leases the fields to groups and individuals who want to run specific programs such as instructional leagues and training camps.

Attached is an Agreement that will allow this partnership to run for three years, with two one year renewals. The Agreement can be terminated by either party with 60 days notice, however, Mr. Justine has asked for a way to recoup his initial capital investment if the Town terminates the Agreement within the first year.

As of the writing of this Agenda Request Form, there are still a few final details to work out between the Town and Tommy Hutton Baseball; however, they are not of great substance. To that end, and in order to allow them to get their operation underway during the month of December, we are recommending that the Commission authorize the Mayor to sign the Agreement in substantially the form contained herein. Any further technicalities to get to a final agreement will be worked out between the parties and we will have the Mayor hold off on signing the agreement on behalf of the Town until we are satisfied that the agreement is in its final form.

Recommended Motion: I move to authorize the Mayor to sign an Agreement for the use of the 7th Street Baseball Fields with BJSF, Inc., (dba Tommy Hutton Baseball Academy).

RESOLUTION NO. 47-12-13

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH BJSE, INC. d/b/a TOMMY HUTTON BASEBALL ACADEMY (THBA) TO USE THE 7TH STREET BALL FIELDS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town has all of the powers and authority conferred upon it pursuant to the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, The Town owns and maintains a recreational park known as the 7th Street Ball Fields (the Park); and

WHEREAS, THBA conducts baseball camps and training programs for youths and would like to enter into an agreement with the Town to utilize the Park to host various athletic training programs, camps, and events 7 days a week as outlined below; and

WHEREAS, the Town Manager has recommended to the Town Commission that entering into the Agreement with FBC is in the best interests of the Town.

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

Section 1. The foregoing recitals are incorporated herein.

Section 2. The Mayor is hereby authorized and directed to execute the Agreement with THBA which is attached hereto and incorporated herein as **Exhibit "A"**.

Section 3. This Resolution shall be effective upon adoption.

AGREEMENT FOR THE USE OF THE 7TH STREET BASEBALL FIELDS

THIS AGREEMENT FOR THE USE OF THE TOWN'S 7TH STREET BALL FIELDS (Agreement) is entered into this _____ day of _____, 201_, between BJSF, INC. d/b/a TOMMY HUTTON BASEBALL ACADEMY (hereinafter "THBA"), a Florida For Profit Corporation and the TOWN OF LAKE PARK (hereinafter "Town"), a Municipal Corporation of the State of Florida

RECITALS

WHEREAS, the Town has all of the powers and authority conferred upon it pursuant to the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, The Town owns and maintains a recreational park known as the 7th Street Ball Fields (the Park); and

WHEREAS, THBA conducts baseball camps and training programs for youths and would like to enter into an agreement with the Town to utilize the Park to host various athletic training programs, camps, and events 7 days a week as outlined below; and

WHEREAS, the Town is agreeable to permitting THBA's use of the Park based on the terms mutually agreed to herein.

NOW, THEREFORE THE PARTIES HAVE AGREED AS FOLLOWS:

1. **RECITALS.**

The above recitals are true and correct and are hereby incorporated herein.

2. **TERM**

The initial term of this Agreement for the use of the Park shall be three years, with an option to THBA to renew the use of the Park for two successive one year terms.

3. **USES BY AND RESPONSIBILITIES OF THBA.**

In consideration for the use of the Park, THBA agrees that:

3.1. THBA shall make an initial capital investment to beautify the Park and renovate the playing fields, as referenced in the attached Beautification and Renovation Summary, a copy of which is attached hereto and incorporated herein.

3.2. THBA shall host athletic contests and events aimed at attracting visitors to the Town. Athletic contests and events to be hosted shall include, but are not necessarily limited to baseball camps, leagues, and tournaments; softball camps,

leagues, and tournaments; sports camps, limited adult recreation activities (kickball, flag football, and soccer), lacrosse camps and sports related charitable programs.

3.3. THBA shall be responsible for notifying and alerting local businesses of contests and events and allow them to advertise to patrons. THBA shall deliver flyers altering local merchants of their presence in the community and detailing advertising opportunities that may be available. For example, advertising opportunities for local businesses might include fence signage, electronic emails to subscribers, uniform sponsorships, patron hand-outs and web directory listings.

