



**TOWN MANAGER COMMENTS
REGULAR TOWN COMMISSION MEETING
Wednesday, December 18, 2024**

INFORMATION TECHNOLOGY

We have launched a new cyber security training program designed to enhance our safe computing practices. Going forward and at the beginning of each month a new training module covering various security topics will be sent to all employees and elected officials. These training modules are designed to be brief and engaging, and completion of these modules is mandatory. Any questions should be directed to the Chief Information Security Officer.

LAKE PARK PUBLIC LIBRARY

The Town of Lake Park was an honorable mention for the Small Municipality category of this year's Read for the Record campaign. The town of Lantana was the Read for the Record winner.

The Lake Park Public Library would like to thank the Friends of the Lake Park Public Library for donating a flat-screen television which replaces the over 7 year old current TV.

The Library will be closed on Christmas Eve, December 24th, Christmas, December 25th, and New Year's Day, January 1st. The Library will be open Monday, December 23rd until 6 p.m. and until 8 p.m. on December 31st.

Due to the holidays, ESOL, the Homework Club, Chess Club, and Enrichment Time will not be held starting Friday, December 20th. These activities will resume on January 6, 2025, after the New Year starts. There will be Story Times on December 21st and 28th and January 4th. Children's Crafts will be held on December 31st.

PUBLIC WORKS

At the December 18, 2024 meeting, the Commission approved on second reading an amendment to the town's ordinance allowing the use of golf carts on local roads within the town's jurisdiction. Per Florida Statute, local governments permitting golf cart usage on their roads must install signage to communicate such allowances effectively.

Currently, the Public Works department lacks a comprehensive inventory of street signs across the town. However, based on historical data from three roads showing 116 signs, we estimate approximately 400 signs are installed throughout the town's road network. Utilizing approximately 30% to 40% of the total estimated amount of signed, we would need 125 to 175 new signs. To comply with the ordinance requirements, we calculated an estimated cost based on these assumptions: 125 to 175 signs will be mounted on existing poles, estimated at \$12,500 to \$17,500.

Inasmuch as the above amount has not been budgeted for Fiscal Year 2025, we will be bringing forth a budget amendment in early 2025 to provide for such amount so that the required signage can be installed.

SPECIAL EVENTS

City of Rivera Beach MLK Parade

The Town Commission received an invitation to participate in the annual Martin Luther King, Jr. Parade hosted by the City of Riviera Beach on Saturday, January 18, 2025 at 10:00 a.m. At this time, we would like to know if there are any Commissioners that would like to participate.

Lake Park Elementary Caroling Event

Students from Lake Park Elementary will be caroling on Thursday, December 19 from 5:00 p.m.–6:00 p.m. The students will start at Lake Park Elementary, travel north towards Foresteria Drive, west towards 6th street, south on 6th street, east on Evergreen Drive and back to the school.

For more information regarding special events and recreation programs, please contact the Special Events Department at 561-840-0160.

TOWN COMMISSION CONSENSUS

Bert Bostrom Park Upcoming Construction

I would like to bring to your attention a potential safety concern regarding the upcoming construction at Bert Bostrom Park. The stormwater storage chamber installation is scheduled to begin in January 2025, and due to the heavy construction activities involved, we strongly recommend closing the entire park to the public for the duration of this phase of the project.

While the basketball court and playground on 6th Street are currently fenced off, there is still a risk that children, driven by curiosity, may attempt to access the construction zone. Seeking Town Commission consensus on the recommendation to closure of Bert Bostrom Park during the construction as the project presents a significant safety issue.

Town of Lake Park Code Legal Review Update

The CivicPlus legal review of the Town of Lake Park Code will be done at the earliest mid-January 2025 and latest beginning of February 2025. The Agreement date of completion for December 3, 2024 is said to be the ending of the initial term and not associated to the completion date of the legal review. If it is the desire of the Town Commission it can be requested of the attorneys to escalate this project to urgent. Seeking Town Commission consensus.

Town Hall Holiday Decorations

On October 29, 2024, the Town of Lake Park entered into a contract with Brandano Displays, Inc. for the installation of holiday decorations at Town Hall and their maintenance. According to the scope of work as part of the contract, installation was supposed to be complete by November 24, 2024. This did not occur.

Despite repeated attempts to engage the Brandano regarding their commitment to honor the contract, we have not received any response or confirmation from them. And as of this date, the installation has not been completed. It was brought to our attention today that the contractor has partially started installing lights on a building but has not completed the work or communicated their intentions. This lack of responsiveness and failure to fulfill the agreed-upon obligations raises significant concerns.

The term of this contract commenced upon execution by both parties and shall continue until January 15, 2025. We are seeking your consensus to terminate the contract in accordance with the termination clause at Item 9 clause which states that “either party may terminate this Agreement for convenience by providing the other party with 90 days advance written notice of its intention to do so, and to pay Brandano for all work performed up to the termination date”. Inasmuch as Brandano did not complete the installation by November 24, 2024 as set forth in the scope of work and has been nonresponsive to our repeated attempts to engage them, we are seeking consensus to have the Town Attorney terminate the contract, and to withhold payment.

