



MARINA TASK FORCE

AGENDA

December 13, 2012

3:00 pm

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. Update on Assignments

- a. Modification to the ramp launch fees [everyone].
 - i. Daytime launch and park.
 - ii. Daytime launch, park, and dock.
 - iii. Monthly launch, park, and dock.
 - iv. Annual launch and park (non-commercial).
 - v. Annual launch and park (commercial).
 - vi. Overnight parking fee (previously suggested to stay at \$25.00).
- b. Temporary signage on the existing wall [Jamie].
- c. Updating the revised set of plans, correcting for travel lane widths and ensuring the maximum usage of the largest spaces possible [Brent].
- d. Further development of conceptual drawings for design of corner signage [Wayne].
- e. On-site directional signage for entire Marina property [Jorge]. (Please see an attachment to this agenda material for advanced work already done by Jorge).

E. Discussion

F. New Business

G. Public Comment

H. Next Meeting

- a. January 17, 2013 at 3:00 pm.

I. Adjournment

NOTES

Marina Task Force Assignments:

- a. Dealing with parking at the Marina (including the configuration of the existing lots and better integration of the corner lot at US 1 and Silver Beach Road).
- b. Dealing with traffic flow at the Marina (including the possibility of abandoning the current right-of-way of Lake Shore Drive which cuts through the lower parking lot; reconfiguring the existing lot to accommodate the larger trucks and boat trailers; tearing down the existing wall, and; integrating the corner lot).
- c. Developing alternatives for enhancing revenues both through a reconfiguration of the existing lots, and find a way to better utilize the daily boat launch ramp and supporting facilities.



Minutes
Town of Lake Park, Florida
Marina Task Force
Thursday, November 15, 2012 3:00 p.m.
Town Commission Chamber, 535 Park Avenue

The Marina Task Force met for the purpose of a regular meeting on Thursday, November 15, 2012 at 3:00 p.m. Present were Diane Bernhard, Wayne Creber, Erin Flaherty, Brent Headberg, Jorge Quintero, Marina Director James Hart, Public Works Director Dave Hunt, Town Manager Dale S. Sugerman, and Deputy Town Clerk Shari Canada. Project Manager Richard Pittman, and Finance Director Blake Rane were absent.

Town Manager Sugerman led the Pledge of Allegiance.

Update on Assignments:

A. An analysis of historical revenues from ramp launches, by year (Blake & Jamie). Town Manager Sugerman referred to the ramp fee and overnight parking analysis. (See Exhibit "A")

B. A survey of other marinas and what they are charging for parking passes (annual, seasonal, monthly, daily) (Jamie). (See exhibit "B") Marina Director Hart explained that no other facility allows overnight parking. The discussion on this topic will continue at the next meeting.

C. Crafting a revised set of preliminary plans using the existing as-built plans as the base. This will include incorporating the concepts as presented by Jorge, Brent, and Diane at the October meeting. (Brent) (See exhibit "C") A brief discussion was held on the appropriate direction of traffic down each lane. It was decided to leave the direction of traffic as it has been presented so far. There was further discussion about the size of the parking spaces and the best location for each parking space size. There was also a discussion about the depiction of the traffic lanes in the western lot. It was determined that the traffic lanes were not sized correctly on the drawing. Finally, there was a brief discussion about the 90 degree turn coming off of Lake Shore Drive into the middle parking area. After much discussion the Task Force decided to have Brent reconfigure the parking lot one more time based upon all of the discussion held during the Task Force meeting.

D. Report on the site visit to other boat launching ramps in our market area looking for how they collect payments and if they use a kiosk system. (Erin) Mr. Flaherty compared the Lake Park Marina with area Marinas and stated that the Town has many more amenities than the other locations. He will investigate payment collection.

E. Sharing of conceptual drawings for design of corner signage. (Wayne) Mr. Creber reviewed conceptual plans with the Task Force and stated that he would provide drawings at the next meeting.

F. Development of corner features for the two empty spots in the upper parking lot. (Jorge) Mr. Quintero suggested a diver's flag being flown to attract attention.

Discussion:

1. Daytime parking and launch fees
2. Brent Headberg – provide new parking configuration drawings.
3. Jorge Quintero – Marina directional signage
4. Jamie Hart – Community Development temporary signage or banners on the existing wall
5. Dale Sugerman – Southbound directional signage on US Highway 1

New Business

No new business

Public Comment

None

Next Meeting

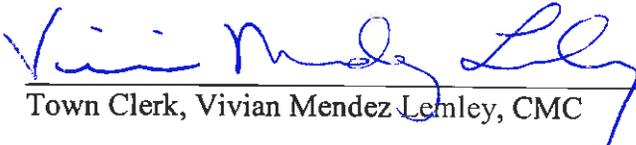
A. December 13, 2012 at 3:00 p.m.