3.4. THBA shall assume responsibility of promoting the facility to potential third parties looking to sub-lease the Park, subject to the approval of the Town. Activities pursuant to a sub-lease shall be limited to competitive baseball and softball clubs, professional instructors, independent sports camps and leagues. In exchange for any such sub-lease, THBA agrees to share any profit which is achieved.

3.5 THBA shall build a website highlighting the park's strengths and available rental opportunities. The website shall be used to assist in marketing the Park and those events scheduled at the Park. In addition, THBA's website shall serve as a portal to accept reservations and appointments.

3.6 THBA shall attempt to build and operate leagues and instructional clinics for local youth by partnering with non-profit organizations and sponsors, such as Reviving Baseball in Inner Cities (RBI), Boys & Girls Clubs, etc.

3.7 THBA shall work closely with the Town and the Palm Beach County Sherriff's Office, Lake Park Unit regarding the Park's security.

3.8 THBA shall vacate the Park, upon the Town advance notification that a Town sponsored event will be taking place at the Park.

3.9 THBA shall be responsible for the maintenance of the Park, specifically including, but not limited to mowing the grass on a weekly basis during the rainy season, and otherwise on an as needed basis. THBA shall be responsible for maintaining the dirt portions of the ball fields and the clay infields by dragging, watering, and filling the fields as necessary to maintain a safe condition. If desired THBA shall also be responsible for lining the ball fields.

4. RESPONSIBILITIES OF THE TOWN

4.1 Subject to section 3.8, above, the Town grants THBA permission to utilize the Park to host its various athletic contests, camps, and events as detailed in section 3.2, above, seven days a week.

4.2 The Town grants TBHA authority to manage the Park's "master schedule" and to coordinate the use of the field with qualified third parties interested in renting the Park. The "master schedule" shall be coordinated with and maintained by the Town's Director of Parks and Recreation.

4.3 Subject to the approval of the Town Manager, THBA is hereby granted permission to hang signage and banners promoting upcoming events.

4.4 The Town agrees to assist THBA in its promotion of upcoming events by sharing mailing lists and allowing THBA to cross-promote via the Town's website and news publications.

4. **INSURANCE.**

Throughout the term of the Agreement THBA shall maintain a comprehensive general liability insurance policy (including bodily injury, death and property damage) in the amount of not less than \$2,000,000. The Town shall be listed as a named insured on THBA's policy.

5. **INDEMNIFICATION.**

THBA shall indemnify, defend, and save harmless the Town, its elected and appointed officials, agents, and employees, from all suits, actions, claims, demands, damages, losses, expenses, including attorney's fees, costs and judgments of every kind and description to which the Town, its elected and appointed officials, agents, or employees may be subjected by reason of personal injury, bodily injury including death, or property damage, resulting from or growing out of any intentional, negligent, reckless, or careless act of commission, omission, or consequential damage directly or indirectly connected with THBA, its subcontractors, its agents, or employees, activates at the Park as permitted pursuant to this Agreement.

6. **TERMINATION.**

Either party may terminate the Agreement prior to the end of the Term by providing the other with 60 days advance written notice of its intention to do so. Provided however, the Town may terminate this Agreement at any time for its convenience provided it gives THBA 60 days advance written notice of its intention to do so.

7. **UTILITIES.**

THBA will pay the monthly utility bill for expenses incurred during events. Payment of the utility bill shall be in accordance with the determination of the Town's Finance Director.

8. **REPORTS.**

THBA shall submit a quarterly report to the Town Manager summarizing all activities and the upcoming quarter's schedule.

9. **NOTICES.**

All notices between the parties shall be in writing and mailed or hand delivered to the parties at the following addresses:

To THBA

Tommy Hutton Baseball Academy
8012 Edgemere Lane
Palm Beach Gardens, Florida 33410

And in the case of the Town to:

Town Manager
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

10. **GOVERNING LAW/VENUE.**

This Agreement shall be governed by the laws of the State of Florida. Venue for any cause of action arising out of this Agreement shall lie in the 15th Judicial District in and for Palm Beach County, Florida, or the United States District Court, Southern District of Florida, West Palm Beach, Florida.