LOCATION OF NAUTILUS SALES OFFICE (BARGE) DEED MODIFICATION MATTER

In our conversations with the Florida Department of Environmental Protection (DEP) regarding the Deed modification matter, DEP made it clear that the Nautilus Sales Office must be relocated from its present location. We have reached out to Forest Development and asked them to identify any land available on their property to where it could relocate its sales office.

PALM BEACH NORTH CHAMBER OF COMMERCE

As I advised the Commission by email, the Palm Beach North Chamber of Commerce has developed its new Business Resource Center where new businesses can find resources to assist with start-ups, networking and educational opportunities, and it has developed its New Business Checklist a copy of which is attached. The first bullet on this checklist “Write Your Business Plan”. I believe this is very important information, and we have already started providing it to new businesses as part of our Business Tax Receipt packet.

I have invited Palm Beach North Chamber of Commerce President and CEO Noel Martinez to our January 15, 2025 Commission meeting to give a presentation about this new resource center, as well as talk about the assistance that the Chamber provides to Lake Park Elementary School. I have also asked him to say a few words about the Chamber’s ribbon cutting packages for new businesses. I had invited him to tonight’s Commission meeting; however, he has a prior conflict.

“HURRICANE READY” PRESENTATION BY WPBF

I have also advised the Commission by email that now that the 2024 Hurricane Season had come to a close, it's time to start identifying ways in which we can assist our residents in preparing for the 2025 Hurricane Season. Toward that end, I have reached out to WPBF and arranged to have one of their meteorologists come to Town Hall to give a “Hurricane Ready” presentation which will be open to the public. The date and time for this presentation is Saturday, May 10, 2025 at noon in our Commission Chamber (the latter in order to facilitate live streaming). We will also supplement this information with our annual Supplement to the Emergency Management Plan in which we list current hurricane shelters and how to register for the Special Needs Shelters; up-to-date evacuation routes; and, local grocery stores and gas stations which are powered by generators. We will also supplement this with FEMA information, as well as any other relevant information.

HOLIDAY OFFICE CLOSURES

Christmas Week Updates

All Town of Lake Park offices, except the Lake Park Harbor Marina, will be closed on Christmas Eve, Tuesday, December 24, 2024. The Lake Park Harbor Marina will operate from 8:00 a.m. to 2:00 p.m.

All Town of Lake Park offices, including the Lake Park Harbor Marina, will be closed on Christmas Day, Wednesday, December 25, 2024.

Sanitation services for Christmas week are as follows:

Monday, December 23: Garbage cart and vegetation collection

Wednesday, December 25: No service in observance of Christmas (Dumpster service will move to Thursday, December 26)

Thursday, December 26: Garbage cart and bulk trash collection

Friday, December 27: Recycling cart collection

New Year's Week Updates

All Town of Lake Park offices, except the Lake Park Harbor Marina, will be closed on New Year's Day, Wednesday, January 1, 2025. The Lake Park Harbor Marina will operate on normal business hours from 8:00 a.m. to 5:00 p.m.

Sanitation services for New Year's week are as follows:

Monday, December 30: Garbage cart and vegetation collection

Wednesday, January 1: No service in observance of New Year's Day (No change to dumpster service)

Thursday, January 2: Garbage cart and bulk trash collection

Friday, January 3: Recycling cart collection



Lake Park
Elementary
Holiday
Caroling
Night

Join us at
410 3rd St, Lake
Park, FL
December 19, 2024
starts at 5pm

NEW BUSINESS CHECKLIST



- Write Your Business Plan
- Create Your BLAIM Team
 - Banker, Lawyer, Accountant, Insurance Agent, and Mentor
- Determine Your Legal Structure
 - LLC, C Corporation, S Corporation, Sole Proprietorship, Nonprofit
- Register Your Business
 - Register with the State of Florida on Sunbiz.org.
 - Register with your municipality or Palm Beach County.
- Obtain Necessary Tax Information
 - For Federal Identification Numbers (EINs), apply through the IRS.
 - For State Sales Tax and State Withholding Tax, visit the Florida Department of Revenue.
- Open a Business Bank Account and Identify Sources of Funding
 - Sources of funding can include commercial bank loans, grants, micro-loans, angel investors, venture capitalists, or friends & family.
- Consider Insurance Options
- Attend Networking Events and/or Join an Industry Association

FOR MORE INFORMATION

Interested in scheduling a ribbon cutting or expanding your network through opportunities with your local chamber? Contact us!

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LOCAL BUSINESS RESOURCE CENTER

Powered by the **Palm Beach North Chamber of Commerce**

Scan the QR code below to visit the Local Business Resource Center powered by the Palm Beach North Chamber of Commerce. Here you will find access to resources such as business startup information and networking & educational opportunities.



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