



# Lake Park Town Commission, Florida

## Regular Commission Meeting Minutes

Wednesday, August 02, 2023 at 6:30 PM

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

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<b>Roger Michaud</b>	—	<b>Commissioner</b>
<b>Kimberly Glas-Castro</b>	—	<b>Vice-Mayor</b>
<b>John Linden</b>	—	<b>Commissioner</b>
<b>Mary Beth Taylor</b>	—	<b>Commissioner</b>
<b>Judith Thomas</b>	—	<b>Commissioner</b>
<b>John D’Agostino</b>	—	<b>Town Manager</b>
<b>Thomas J. Baird, Esq.</b>	—	<b>Town Attorney</b>
<b>Vivian Mendez, MMC</b>	—	<b>Town Clerk</b>

***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 contact the Town Clerk’s office by calling 881-3311 at least 48 hours in advance to request accommodations.***

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### **CALL TO ORDER/ROLL CALL**

6:31 P.M.

PRESENT

Mayor Roger Michaud

Vice-Mayor Kimberly Glas-Castro

Commissioner John Linden

Commissioner Mary-Beth Taylor

Commissioner Judith Thomas

### **PLEDGE OF ALLEGIANCE**

Led by Mayor Michaud

### **SPECIAL PRESENTATION/REPORT:**

None

**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.*

**CONSENT AGENDA:**

*All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda. Any person wishing to speak on an agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.*

Motion made to approve the Consent Agenda by Vice-Mayor Glas-Castro, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Commissioner Taylor, Commissioner Thomas

1. July 19, 2023 P3 Comprehensive Agreement Workshop Minutes
2. July 19, 2023 Regular Commission Meeting Minutes
3. Request for Authorization for the Town Manager to Encumber and Expend Budgeted Streets and Roads Funding and Accept a Proposal from The Paving Lady to Complete the 2023 Pavements Maintenance Work Plan.
4. Resolution 49-08-23 Authorizing and Directing the Execution of a Modification to the Agreement between the Town of Lake Park and Palm Beach County to Remove Certain Conditions Associated with the Reimbursement "Request by Date" for the West Ilex Park Playground Equipment Replacement Project.
5. Resolution 50-08-2023 1100 2nd Court - Approving Payment of Abatement Expenditures

**PUBLIC HEARING(S) - ORDINANCE ON FIRST READING:**

None

**PUBLIC HEARING(S) - ORDINANCE ON SECOND READING:**

6. ORDINANCE NO.062023 AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, DECLARING A MORATORIUM PERTAINING TO APPLICATIONS FOR PERMITS TO CONSTRUCT OR REPAIR SEAWALLS; PROVIDING THAT THE MORATORIUM SHALL BE IN EFFECT FOR A PERIOD NOT TO EXCEED ONE YEAR TO ENABLE THE TOWN TO ADOPT ANY NEW OR REVISED REGULATIONS PERTAINING TO SEAWALLS; PROVIDING FOR WAIVERS FOR THE PROCESSING OF APPLICATIONS FOR PERMITS FOR SEAWALLS; PROVIDING FOR THE AREA WHICH IS SUBJECT TO THE MORATORIUM; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

Town Manager D'Agostino explained the item. Commissioner Linden expressed concern with the Ordinance. Town Manager D'Agostino explained where the Town was in the process of grant funding to replace the seawalls. Commissioner Linden stated that he does not see a need for a moratorium and recommends reducing the time period down to 6 months. Town Manager D'Agostino explained that there was no public monies spent on the analysis and that there would not need to be an expenditure on the Town's part as a result of the moratorium but it would provide further guidance and standards in regards to the seawalls. Commissioner Thomas asked what the Town's position is on the condos conducting their own engineering surveys of the seawall. Town Manager D'Agostino explained that the guidelines would give the owners the ability to follow the ordinance for repair or replacement. Commissioner Thomas asked for clarification. Town Manager D'Agostino provided additional clarification to the seawall standards. Commissioner Thomas asked if an owner decided not to proceed as per the Town's recommendations, what would be the Town's perspective on that. Town Manager D'Agostino stated that more than likely, there would be no permits issued that were not in compliance with the guidelines set forth by the engineer. Vice-Mayor Glas-Castro spoke about how the Town could become liable if the Town allowed owners to apply their own standards to seawall

repairs. Mayor Michaud agreed with this statement. Town Manager D'Agostino stated the need to preserve these properties.

Motion made to approve Ordinance 06-2023 on Second Reading by Commissioner Thomas, Seconded by Vice-Mayor Glas-Castro.

Voting Yea: Mayor Michaud, Commissioner Linden, Commissioner Taylor

Town Attorney Baird read the Ordinance by title.

## **NEW BUSINESS:**

7. Resolution 48-07-23 Authorizing the Mayor to Execute a Comprehensive Agreement between the Town of Lake Park and Forest Development Acquisitions, LLC for a Qualifying Project pursuant to Fla. Stat. § 255.065, known as the Lake Park Harbor Marina.

