



Lake Park Town Commission, Florida

Commission Budget Workshop

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

Thursday August 28, 2025 5:30pm

Roger Michaud	—	Mayor
Michael Hensley	—	Vice Mayor
John Linden	—	Commissioner
Michael O'Rourke	—	Commissioner
Judith Thomas	—	Commissioner
Richard J. Reade	—	Town Manager
Thomas J. Baird	—	Town Attorney
Vivian Mendez, MMC	—	Town Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contract the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

5:40 P.M.

PRESENT

Mayor Roger Michaud

Vice Mayor Michael Hensley

Commissioner Judith Thomas

Commissioner John Linden

Commissioner Michael O'Rourke arrived at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Michaud led the Pledge of Allegiance.

SPECIAL PRESENTATION/REPORT:

1. FY 2026 Budget Workshop (#2) - Proposed General Fund, Special Revenue & Capital Projects Funds Expenditures

Finance Director Barbara Gould presented the proposed budget for the general fund via Exhibit A. Town Manager Reade provided an explanation of how salary fluctuations will be represented in the budget moving forward and provided a summary of the cost of living and merit increases for staff. Commissioner Thomas brought up some concerns with the Human Resources (HR) responsibilities and wanted to be sure that the job functions would be covered with the removal of the HR Director position. Commissioner Thomas also requested clarification on “special pay” within the Town Manager budget. Finance Director Gould explained that special pay would include longevity pay, vehicle stipend and cell phone stipend. Commissioner Thomas asked about Town retirement matching. Finance Director Gould explained that this is no longer an expenditure due to the Town joining the Florida Retirement System (FRS). Town Manager Reade spoke about the improvements made to the hiring process within the HR Department. Commissioner Thomas made suggestions for cost reduction in regards to copiers/printers to consolidate printing to one or two units. Chief Information Technology Officer Paul McGuinness stated that the current leases are about to expire and they are looking into cheaper alternatives. The Commission discussed the need to conserve paper by reducing printing. Commissioner Thomas spoke about the need for an increase in the Town Clerk salary due to additional responsibilities. Town Manager Reade stated that the Clerk’s duties are increased but are also being reduced once the Procurement Specialist is hired as that person would then take that responsibility from the Clerk’s Office. Commissioner Thomas asked about the code review process and cost. Town Clerk Mendez explained that process and that the costs were associated with the initial review done by Municode, but the actual code re-write process is being done in house and it would be a very long process. Finance Director Gould explained that there was an increase in expenditures by the legal department. Town Manager Reade explained that they increased this amount to accommodate upcoming potential legal actions. He went on to say that these funds would come out of the \$1.2 million that is expected from the approval of the reverter clauses, but if those funds are not received, then the additional legal funds would come from reserves.

Commissioner Thomas stated she would like these funds to be utilized for legal expenses and not specifically for Town Attorney expenses. The Commission discussed various components of the proposed new website costs within the Communication & Grants budget. Chief Information Technology Officer Paul McGuinness provided an update on the Tyler software implementation and training within various departments. Town Manager Reade provided an explanation of the Marina P3 Project department budget. He stated that these funds represent reimbursable costs from the developer including attorney's fees. Finance Director Gould explained the Finance Department budget. Commissioner Thomas stated that she would like the Finance Director to be better compensated. Commissioner Linden asked if there would be another compensation study done any time soon. Town Manager Reade spoke about his desire to do another salary study and use different comparable markets for analysis. Commissioner Linden requested that a proposed cost for another salary study be added to this proposed budget. Commissioner Thomas stated she would be in favor of doing a salary study and also suggested using funds from vacant positions to properly compensate valuable existing staff. Commissioner O'Rourke spoke about alternate ways to compensate staff and feels that Lake Park does not have the revenue that other communities have and so staff will be under-paid in comparison. The Commission discussed the various components of the previous salary study. Town Manager Reade spoke about the Shot spotter software. There was some discussion about the maintenance costs for the Sheriff's Office building. Commissioner Thomas stated that the Town should not have to maintain the building on top of paying for the Sheriff's services. Public Works Director Jaime Morales stated that the entire facility and amenities are maintained by the Town. Mayor Michaud asked Palm Beach Sheriff's Office Captain Thibodeau about his experience working in other areas. Captain Thibodeau stated that it is common practice for the municipality to provide the building and maintenance. He went on to say that there have been maintenance items in the building that they have taken care of themselves such as painting. Commissioner Linden asked if the 3% raise for the Sheriff's Office is negotiable. Captain Thibodeau stated that he believes the raise is 3% across the board, but those negotiations would go through the Sheriff. Mayor Michaud stated that there was no increase for Sheriff's services last year because the Town had added three new positions in lieu of paying an increase. Captain Thibodeau confirmed this to be correct. Finance Director Gould

and Town Manager Reade spoke about the value of having a contracted individual to assist with claims and reimbursements in regards to the emergency management budget. Finance Director Gould explained the increase to the grounds budget to cover the increase in maintenance for Bert Bostrom field. Commissioner O'Rourke asked what kind of turf was laid down in Bert Bostrom Park. Public Works Director Morales stated that it was Bermuda grass. He went on to say that the grass has a six month warranty and is more expensive to maintain. Commissioner Linden proposed cutting some items in order to provide raises to some of the Public Works staff or to change their titles so that they would be in a higher pay range. Commissioner Linden asked about iguana removal service within the facilities budget. Public Works Director Morales provided an explanation of the expense and that it would be for only one year, after that the residents in the affected area will need to pay for the service. Town Manager Reader spoke about a cost analysis that would be taking place over the next year in regards to the leasing program within Vehicle Maintenance budget. Commissioner Linden asked about the National Institute for Automotive Excellence Certification costs. Public Works Director Morales will provide that information at a later point. In regards to the Community Development Budget Finance Director Gould spoke about the increase in funds for the revised mobility plan and for a new impact fee. Town Manager Reade stated that the mobility plan would be revised to incorporate the County roads so the Town would collect those fees. They are in the process of negotiating this with the County. Town Manager Reade spoke about various re-negotiations happening within the Community Development Department to either increase revenue or decrease costs. Commissioner Linden asked about the contractual costs recovery item. Finance Director Gould explained that it is a reimbursement as a deposit. The Commission agreed to continue with the rest of the budget at a later date. Motion made by Commissioner Thomas to continue the meeting to Thursday September 4th at 6pm. Seconded by Commissioner Linden. Voting Aye: All.

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

-Susan Lafontaine provided comments via Exhibit B.

-Pablo Perhacs provided comments via Exhibit C and spoke about salary discrepancies.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney was not present.

Commissioner Thomas had no comments.

Commissioner Linden had no comments.

Vice Mayor Hensley had no comments.

Commissioner O'Rourke expressed gratitude to staff and fellow Commissioners.

Mayor Michaud also expressed the same gratitude.

ADJOURNMENT:

Motion to adjourn made by Commissioner Thomas. Seconded by Vice Mayor Hensley. Voting Aye; All.

Workshop adjourned 9pm

Mayor Roger D. Michaud

Town Seal

Town Clerk, Vivian Mendez, MMC

Deputy Town Clerk, Laura Weidgans

Approved on this _____ of _____, 2025