



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: August 06, 2025

Originating Department: Public Works

Agenda Title: Resolution 43-08-25 – 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

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

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

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

Advertised: _____

Date: _____ **Newspaper:** _____

Attachments: Resolution 43-08-25 Authorizing Execution of the Grant Agreement Amendment

Grant Agreement Amendment (for execution)

Grant Amendment Request Correspondence

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.

Additionally, the revised agreement provides that the construction of this project may be completed utilizing multiple vendors, in an effort to complete the project on-time and to take advantage of potential cost savings.

Note: The revised Grant Award Agreement provides that the Town may utilize up to \$25,000 of the awarded CDBG grant funding to support the project's design cost.

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

The proposed 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 adopt the Resolution 43-08-25 – 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 Grant Agreement Amendment (001) with Palm Beach County.