Town Manager D'Agostino explained the item. Town Attorney Baird recapped the P3 Comprehensive Agreement. Commissioner Linden asked at what point does Forest

Development take over the Marina. Mr. Don Delaney explained that the service agreement would be negotiated by April 2024, the details of which would depend on various factors.

Vice-Mayor Glas-Castro commented on the decision of this project and to let the public know that the Commission has done and will continue to do its due diligence on this matter. Mayor Michaud commented on the positive ways this project will be reflected in the Town and looks forward to future discussions.

Motion made to approve Resolution 48-07-23 by Commissioner Linden,  
Seconded by Commissioner Thomas.

Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro, Commissioner Taylor

8. Resolution 51-08-23 Adopting the Updated Master Fee Schedule

Town Manager D'Agostino explained the item. Public Works Director Roberto Travieso presented to the Commission the updated Sanitation and Stormwater rates (Exhibit A).

Commissioner Linden expressed concern with the increased rate and asked about the reserve that the Town would have as a result. Mr. Murray Hamilton, Vice-President from Raftelis explained the financial situation with regards to the rates. He spoke about the desire to increase the reserves but that they do not anticipate having a large reserves due to known expenditures that are needed. Public Works Director Travieso reiterated these point and also spoke about all of the potential expenditures that are unknown at this time. Commissioner Linden stated that he

believes the rate is too high and would like to see a more gradual incline in the rate increase. Town Manager D'Agostino spoke about the rates that are needed in order to complete the work that needs to be done today and if we do not get the money, we would need to put off the work that needs to be done. Commissioner Linden stated that in 5 years, we are doubling the rate. He stated that he knows the work needs to be done, but believes the numbers are too aggressive. Town Manager D'Agostino stated that if we do not make the infrastructure improvements, we could be in very serious trouble and would have to spend the money anyway on an emergency basis. Public Works Director Travieso stated that we are spacing out the requirements as much as possible, but there are expenses that will be incurred, plus there are adjustments for inflation, additional employees and fleet demands. He asks if the Commission wishes to reduce the rate that they also need to reduce the level of service to the community. Commissioner Thomas stated that the 89% increase is for equipment and staffing. She stated that our Public Works employees are overworked, each employee doing the work of 3 people. She feels that the rate is steep, but she also appreciates a certain level of service as a resident. She stated that the current level of service we are providing is not at an acceptable level with vehicles being down and being short staffed. Commissioner Thomas would like to stress to the community that the town has been deferring the service upgrades that are needed for many years and although the rate increases are painful, they are necessary. Commissioner Taylor agrees that this needs to be done. She requested for a formed response that she can provide to residents who approach her over the rate increases. Town Manager D'Agostino provided a summary of the services and rate changes that would go into effect. Vice-Mayor Glas-Castro asked if there had been any American Rescue Plan Act (ARPA) dollars that have gone to stormwater. Town Manager D'Agostino stated that 2 million dollars of that money has gone to stormwater. She continued to say that this increase cannot be put off. Mayor Michaud agreed with this statement.

Public Comment:

Tony Bontrager, 1505 Crescent Circle A14 made comments regarding outsourcing sanitation services.

Janet Kranich, 729 Cypress Drive made comments regarding the rate increase for sanitation services.

Commissioner Linden stated additional concerns with Stormwater rates and that they were never agreed upon. Public Works Director Travieso stated that this resolution is only for the proposed rates and that discussion was open at this time to approve it or come up with

alternatives. Town Manager D'Agostino reiterated that a reduction in the sanitation rate would reduce curbside services. He also stated that the amounts that are proposed for condo units could be controlled by how much recycling they are producing. Commissioner Thomas asked if the rates from 2025-2027 had changed. Public Works Director Travieso advised that there was an inflationary adjustment of 3%. Commissioner Thomas agreed with Commissioner Linden that the Master Fee Schedule is misleading and asked if another document can be put together for residents that would be more concise and accurately reflect what residents will be paying. Public Works Director Travieso stated that residents will be receiving a tax bill that will indicate what they will be paying. Town Manager D'Agostino stated that we can update the Master Fee Schedule to indicate that the rate is "per equivalent stormwater unit" and to include the annual rates alongside the per unit rates. Commissioner Thomas asked Vice-Mayor Glas-Castro about the mobile vendor fees because mobile food vendors should not have any fees. They asked staff for clarification on the classification. Town Manager D'Agostino confirmed that these fees would not apply to mobile food vendors. Commissioner Linden asked about the Marina fees and how the calculation for the increase was made. Marina Director Jason Tenney provided a market analysis (Exhibit B) as evidence that an increase is warranted based on surrounding area marina fees. He advised that the rates would still be below market value.

Motion made to approve Resolution 51-08-23 by Commissioner Taylor,

Seconded by Commissioner Thomas.

