

# Exhibit C

Thank you Jamie. Please print for the Commission, Attorney, Clerk and myself.

Thank you.

Have a great day.

Richard J. Reade  
Town Manager  
Town of Lake Park, Florida

Tel: 561.881.3304

E-Mail: [rreade@lakeparkflorida.gov](mailto:rreade@lakeparkflorida.gov)

*Please note: Florida has a very broad public records law. Written communication regarding Town business are public records available to the public upon request. Your e-mail communications are therefore subject to public disclosure. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entry, instead contact this office by phone or in writing. Section 668.6076, F.S.*

**From:** Jaime J. Morales <jmorales@lakeparkflorida.gov>

**Sent:** Friday, June 12, 2026 12:18 PM

**To:** Richard Reade <rreade@lakeparkflorida.gov>; John Linden <jlinden@lakeparkflorida.gov>; Judith Thomas <jthomas@lakeparkflorida.gov>; Michael Hensley <mhensley@lakeparkflorida.gov>; Michael O'Rourke <morourke@lakeparkflorida.gov>; Roger Michaud <rmichaud@lakeparkflorida.gov>

**Cc:** Baird, Thomas J. <TBaird@jonesfoster.com>; Janet Perry <jperry@lakeparkflorida.gov>; Vivian Mendez <vmendez@lakeparkflorida.gov>; Barbara Gould <bgould@lakeparkflorida.gov>; Paula LeBlanc <pleblanc@lakeparkflorida.gov>; Dwayne Bell <dbell@lakeparkflorida.gov>

**Subject:** In-House Maintenance Assessment for 801 Park Avenue Open Field

Good afternoon, Commissioners and Town Manager,

I hope you are all doing well.

The purpose of this email is to provide a brief cost and operational assessment regarding the regular mowing, string trimming, and weed trimming of the approximately 0.54-acre open field located at 801 Park Avenue.

For transparency and to help avoid any inadvertent Sunshine Law concerns, no responses or discussions among Commission members are requested. Please do not use "reply all." Any questions may be directed to the Town Manager or staff individually.

Based on the current scope of work, the maintenance can be performed in-house by three Town employees in approximately three hours per service cycle. At an average hourly rate of \$18.47 per employee, the estimated direct labor cost is as follows:

3 employees × 3 hours × \$18.47 per hour = \$166.23 per service cycle.

To provide a more complete in-house cost estimate, the following operational costs should also be included:

- Fuel: \$4-\$8 per service cycle.
- Equipment wear and maintenance: \$10-\$20 per service cycle.
- Minor overhead and supervision factor: \$5-\$10 per service cycle.

Based on these estimated costs, the total in-house cost per service cycle would be:

\$166.23 labor + \$19 to \$38 operational cost = \$185.23 to \$204.23 per service cycle.

Assuming the work is performed twice per month, the estimated annual service frequency would be approximately 24 service cycles. Based on this frequency, the estimated annual in-house cost would be:

$\$185.23 \text{ to } \$204.23 \times 24 \text{ service cycles} = \$4,445.52 \text{ to } \$4,901.52 \text{ annually.}$

By comparison, the outside service cost is \$900 per month, or \$10,800 annually. Based on this comparison, performing the work in-house would result in an estimated annual savings of approximately \$5,898.48 to \$6,354.48.

The in-house option also provides the Town with greater scheduling flexibility, improved responsiveness following rain events or periods of accelerated vegetation growth, and better control over the property's overall condition.

It should be noted that this estimate includes direct labor and basic operational costs but excludes employee fringe benefits and extraordinary equipment repairs. However, because the Town already has the staff and equipment necessary to perform this type of routine field maintenance, the in-house option appears to be a reasonable and cost-effective approach.

Staff recommends performing the regular mowing, string trimming, and weed trimming of the 801 Park Avenue open field in-house on an estimated twice-per-month basis, provided that staff availability and equipment capacity remain sufficient.

Respectfully,

Jaime J. Morales

**Jaime J. Morales**

Department of Public Works Director  
Town of Lake Park  
650 Old Dixie Highway, Lake Park, FL 33403  
Phone number: (561) 881-3345, Ext. 648



Together, we construct the foundation of our future by building a stronger community, one project at a time.



Please Note: Florida has a comprehensive public records law. I'd like you to know that written communications related to Town business are public records and available to the public upon request. Your email communications are, therefore, subject to public disclosure. If you don't want your email released in response to a public records request, please do not send electronic mail to this entity; instead, you can contact this office by phone. Section 688.6076 F.S.