11. **ASSIGNMENT.**

This Agreement may not be assigned without the written approval of the Town. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, personal representatives, successors and permitted assigns.

12. **SEVERABILITY.**

In the event that any sentence, section, paragraph or portion of this Agreement shall be held by a court to be invalid for any reason, such invalidity shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect.

13. **WAIVER.**

Any waiver by either party hereto of any one or more of the covenants, conditions, or provisions of this Agreement, shall not be construed to be a waiver of any

subsequent or other breach of the same or any covenant, condition or provision of this Agreement.

14. ENTIRE AGREEMENT.

This Agreement embodies the entire Agreement and understanding of the parties hereto with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, oral or written, relating to said subject matter. This Agreement may only be modified by written amendment executed by the Town and THBA.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year last executed below

ATTEST:

TOWN OF LAKE PARK

By: _____
Vivian Mendez, Town Clerk

By: _____
James Dubois, Mayor

Date: _____

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: _____
Thomas J. Baird, Town Attorney

WITNESSES:

**BJSF, INC. D/B/A TOMMY HUTTON
BASEBALL ACADEMY**

Print name: _____

By: _____

Print Name: _____

Print name: _____

Title: _____

7th Street Ball Fields

Beautification & Renovation Summary

- **Re-surface existing ball field**
- **Suit field to hold baseball and softball events for multiple age groups**
- **Build multi-dimension diamond adjacent to existing diamond**
- **Aerate, edge, weed, fertilize**
- **Create multi-use fields on common grass areas**
- **Repair fencing as needed**
- **Remove unnecessary/unused equipment and structures where applicable**
- **Purchase, as needed, bleachers and benches for spectators**
- **Install semi-permanent storage house**
- **Purchase industrial landscape and maintenance equipment**
- **Purchase, as needed, screens, batting cages, goals, etc.**
- **Clean and make operable concession stands and press box**
- **Make scoreboards operable**
- **Set up office space**
- **Install signage**



10/11/2013

Partnership Summary:
Town of Lake Park
Tommy Hutton Baseball Academy
RE: 7th Street Ball Fields

Tommy Hutton Baseball/Heat Travel Baseball would:

- Make an initial capital investment as needed to beautify park and renovate playing fields (see attached).
- Will supply comprehensive general liability insurance holding the Town harmless in the event of accidents or injury.
- Assume responsibility of maintaining park on a monthly basis.
- Pay the monthly utility bill for expenses incurred during events.
- Host athletic contests and events that will attract visitors to the Town.
- Alert local businesses of events and allow them to advertise to patrons.
- Assume responsibility of promoting the facility to potential third parties looking to rent the facility.
- Build a website that highlights the parks' strengths and available rental opportunities.
- Using the Town as a liaison, will work closely with law enforcement to improve the park's security.
- Attempt to build and operate leagues and instructional clinics for local youth by partnering with non-profits and sponsors (RBI, Boys & Girls Club, etc.).
- Submit a quarterly report to the Town summarizing all activity and the upcoming quarter's schedule.
- Yield to the Town in the event a Town sponsored event is scheduled at the facility.

The Town of Lake Park would:

- Grant Tommy Hutton Baseball permission to utilize 7th Street Ball fields to host various athletic competitions and events at their discretion, 7 days a week.
- Grant Tommy Hutton Baseball authority to manage the facility's "master schedule" and issue permits to qualified third parties interested in renting the fields.
- Grant permission to hang signage and banners promoting upcoming events.
- Assist in promoting upcoming events by sharing mailing lists and allowing the THBA to cross-promote via the Town's website and news publications.
- Consider a long-term agreement.