Voting Yea: Mayor Michaud, Vice-Mayor Glas-Castro

Voting Nay: Commissioner Linden

#### **PUBLIC COMMENT:**

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None

#### **TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:**

Town Attorney Baird had no comments.

Town Manager D'Agostino provided his comments as (Exhibit C).

Commissioner Linden spoke about the Nautilus 220 tour. Had a great time at the chili cook-off and back to school event.

Commissioner Taylor provided comments (Exhibit D).

Commissioner Thomas mentioned the bike ride this Friday and that last Saturday was successful, giving away over 800 books. She stated that tomorrow there is a tree give away at Mounts Botanical Gardens and the Town offers tree planting guidelines. Town Manager D'Agostino offered to provide a list of acceptable trees.

Vice-Mayor Glas-Castro mentioned the community bike ride this Friday from Coastal Karma. She was impressed with everyone's chili and the chili cook-off last weekend. There was an awesome turnout for the back to school event, but she recommends the next chili cook-off be at a cooler time of the year.

Mayor Michaud spoke about the flooding in Broward and cautions condo owners to the seriousness of potential future flooding.

#### **REQUEST FOR FUTURE AGENDA ITEMS:**

Commissioner Thomas asked for a future agenda item for a dedication of a Tree for a deceased resident.

Commissioner Taylor asked for a future agenda item to discuss a big multi-cultural fair for next summer.

Commissioner Linden requests a presentation on code enforcement procedure and also a presentation on the permit process and how we can make the process more efficient.

#### **ADJOURNMENT:**

Motion to adjourn made by Vice-Mayor Glas-Castro

Seconded by Commissioner Thomas

Voting aye: all

8:55 P.M.

**FUTURE MEETING DATE:** Next Scheduled Regular Commission Meeting will be held on August 16, 2023

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Mayor Roger D. Michaud

Town Seal

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Vivian Mendez, Town Clerk

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Laura Weidgans, Deputy Town Clerk

Approved on this \_\_\_\_\_ of \_\_\_\_\_, 2023



# Exhibit A

ALL APPLICATION FEES ARE COLLECTED UPON SUBMITTAL

## Exhibit “A” Master Fee Schedule



### Community Development

<b>Building Permit Fees</b>		
The Permit Fee Schedule shall be based on total valuation as follows:		
<b>No.</b>	<b>TYPE OF FEE</b>	<b>FEE</b>
	Base Fee for Zoning Reviews Only (for example commercial paint permits, or landscape permits) and for Telecommunication permit applications.	\$100 (State surcharge does not apply)
	Minimum Permit Fee up to \$2,499.00 in value	\$100.00
	\$2,500.00 - \$999,999.00	\$100.00 plus 2.0%
	\$1,000,000 and up	\$100.00 plus 1.00%
If a building permit requires Engineering review, this will be assessed at an additional fee per the Town's Engineering contract, with a minimum one (1)-hour charge.		
	Inspection Fee	\$40.00
All permit applications will include required inspections in the permit fee. If additional non-permit related inspections; zoning certificate inspections; structural code compliance inspections; fire damage inspections; courtesy inspections; and all other inspections not otherwise listed are required, a \$40 inspection fee PER inspection will be assessed		
	Re-inspection Fee	\$75.00
	Low-Voltage alarm system permit or low-voltage electric fence	As defined by Florida State Statue
<b>Additional Permit-Related Fees</b>		
	Permit Revision Administrative Fee utilizing the same Permit number	\$50.00
	Sub-Permit Administrative Fee	\$50.00
	Administrative Fee for Permit Renewal/Reissuance	\$60.00
<b>ADDITIONAL PLAN REVIEW &amp; RELATED SERVICES FEE for non-permit related</b>  Building Official; Plans Examiner; Building Inspector; and Related Services Per hour fee based on Town Contract, minimum half-hour charge.  Holiday/Weekend Inspections (minimum three (3)-hour charge) Per hour fee based on Town Contract  <u>Retaining Private Providers for plan reviews and building code services:</u> A permit applicant is entitled to retain a private provider. A letter request must be provided to the Town's building official at permit application and shall be subject to building official approval. All records must be retained by the permit applicant and made available to the Town's staff, building official or inspectors when requested. A permit applicant who retains private providers for plan reviews and other building code services, are required to pay 80% of the permit fee (instead of the entire fee).		

### PERMIT PENALTIES

Any person who commences any work on a building or structure where a building or sign permit is required, who has not obtained the prior written approval from the Town's Building Official, or has not obtained the required building or sign permit shall be subject to the assessment of a penalty of two times (2Xs) the required permit fees listed herein, in addition to the regular permit fees.