Adjournment

There being no further business to come before the Task Force the meeting adjourned at 4:49 p.m.



Deputy Town Clerk, Shari Canada, CMC



Town Clerk, Vivian Mendez Lemley, CMC



Marina Task Force requested data.

November 15, 2012
Exhibit "A"

Fiscal year ended Sept. 30,	Ramp Fees 401-347.610	Parking - Overnight 401-347.612
2012	\$ 27,156	\$ 17,057
2011	\$ 35,347	\$ 15,250
2010	\$ 35,097	\$ 17,105
2009	\$ 36,430	\$ 17,047
2008	\$ 37,693	\$ 14,031
2007	\$ 43,486	\$ 13,907
2006	\$ 46,055	\$ 10,974
2005	\$ 24,870	\$ 6,038

BOAT RAMP FEE SURVEY

Exhibit B

Page 1 of 2

FACILITY	ANNUAL FEE	LAUNCH FEE	MONTHLY	DAILY FEE	COMMERCIAL FEE
**Burt Reynolds Park 805 N. US Highway 1 Jupiter, FL	\$35.00, plus tax	N/A	N/A	\$10.00, Inc. tax	\$150.00, plus tax
**Bert Winters Park 13425 Ellison Wilson Road Juno Beach, FL	\$35.00, plus tax	N/A	N/A	\$10.00, Inc. tax	\$150.00, plus tax
**Juno Park 2090 Juno Road Juno Beach, FL	\$35.00, plus tax	N/A	N/A	\$10.00, Inc. tax	\$150.00, plus tax
**Jim Barry Light Harbor Park 1800 Broadway Riviera Beach, FL	\$35.00, plus tax	N/A	N/A	\$10.00, Inc. tax	\$150.00, plus tax
**Phil Foster Park 900 E. Blue Heron Boulevard Riviera Beach, FL	\$35.00, plus tax	N/A	N/A	\$10.00, Inc. tax	\$150.00, plus tax

Exhibit "B" page 2 of 2

FACILITY	ANNUAL FEE	LAUNCH FEE	MONTHLY FEE	DAILY FEE	COMMERCIAL FEE
Bryant Park City of Lake Worth 4th Avenue South at Lakeside Drive	N/A	N/A	N/A	\$10.00 Inc. tax	N/A
Lake Park Harbor Marina 103 Lake Shore Drive Lake Park, FL	N/A	\$10.00 Inc. tax	N/A	\$25.00 Inc. tax	N/A

NOTE: **Palm Beach County Parks System

Additional Municipalities Contacted:

- Town of Jupiter: No Ramp facilities
- Town of Juno Beach: No Ramp facilities
- Village of N. Palm Beach: Anchorage Park (\$60.00/yr. residents only)
- Village of Palm Beach Shores; No Boat Ramps
- City of Riviera Beach: No Ramp Facilities
- City of West Palm Beach: Currie Park (no charge)
- Town of Palm Beach: No Ramp Facilities

From: [Jorge Quintero](#)
To: [Dale Sugerman](#)
Subject: Marina Task Force Activities
Date: Monday, November 26, 2012 12:51:20 PM

Directional Signage

Dale,

At our last meeting, you asked me to take a look at the issue of directional signage at the marina.

As was mentioned in the meeting, it is common for new marina customers traveling along US 1 to be confused as to where to turn in order to reach the particular portion of the marina that they intend to visit. If the customer wishes to go to the dockmaster's office or to join a dive boat, turning on to Silver Beach Road will not take them there. The turn on Silver Beach Road is just for customers who wish to launch their boat or visit a boat docked in the northern basin. They would instead have needed to take a turn onto Cypress Drive. Once they discover that, they now have to get back onto US 1 to get to the southern basin. Similarly, if customers are intending to launch their boat, they shouldn't take a turn onto Cypress Drive, though at least that mistake can more easily be corrected if they know to take a right turn on to Lake Shore Drive. Some directional signage is clearly needed.