About Reviving Baseball in Inner Cities (RBI)

- Reviving Baseball in Inner Cities (RBI) is a youth outreach program designed to:
 - 1) Increase participation and interest in baseball and softball
 - 2) Encourage academic participation and achievement
 - 3) Increase number of talented athletes prepared to play in college and minor leagues
 - 4) Promote greater inclusion of minorities into the mainstream of the game
 - 5) Teach the value of teamwork

- The Cal Ripken, Sr. Foundation, New Balance, Majestic, Outdoor Cap, Wilson, Louisville Slugger, and Rawlings are supporters of the RBI program.

- RBI programs have been started in more than 200 cities worldwide, and annually provide more than 200,000 boys and girls the opportunity to play baseball and softball. The Jr. RBI playing divisions for baseball and softball players ages 5-12, has more than 90,000 younger boys & girls participating in the RBI program.

- Typical RBI leagues operate from May to August and provide three divisions of local league play for older participants: Junior Boys (13 – 15 year olds), Senior Boys (16 – 18 year olds) and Softball (18-and-under). Tournament play for these divisions typically begins in late July with Regional qualifying tournaments for advancement to the RBI World Series in early August.

- MLB and its Clubs have designated more than \$30 million worth of resources to the RBI program and all 30 Major League Baseball Clubs have supported RBI programs.

- Since the inception of the RBI program in 1989, MLB Clubs have drafted more than 180 RBI participants, including 14 players selected overall in 2012.

- RBI alumni on MLB rosters during the 2013 season include: Carl Crawford (Dodgers), Covelli “Coco” Crisp (Athletics), James Loney (Rays), Jimmy Rollins (Phillies), CC Sabathia (Yankees), Yovani Gallardo (Brewers), Justin Upton (Diamondbacks), and James McDonald (Pirates).

- The RBI program features educational and life skills components. Local RBI programs have the opportunity to conduct a variety of courses, including:
 - *Breaking Barriers: In Sports, in Life*, a multicultural character education program developed by Major League Baseball
 - BGCA’s **SportSMART!** program, a condensed version of BGCA’s award-winning SMART Moves program designed to assist young people in learning how to resist alcohol, tobacco, drugs, and premature sexual activity
 - Partnership at Drugfree.org programming such as *Time to Talk*, *Play Healthy*, and *Not in my House*, character education programs aimed at preventing and handling drug and alcohol abuse
 - Taylor Hooton Foundation’ *Hoot’s Chalk Talk* raises awareness and provides education on the subject of the use of APEDs



10-4-2013

Brian Justine
Tommy Hutton Baseball Academy

Dear Brian,

Thank you for your recent inquiry to Major League Baseball regarding the *Reviving Baseball in Inner Cities Program (RBI)*.

The goal of the RBI Program is to provide a program for underserved youth that uses baseball and softball as a vehicle to teach life lessons that develop "Major League Citizens."

Thanks to support from our other partners and donors, the RBI program has developed a comprehensive package of support for affiliated leagues. Assistance may be provided in the areas of:

- Equipment and uniform acquisition
- Capital improvement projects
- Training and education clinics and resources
- Volunteer & player recruitment and retention

To determine the type of assistance the RBI program may be able to provide your group with (should you choose to affiliate with us), we need to learn more about your organization. Please submit correspondence to this office that includes the following if applicable:

- A brief summary detailing the history of your league
- An estimate on the number of children your program serviced last year and will serve for the upcoming season (baseball & softball)
- Information detailing who your program is currently affiliated with (ex: Little League, Park & Recreation, Boys & Girls Club, independent, etc.)
- Detail the operational concerns you have with your program. (ex: field space/condition, equipment, lack of volunteers, player retention, etc.)
- A copy of your 501(c)3 tax exemption letter
- A brief description of the socio-economic climate of the community your program serves
- A listing of the names and positions on your Board of Directors or program leadership

I encourage you to review these items with your Board of Directors and membership prior to submitting the response back to us. I will also be reaching out to any local contacts we may have in your area for any insights they may have on the best way to assist your league.

Major League Baseball, 245 Park Avenue, New York, NY 10167



Thank you for your interest in affiliating with the RBI program, and I look forward to hearing back from you soon.

Sincerely,

A handwritten signature in black ink, appearing to read 'David L. James'.

David L. James
Director of the RBI Program
Major League Baseball