	<b>MOVING PERMIT FEES:</b> For the moving of any building or structure exceeding 500 Sq. Ft the Permit Fee shall be:	\$500.00
	<b>CONTRACTOR REGISTRATION FEES:</b> With Palm Beach County registration with a "W" designation	\$2.00
	All Other Contractors	\$10.00
	<b>SIGN PERMIT FEES:</b> Minimum Permit Fee up to \$ 3,000.00 in value	\$100.00
	\$3,000.00 and up in value	\$200.00
	Window Signage (per store window frontage)	\$50.00
<b>DEVELOPMENT REVIEW FEE SCHEDULE</b>		
1	Abandonment of rights of way	\$1,800.00
2	Abandonment of easements	\$1500.00
3	Appeal of Administrative Decisions	\$1,000.00
4	Comprehensive Plan text amendment	\$2,500.00
5	Comprehensive future land use map change, small and large	\$3,000.00
6	Development of Regional Impact	\$5,000.00
	a. Annual report review	\$500.00
7	Development Approval extension	\$1,500.00
8	Development Pre-Application Meeting	\$200.00
9	Developer Agreements	\$1,500.00
10	Planned Unit Development	
	a. Master Plan approval	\$2,000.00
	b. Modification of an approved Master Plan	\$1,000.00
	c. Per waiver request	\$250.00
11	Site plan, nonresidential or residential multi-family 6 units or greater	
	a. 0-14,999 square feet (structure size)	\$2,000.00
	b. Greater than 14,999 square feet (structure size)	\$4,000.00

	c. Per waiver request (if applicable)	\$250.00
12	Site Plan residential within Mixed-Use projects (in addition to nonresidential fees)	
	a. Base fee	\$1,500.00
	b. Additional fee, after the initial 10 units	\$ 10.00 per unit
13	Special Exception or Conditional Use, nonresidential and residential (one use per application)	
	a. 0-14,999 square feet (structure size)	\$1,500.00
	b. Greater than 14,999 square feet (structure size)	\$3,000.00
14	Variance or Waiver, nonresidential	\$1,000.00
15	Variance or Waiver, residential principal structure	\$750.00
16	Zoning code text amendment	\$2,500.00
17	Zoning map amendment	\$2,500.00
18	Zoning determination letter	\$125.00
19	Zoning Confirmation Certificate	\$125.00
20	Zoning Inspection (inspection of premises – per housing unit, or flat fee for commercial). Maximum \$500 for multiple housing units.	\$50.00
21	Home Occupation Zoning Confirmation Certificate	\$125.00
22	Special Event Permit (non-profit or individual not affiliated with for-profit entity)	\$50.00
23	Special Event Permit (commercial/for-profit entity)	\$100.00
24	Minor Replat/Plat	\$500.00
25	Telecommunications Tower Pre-application permit	\$100
26	Telecommunications Tower/Co-Location Application	\$100
27	Certificate of Appropriateness; Designation/De-designation; or Ad Valorem Tax Exemption for historic property (Historic Preservation)	\$200.00
28	Site Plan or Development Approval Amendment	\$500.00
29	Fine Reduction or Waiver Request Application – Code Compliance	\$100.00
30	Time Extension Application – Code Compliance	\$100.00
31	Out of Town/Mobile Vendor Business Registration Application	\$50.00
32	Annual Out of Town/Mobile Vendor Fee	\$250.00
33	Annual Bank Registration Fee	\$150.00
34	Unity of Title	\$500.00

*Recovery of additional costs.* In addition to the afore-stated fees, the Town may, in addition to the applicable application fee, recover the costs referenced below, including, but not limited to, the following:

- 1) Consultant fees incurred by the Town, whenever the Town deems it necessary to retain an outside consultant, or additional services, to assist Town staff in the review and processing of applications for approval, such as the review and analysis of property appraisals, traffic impact analysis, vegetation and environmental assessments, archeological or historic assessments, market studies, engineering studies or reports, telecommunications facility siting, and any other documents, studies, data, reports and other materials.
- 2) Attorney's fees incurred by the Town Attorney or other legal counsel retained by the Town in connection with the review and processing of an application listed herein, and the preparation and/or review of legal documents.
- 3) Costs incurred by the Town in connection with advertising, publication, and mailing of legal notices for public hearings, workshops, or other public meetings; recording fees for the cost of recording instruments in the public records of Palm Beach County.
- 4) In the event that at the time an application is received by the Town, additional costs are reasonably anticipated by the Town to be incurred by the Town, the Town may require the applicant as a condition precedent to processing the application, to deposit an amount estimated by the Town's Community Development Director, to be a sufficient cost deposit. Any monies provided to the Town as a cost deposit, shall be placed into an escrow account created by the Town. After the application is closed out, the Town shall refund any unused cost deposit funds to the applicant.
- 5) The minimum cost deposit shall be \$1,500 or a greater amount if deemed necessary by the Town's Community Development Director to cover all anticipated expenses, whichever is greater.

