



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: June 4, 2025  
Originating Department: CRA  
Agenda Title: Discussion - Requested Sale of Lake Park CRA Property - 800 Park Avenue

Approved by Town Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Agenda Category (i.e., Consent, New Business, etc.):

Cost of Item: \$0.00 Funding Source: \_\_\_\_\_  
Account Number: \_\_\_\_\_ Finance Signature: \_\_\_\_\_

Advertised:  
Date: \_\_\_\_\_ Newspaper: \_\_\_\_\_

Attachments: \_\_\_\_\_  
\_\_\_\_\_

Please initial one:  
\_\_\_\_ Yes I have notified everyone  
AJ Not applicable in this case

Summary Explanation/Background:

On February 14, 2025, the Lake Park CRA received an unsolicited proposal for the purchase of 800 Park Avenue. Subsequently, the CRA Board, sitting as the Town Commission directed staff to look into the logistics of considering a proposal to sell the 800 Park Avenue building as it houses several Town and CRA offices as well as equipment, activities and programs.

As a result, staff has reviewed the effect on current services and options should the property be sold. If the CRA Board determines that it is in the best interest to sell/dispose of the property to support new economic development within the downtown area, the Town would be required to issue a Notice to Dispose of property in accordance with state law to ensure that other potential purchasers/proposals are able to be received and considered.

### History of the Property:

Location: 800 Park Avenue  
Purchased: July 7, 2009 - \$293,000  
Owner: Lake Park CRA  
Appraisals: Appraisal #1 - \$575,000  
Appraisal #2 - \$600,000

### Current Uses:

- CRA Office (2 Staff)
- Town Recreation Staff [One (1) Recreation Supervisor]
- Video Equipment
- Palm Beach County Fiber Optic Service
- Town of Lake Park Summer Camp – 8 weeks (from June to August each summer - Camp can only hold 20 students and 4 camp counselors)

### Constraints for current uses:

- Limited office space and limited or no privacy for offices or conference space
- Summer Camp requires the displacement of CRA Staff for the term of camp (8 weeks)
- Planned addition of new CRA Staff (funded within FY 2025 Budget) does not maintain a current office location and may be required to work in a separate location from the CRA Administrator
- Limited spacing does not enable Town and/or CRA to expand services and/or activities to support/improve quality of life within community (i.e., summer camp, recreation classes, CRA business trainings, etc.)
- The current office use and recreational activity-type center may not be the highest and best use for a property directly on Park Avenue – May not align with the goals within the Lake Park CRA Plan

Thus, the CRA staff worked with Town staff to assess the CRA's and the Town's options should a determination be made to sell the CRA Building located at 800 Park Avenue:

1. Which Town and CRA staff would need to be relocated and What type of building and/or space would be needed to support Town and CRA activities, programs and services?
2. What would happen to the Town's summer camp, recreation activities and programs, etc.?
3. What would need to be relocated/removed from the building?

Note: Should the CRA Board decide to not to sell/dispose of the 800 Park Avenue building, staff would recommend that various changes to the building and the current uses to ensure increased productivity and customer service to both our commercial and residential communities.

### **1. Which Town and CRA staff would need to be relocated and What type of building and/or space would be needed to support Town and CRA activities, programs and services?**

**Recreation Supervisor:** The Recreation Supervisor may be relocated to the Pro Shop in Kelsey Park, which is currently used as a storage room for the soccer program (which will be moved back to Bert Bostrom Park in August 2025).

**PROS:** Moving to the Pro Shop would provide a more convenient location for the Recreation Supervisor to monitor the activities within the park, including the tennis and pickleball courts,

indoor pavilion, playground, fitness trail, future splash pad, as well as the public restrooms. In addition, it would give the Recreation Supervisor the opportunity to implement the youth, adult and senior programming are currently unable to be provided due to the current need to share office with the CRA staff.

**CHALLENGES:** The disadvantage of moving to the Pro Shop is that it would not have immediate/direct access to a restroom (restrooms are available onsite within Kelsey Park and the Evergreen House). However, there is available plumbing located near the ice machine that could be used to renovate the office and install an ADA compliant restroom, which could be utilized by the relocated Recreation Supervisor as well as election poll workers/volunteers, recreation program instructors and summer camp.

**PROPOSED COST TO OVERCOME CHALLENGES:** Construct ADA restroom - Approx. \$6,000 - \$8,000.

**CRA Staff:** The CRA would need to purchase or lease space to support CRA offices, activities and programs, which would include approx. 1,000 to 1,500 SF that would include a restroom, meeting area and office space that can be divided.