Monument Sign at Intersection of Silver Beach Road and US 1

The first place we need to add directional signage would be at the intersection of Silver Beach Road and US 1. At our last meeting, the consensus seemed to favor a monument-style sign for the marina complex as a whole. As was mentioned, there are several companies that offer prefabricated monument signs made in part with extruded polystyrene. Whether the sign is prefabricated or is custom built with concrete block and stucco, the standard designs available for the prefabricated signs offer a good range of choices to consider for the design of the sign regardless of how it is constructed, so I use those standard designs in my discussion of options.

Given the limited area available for the placement of a sign at the Silver Beach Road intersection, I believe we should consider incorporating directional information within the body of the monument sign. A design with columns on each side of the main display space offers the opportunity to place directional information on each of those columns.

Here are examples of some of those standard prefab sign designs incorporating directional information on the columns, together with the current official name for the marina complex, which is the "Lake Park Harbor Marina."



Towards the end of our meeting, I believe it was Brent who noted that the name “Lake Park Harbor Marina” is a bit of a mouthful, and that perhaps we should emphasize more the “harbor” aspect of the marina by referring to the complex simply as “Lake Park Harbor”. I believe that idea has a great deal of merit. Currently, the principal components of the complex are the marina, dockmaster and supporting facilities located at the south basin, and the boat launch and trailer parking facility located at the north basin. But the facility is also a fishing pier, a waterfront park and a venue for community events. The name *Lake Park Harbor* encompasses a broader range of activities, all of which are very appealing, which should have broader marketing appeal. If a hotel is ultimately built on the balance of the South Florida Yachts property as SFY once contemplated, a location on a *harbor* is more appealing, I think, than a location on a *marina*.

The following are three examples of what that sign might look like with the name as “Lake Park Harbor”.



Of the three examples, the last one offers the greatest flexibility to conform to field conditions since the columns can be placed closer together or further apart without affecting the proportions of the upper arch. The size of the directional signage on the columns is also less constrained by the height of the coining used in the other examples provided. The shape will also accept the marina's graphic logo which can add color and reinforce the waterfront location. If a custom concrete sign were to be built, coins could be added on the columns that would be more customized to accommodate the proposed directional information, like this:



Intersection of Cypress Drive and US 1

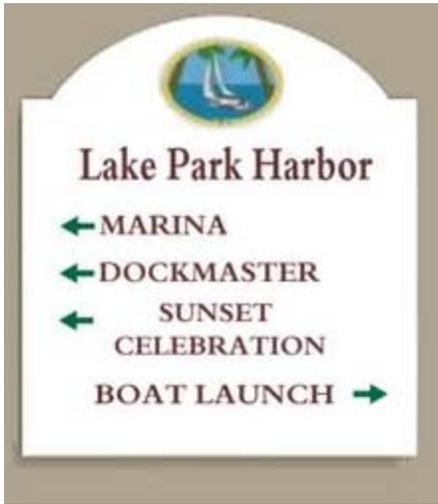
If a customer intending to use the boat launch misses the turn onto Silver Beach Road, or if a customer intends to go to the marina's south basin, in either case each needs to be directed from US 1 onto Cypress Drive. Since the Town does not own property at the corner of US 1 and Cypress Drive, a sign could only be located within the right-of-way. This could pose a problem with FDOT, which has jurisdiction over US 1. Although it would have less visual impact than a monument sign, a decorative street sign could still be very effective in announcing the entrance to the marina and may be more acceptable to the FDOT. It would also be visible from both sides of US 1.

Here is an example.



Intersection of Cypress Drive and Lake Shore Drive

At this location the customer needs to be directed to either the main marina or, if they missed the first turn, to the boat launch. For this sign you could use a simpler painted or routed wood panel on a single post located within the median of Lake Shore Drive. Here is an example of the type of the information that could be provided:



Other Signs

The following signs would be useful but could be the type of basic metal signs commonly found in parking areas. Some of these already exist but would need to be augmented once the west lot is better incorporated into the overall site plan. Marina Manager Jim Hart may have some additional suggestions.

- Sign at the end of Lake Shore Drive at its intersection with Silver Beach Road directing customers to the boat ramp.
- Sign directing boaters to the west lot from the east lot.
- One Way/Exit Only sign on the east side of the connection from the east lot into the west lot.
- One Way/Exit Only sign on the south side of the west parking lot where it intersects with Silver Beach Road.
- Signs stating prices such as for overnight parking, “launch and dock”, annual passes, etc.
- Signs indicating the maximum combined vehicle/trailer length for particular groups of parking spaces.