<b>Code Section</b>	<b>FINE FEES Violation Description An administrative cost of \$10 will be added to all parking-related fines listed on this schedule to recover enforcement tracking software costs charged by the Clerk of the Court.</b>	<b>Fine</b>
10-31 and 10-32	Nuisance	\$100.00
10-153 and 10-154	Noise disturbance 1 <sup>st</sup> Offense	\$250.00
	2 <sup>nd</sup> Offense (minimum of 30 minutes following the 1 <sup>st</sup> offense and within the same 24-hour period)	\$350.00
	3 <sup>rd</sup> Offense and every subsequent offense occurring a minimum of 30 minutes after the 3 <sup>rd</sup> offense and within the same 24-hour period after the 1 <sup>st</sup> Offense)	\$450.00
16-3	Unlawful trespass on public land	\$125.00
18-61 11-14	Domestic animals prohibited in park Dogs running at large prohibited - leash required	\$50.00
18-85	Violation of permit terms for use of park	\$50.00
18-81	No permit for special event	\$250.00
20-32	No permit for garage sale	\$50.00
24-34	Illegal roll-off (residential)	\$250.00
24-74	Illegal roll-off (commercial)	\$250.00
24-8	Illegal dumping / littering	\$250.00
24-39	Overloaded sanitation container (Residential)	\$50.00
24-78	Overloaded sanitation container (Commercial)	\$50.00

30-2	Prohibited parking	\$100.00
31-9	Blocking Parking Aisles in the Marina	\$100.00
30 -33	Commercial loading and unloading	\$250.00
30 -35	Parking commercial vehicle in residential area	\$125.00
32 -57	Illegal watering 1 <sup>st</sup> offense	\$50.00
32 -57	Illegal watering 2 <sup>nd</sup> offense	\$250.00
32-57	Illegal watering 3 <sup>rd</sup> or more offense	\$500.00
34-6	Hatracking; tree topping	\$250.00
70-32	Sign code violation (Town-wide)	\$125.00
2-320	No out of Town Business Registration	\$50.00
70-103(1)(c)	Garage/Yard Sale Signage Violation	\$50.00
76-95	Failure to pay Marina Overnight Parking Fee, or Marina Launching Ramp Fee	\$100.00 per violation

#### **Finance**

<b>Dishonored Checks</b>	\$25.00 Face Value up to \$50.00
	\$30.00 Face Value \$50.01 - \$300.00
	\$40.00 Face Value \$300.01 - \$800.00
	Or
	5% of Face Value if over \$800.00
Service Fee structure in accordance with Florida State Statutes 166.251 and 832.05	

#### **Harbor Marina**

<b>Slip Leases</b>		<b>Fee</b>
DOCKAGE (calculated at Vessel Length Overall; Greater of Vessel Length or Slip Length)		
Annual (12 month minimum – Rate/Month)	Per Foot	\$20.00/ft.
E Dock Special (Less than 30')	Per Month	\$400.00
35' Floating Dock	Per Foot	\$22.00/ft.
Charter Annual		\$23.00/ft.
Commercial (requires a minimum lease of 8 slips)		\$18.50/ft.
Seasonal (Rate/Month)		
Summer Monthly – May 1 to October 31		\$22.00/ft.
Winter Monthly – November 1 to April 30		\$27.00/ft.
Transient (Rate/Day)		
Summer – May 1 to October 31		\$2.75/ft.
Winter – November 1 to April 30		\$3.25/ft.
Utilities – Lease (water/garbage/electric) mandatory fee		
110/30amp (Extra Cord Add \$40)		\$95.00/mo.
220/50amp (Extra Cord Add \$80)		\$137.00/mo.

Utilities – Transient (water/garbage/electric) mandatory fee	
110/30amp (per day per cord)	\$8.00/day
220/50amp (per day per cord)	\$11.00/day
Boat Ramp Fees	
Daily Boat Launch	\$10.00
Overnight Parking (Per Night)	\$33.00
Annual Pass	\$210.00
Semi-Annual Pass	\$105.00
Commercial Pass	\$410.00
Monthly Boat/Trailer Storage (Rate/Month)	
Boat/Trailer to 30'LOA	\$160.00/mo.
Boat/Trailer Greater than 30'LOA	\$185.00/mo.
Jet Ski single	\$105.00/mo.
Jet Ski double	\$160.00/mo.
Miscellaneous Fees	
Overnight Vehicle Parking (non-leaseholder)	\$11.00/night
Monthly billing service (manual)	\$30.00/mo.
Lost Key Replacement	\$25.00
Pump out	\$5.00
Water Tank Fill	\$10.00
Water Tank Fill (50 gal plus)	\$15.00
Port Charge	\$15.00
Port Charge (50' LOA plus)	\$25.00
Finance Department charge for any returned check applies.	

