



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: September 17, 2025

Originating Department: Town Clerk

Agenda Title: Resolution 69-09-25 - Reschedule Town Commission Regular Meetings - October 2025 (2nd & 4th Wednesday of Month)

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

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

Cost of Item: \$0.00 **Funding Source:** _____

Account Number: _____ **Finance Signature:** _____

Advertised:

Date: _____ **Newspaper:** _____

Attachments: Resolution

Please initial one:

_____ Yes I have notified everyone

_____ Not applicable in this case

Summary Explanation/Background:

In accordance with the Town of Lake Park's Town Code, the Town Commission's Regular Meetings are scheduled to be held on the 1st and 3rd Wednesday of the month (Town Code – Section 2-51 – Schedule.). However, it has been identified that the first planned meeting on October 1, 2025 would fall on Yom Kippur and the second planned meeting on October 15, 2025 would occur while many of the Commission members would be in attendance at the Florida Redevelopment Association's (FRA) Annual Conference.

The Town's Code provides the following:

Sec. 2-51. - Schedule. - All meetings of the town commission shall be scheduled as follows:

- (1) Regular meetings of the town commission shall be conducted on the first and third Wednesdays of each month commencing at 6:30 p.m.

As a result, staff is recommending that the Regular Town Commission Meetings in October 2025 be moved from the 1st and 3rd Wednesday of the month (as required by Town Code) to the 2nd and 4th Wednesday of the month.

Recommended Motion:

I move to approve Resolution 69-09-25 and reschedule the Town Commission's Regular Meetings in October 2025 from the 1st and 3rd Wednesday of the month (as required by Town Code) to the 2nd & 4th Wednesday of month.