**PROS:** Provision of dedicated Lake Park CRA office space to promote and provide a professional environment focused solely on economic development, business development and residential growth within the CRA District

**CHALLENGES:** Identifying an ideal space within the CRA that would provide the needed space and amenities while also ensuring accessibility and promotion of the CRA

**PROPOSED COST TO OVERCOME CHALLENGES:** Current leasing rates within the Town's CRA District and/or PADD is approx. \$20-30 per SF. The proposed purchase of property would require an upfront cost (to be determined) and/or a loan. The values of vacant office space properties for sale will be dependent on the location, surrounding valuations/comparables, etc. However, the CRA would support either cost to overcome the proposed challenges with the funding from the sale of the 800 Park Avenue property as well as expected TIF revenues [provided that changes do not occur to state law and the use of funding and timing of funding by the state legislature (not expected this year)].

## **2. What would happen to the Town's summer camp, recreation activities and programs, etc.?**

**Option 1:** Host Summer Camp within the Indoor Pavilion within Kelsey Park.

**PROS:** Would enable the Lake Park Summer Camp to continue to be held within a Town building until a future space (i.e., Community Center, etc.) is identified.

**CHALLENGES:** The proposed location would continue to limit the summer camp program to only twenty (20) campers and all would also limit the use of games, activities and equipment that are currently utilized within the Recreation Building (800 Park Avenue). Further, in order to be eligible to receive the 2026 Palm Beach County Summer Scholarship Program, the Town would be required to provide/add a private restroom and install a temporary closure for the back patio no later than January 1, 2026. Approximately 65% of the Town's campers are a part of the PBC

Scholarship Program, which makes up 80% of the summer camp's annual revenue.

**PROPOSED COST TO OVERCOME CHALLENGES:** To be determined (TBD) based on the cost to make bathroom and back patio improvements. If these improvements are not completed prior to the required Palm Beach County timeline, the Town would be required to make a choice to fund the lost revenues within the upcoming FY 2026 Budget to support those summer campers who would not be able to fund the cost to attend a local summer camp.

**Option 2:** Utilize budgeted summer camp funds to partner with Lake Park Elementary and host summer camp at Lake Park Elementary.

**Note:** Lake Park Elementary staff have notified the Town's Special Events Department that it is expected that the school will lose some of their summer camp funding and, by partnering with the Town, we both (together) would continue to serve our Lake Park community and residents.

**Option 3:** Utilize budgeted summer camp funding to host weekly sports camps (soccer, tennis, pickleball, basketball, etc.) within the renovated Bert Bostrom Park and Kelsey Park.

**Option 4:** Utilize budgeted summer camp funding to provide scholarships for Lake Park residents to attend other local summer camps.

**PROS:** (Options 2-4): Enables our Lake Park community and residents to continue to maintain the needed access to a local summer camp.

**CHALLENGES:** Eliminates the Town's eligibility within the Palm Beach County Summer Scholarship Program (i.e., lost annual revenues to support local camper registration costs, etc.) until a future space (i.e., Community Center, etc.) is identified.

**PROPOSED COST TO OVERCOME CHALLENGES:** The Town would be required to make a choice to fund the lost revenues within the upcoming FY 2026 Budget to support those summer campers who would not be able to fund the cost to attend a local summer camp.

### **3. What would need to be relocated/removed from the building?**

**PROS:** Would enable the Town and CRA to sell the 800 Building to promote and provide a professional environment focused solely on economic development, business development and residential growth within the CRA District.

**CHALLENGES:** Currently, the 800 Park Avenue Building maintains fiber optic equipment from Palm Beach County to support internet connections within the building. This equipment would be required to be removed or capped off. Additionally, Town video surveillance equipment and other office-related furniture and equipment would need to be relocated.

**PROPOSED COST TO OVERCOME CHALLENGES:** To be determined (TBD) based on Town staff hours needed as well as additional costs to Palm Beach County.

Although there are challenges associated with the requested sale/disposal of the CRA's building located at 800 Park Avenue, there are also a number of important pros/benefits that would promote and provide a

professional environment focused solely on economic development, business development and residential growth within the CRA District.

**Recommended Motion:**

Discuss the various options for the Lake Park CRA building located at 800 Park Avenue and provide direction to staff on how to proceed with the recent request to purchase the building to support a new local business within to the Town's Downtown core.