#### **Library**

<b>Item</b>	<b>Fee</b>
Library Cards initial library card at registration	No charge
Replacement card	\$3.00
Replacement of Barcode	\$1.00
Replacement of RFID Tag	\$1.00
Repairs & Replacement	At cost per book, same edition, same publisher. Additional \$5.00 per book for cost of labeling and other materials related to cataloging and bar code process

Replacement of volumes for multiple volume sets	Minimum \$20.00 per volume
Rebind or recover	\$10.00
Digital & Audio Media	
Replacement	At cost, \$20.00 minimum
Laptop Replacement:	At cost per laptop, same brand and model. Additional \$50 per laptop for cost of labeling and other materials related to cataloging, bar code processing and ability to be used in the kiosk
Repair to damage item	\$10.00
Refunds – No refund if item found after four (4) days	
Replacement charges paid for any lost item, shall be refunded upon return of the item in good condition within four (4) days of payment.	
Processing fees are not refundable	
Copies	.15 per black & white page .50 per color page
Print from device	.15 per black & white .50 per color page
Fax	.50 per page within the United States
Fax International	\$2.00 per page
Scan paper to USB or Email	.05 per page
Hotspot	
Case Replacement Fee	\$20.00
Charger Cord Replacement Fee	\$5.00
Hotspot Device Replacement Fee	\$100.00
Laminated Instructions Replacement Fee	\$2.00
USB Wall Charger Replacement Fee	\$5.00

#### **Public Works**

Equivalent Stormwater Unit (ESU)	
<del>2021-2022</del>	<del>\$12.50</del>
<del>2023-2024</del> <del>2022-2023</del>	<del>\$25.52</del> <del>\$13.50</del>
<del>2023-2024</del>	<del>\$25.52</del>

Sanitation Fees	
Annual Assessment per unit – single-family	<del>\$258.37</del> <u>\$382.39</u>
Mobile home	<del>\$258.37</del> <u>\$382.39</u>
Multi-family <u>less than &lt;5 units/bldg.</u>	<del>\$258.37</del> <u>\$382.39</u>
Multi-family <u>more than 4 &gt; units/4 bldg.</u>	<u>\$0.00</u> <del>\$174.97</del> <u>\$382.39</u>
Special Pickups	
Large vegetation piles <del>(greater than <u>ten</u> twenty (2010), but less than twenty (20) cubic yards, <u>one truck load</u>)</del>	<del>\$40</del> <u>70.00</u> <del>per truck load plus cost of disposal</del>
<u>Large vegetation piles greater than twenty (20) cubic yards, per truck load</u>	<u>\$70.00, plus cost of disposal</u>
Non-containerized household trash <del>(greater than <u>ten</u> twenty (2010), but less than twenty (20) cubic yards, <u>one truck load</u>)</del>	<del>\$70.00</del> <del>\$40.00</del> <del>per truck load plus the cost of disposal</del>
<u>Non-containerized household trash greater than twenty (20) cubic yards, per truck load</u>	<u>\$70.00, plus cost of disposal</u>
Special Pickup Charge – in addition to special pickup and other charges, there will be an additional fee when trash and/or garbage, vegetation and/or recyclable items are placed out for collection and picked up on days not specified in the pickup schedule identified in the “Base Level of Service”.	\$30.00
Late fee per month on the outstanding balance beginning thirty (30) or more days following rendition of the bill	\$16.50 or 1.5% (whichever is greater)
Dumpster service removal and reinstatement	
First offense	\$110.00
Second offense	\$220.00
Third and subsequent offense	\$550.00
Collection – account subject to referral to collection agency or property lien for any bill remaining unpaid forty-five (45) days after rendition	
Additional 96-gallon garbage cart set-up fee – single-family. Requires x2/week service and monthly billing per .5 CY commercial rate.	\$85.00
Commercial Property Assessment	
Commercial class – Low generator class	\$0.018
Medium generator class	\$0.066
High generator class	\$0.235
Non-generator class	\$0.018
The above schedule is applicable to annual assessment calculated on the basis of the Palm Beach County Solid Waste Authority (SWA) waste generation data/property/year.	
Agricultural Class	
0 – 10 acres	\$59.13





Commercial Dumpster Locking Device Installation	\$100.00
Other Fees	
<a href="#">Application for Traffic Calming Measures Swale Planting Permit Application</a>	\$50.00
<a href="#">Right-of-way Permit Application</a> <a href="#">Application for Traffic Calming Measures</a>	\$100.00
<a href="#">Swale Planting Permit Application</a>	\$100.00

#### **Special Events Department**

<b>Town Events</b>	
Food Vendors	\$50.00
Business Vendors	\$25.00
Arts & Craft Vendors	\$20.00
Non-Profits	\$0.00
<b>Facility Rentals</b>	
<b>Mirror Ballroom</b>	
Refundable Security Deposit	\$500.00
Resident Rate	\$100.00 per hour
Non-Resident Rate	\$130.00 per hour
Staff Fee	\$30.00 per hour
Cleaning Fee	\$125.00
<b>Lake Shore Park Indoor Pavilion</b>	
Refundable Security Deposit	\$250.00
Resident Rate	\$90.00 per hour
Non-Resident Rate	\$120.00 per hour
Staff Fee	\$30.00 per hour
Cleaning Fee	\$125.00
<b>Lake Shore Park South Pavilion</b>	
Refundable Security Deposit	\$100.00
Resident Rate	\$50.00
Non-Resident Rate	\$75.00
<b>Lake Shore Park Playground Pavilion</b>	
Refundable Security Deposit	\$100.00
Resident Rate	\$100.00

