



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 03, 2025

Originating Department: Public Works

Agenda Title: Resolution 55-09-25 – 2024-2025 - Community Development Block Grant (CDBG) Award Agreement - 1st Amendment (Re-Approval) - PBC Department of Housing & Economic Development (DHED) - Splash Pad/Water Feature (Kelsey Park) - \$400,916

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$0.00 **Funding Source:** Community Development Block Grant (CDBG)

Account Number: _____ **Finance Signature:** Barbara A. Gould

Advertised:
Date: _____ **Newspaper:** _____

Attachments: Revised Amendment No. 1 to Agreement R2025-0815 (Kelsey Park Splash Pad)
Resolution 55-09-25
Original Agreement R2025-0815
Town Commission's initial approval of Amendment No. 1

Please initial one:

Yes, I have notified everyone.

Not applicable in this case

Summary Explanation/Background:

The Town of Lake Park was awarded a 2024-2025 CDBG Grant to fund the development and partial construction of a Community Center and Aquatic Facility (approved by the Town Commission on May 7, 2025). However, the Town Commission determined that it was not appropriate to move forward with this project at this time utilizing CDBG funding. As a result, the Town requested that this funding be re-programmed to support the design and construction of a splash pad/water feature within Kelsey Park, in accordance with the Town's Master Plan for this facility.

Note: The Town Commission previously concluded that the Community Center project would require further community engagement efforts and planning and, that outside of the previously approved CRA funding to support the master plan development for Bert Bostrom Park, additional funding supporting this project would not be program/funded until a determination is made by the Town Commission and following the completion of the Park Master Plan.

As a result, the Town formally requested Palm Beach County's Department of Housing & Economic Development (DHED) to amend the original Agreement and approve a revised Agreement (Amendment 001 to the Agreement) and project scope of work to construct a Splash Pad (or water feature) within Kelsey Park.

DHED approved the request and issued a revised Grant Agreement (R2025-0815) on May 7, 2025 that allocates \$400,916 in CDBG funding (Town match not required) for design and construction activities to support a new Splash Pad/Water Feature.

The proposed 1st Amendment was originally approved by the Town Commission on August 6, 2025; however, following the Commission's approval, the County issued revised language to the proposed Amendment, which is being presented to the Town Commission for consideration. The additional language includes, but is not limited to the following:

- Professional Services (Section C): Clarifies that consultant/design costs performed by Town staff are the Town's responsibility unless otherwise indicated in writing by the County.
- Procurement and Construction (Section D): Allows the Town to use multiple contracts with written notice and justification to the County, rather than requiring prior County approval.
- Performance Requirements (Section F): Extends project deadlines, including construction contract award (extended to April 30, 2026), construction completion (extended to July 31, 2026), and final CDBG reimbursement (due July 15, 2026). The agreement expiration date is extended to September 30, 2026.

If approved, staff will begin the engineering selection process and the construction phase. Project completion is expected by September 30, 2026.

The proposed revised Amendment (001) to the CDBG Grant Agreement with Palm Beach County was prepared by Palm Beach County and reviewed by the Public Works Director, the Project Manager - Capital Projects, the Grant Writer/Chief Public Information Officer, the Finance Director and the Town Attorney.

Recommendation:

I move to re-adopt Resolution 55-09-25 – 2024-2025 - Community Development Block Grant (CDBG) Award Agreement - 1st Amendment - PBC Department of Housing & Economic Development (DHED) - Splash Pad/Water Feature (Kelsey Park) - \$400,916; and authorize the Mayor to execute the revised Grant Agreement Amendment (001) with Palm Beach County.