Non-Resident Rate	\$125.00
<b>Lake Shore Park North Pavilion or West Ilex Park Pavilion</b>	
Refundable Security Deposit	\$100.00
Resident Rate	\$40.00
Non-Resident Rate	\$65.00
<b>Blakely Commons Gazebo</b>	
Refundable Security Deposit	\$200.00
Resident Rate	\$50.00 per hour
Non-Resident Rate	\$75.00 per hour
<b>Lake Park Harbor Marina, Kelsey Park or Lake Shore Park</b>	
Refundable Security Deposit	\$1,500.00
Resident Rate	\$500.00
Non-Resident Rate	\$600.00
<b>Summer Camp</b>	
Resident Rate	\$200.00 per session
Non-Resident Rate	\$250.00 per session
Extended Care	\$80.00 per session
<b>Bert Bostrom Park</b>	
Refundable Security Deposit	\$500.00
Field Rental Fee	\$10.00 per hour
Light Fee	\$20.00 per hour
Game Day Fee	\$200.00
Staff Fee	\$30.00 per hour
<b>Recreation Programs</b>	
Kids (ages 4-17)	\$50.00 per session
Adults (ages 18 and up)	\$50.00 per session
Instructor Fee	\$20.00 per hour

#### **Town Clerk**

Lien searches – includes code violations, open building permits, & Sanitation services	\$100.00 standard \$150.00 rush (within 24-hr.)
Public Records Request	\$0.15 per copy
	\$0.20 double sided copy

## Exhibit A

# Town of Lake Park Solid Waste Utility

## 2023 Solid Waste Rate Study

### Supplement 1 – Multi-Family Dumpster Services

August 2, 2023



1

## Background



- On January 18, 2023, the Town Commission adopted an ordinance that moved multi-family dumpster accounts to the standard dumpster rates
  - › Effective rates for the current year are stated on the Town's website and have been available to multi-family property managers for planning purposes
  - › Implementation of the ordinance changes was delayed until Fiscal Year 2024 pending a review of the current fee schedule

2



## Background (cont.)

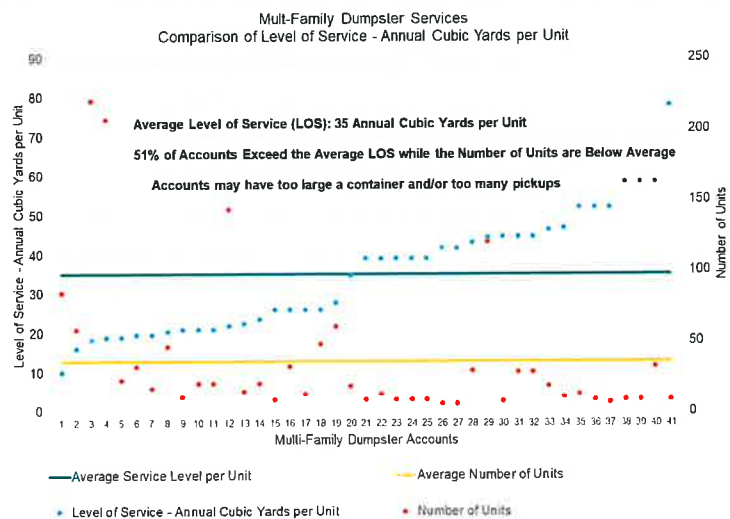
- Town staff conducted public outreach to notify affected accounts and to help review levels of service
- Levels of service are based on the size of the garbage containers and frequency of pickup
  - › Town staff has observed that more than 50% of the multi-family accounts have more service capacity allocated per unit than other similar accounts
  - › Much of this capacity may be unused

3



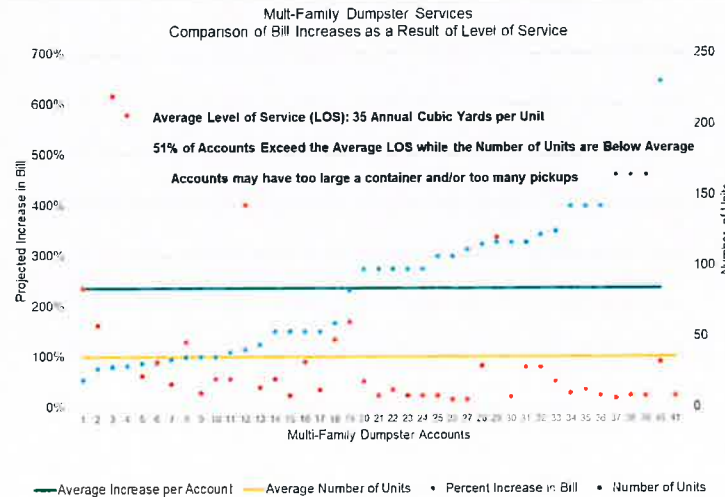
## Comparison of Service Levels

Account Attributes	Cubic Yards per Unit
Minimum	10
Maximum	78
Average	35
Median / Mode	39



4

## Comparison of Bill Impacts Resulting from Varying Service Levels



5

5

## Summary of Sample Bills



Units	Existing Service Cubic Yard per Week	LOS – Cubic Yards per Unit	Existing Annual Charges	Preliminary Annual Charges / Subject to Service Level Adjustments
8	(1) 4CY, 2x	26	\$1,399.76	\$3,481.92
8	(1) 3CY, 3x	58.5	\$1,399.76	\$7,834.32
12	(1) 3CY, 2x	26	\$2,099.64	\$5,222.88
12	(1) 4CY, 3x	52	\$2,099.64	\$10,445.76
32	(2) 4CY, 2x	26	\$5,599.04	\$13,927.68
32	(2) 6CY, 3x	58.5	\$5,599.04	\$31,337.28

Town staff remains available to meet with multi-family property managers to discuss service level needs.

6

6



## Next Steps

- Raftelis recommends that the Town Commission adopt the proposed rates and implement the charges pursuant to the rate ordinance
- Managers of multi-family properties are encouraged to contact Town staff to evaluate service level alternatives
  - › Changes in container size and/or frequency of pickup may be explored to reduce customer costs
  - › Like commercial dumpster accounts, multi-family property managers may alter service level requirements during the year when occupancy may be lower

7



# Solid Waste Utility – Background (cont.)

## Typical Solid Waste Truck Downtime (May-Jul 2023)



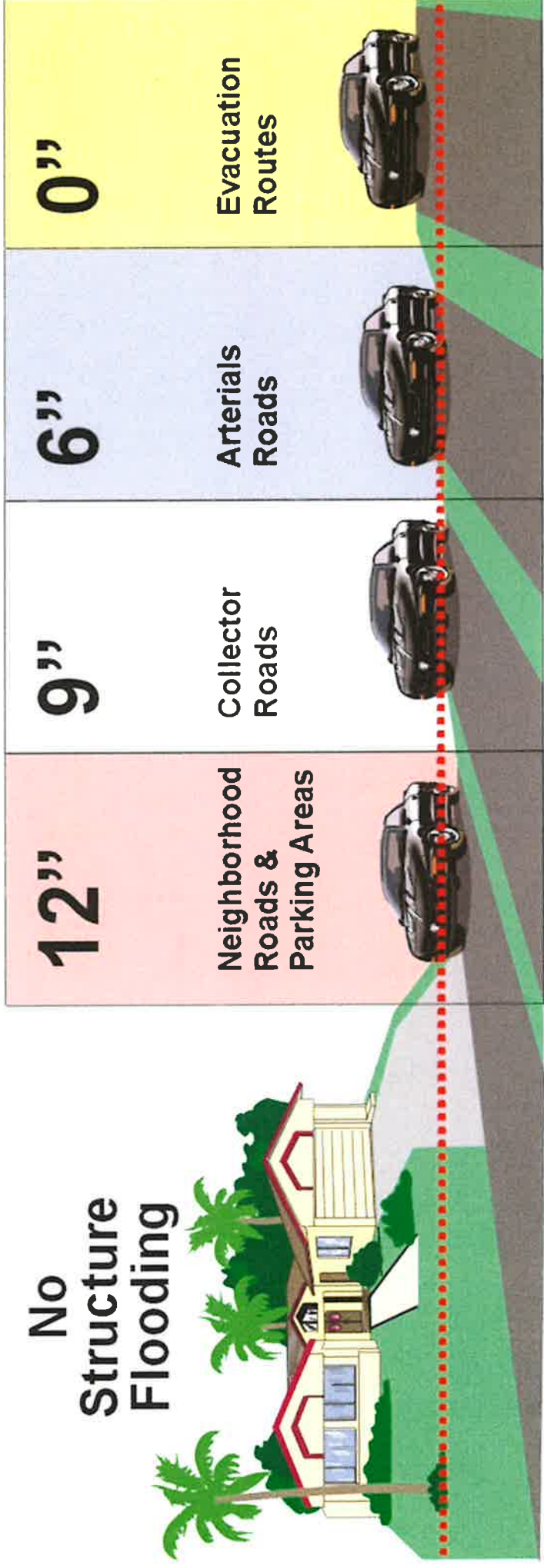
- There are ten (10) trucks assigned to the Sanitation Division

### Chart Legend:

- Each box represents a day of the month
- The number at the center indicates the number of sanitation trucks out of service on that day
- The darker the shade of green, the higher the number of trucks unavailable on that day
- This distribution is representative of our typical sanitation truck downtime for each quarter
- Any one (1) truck with downtime, removes our backup capability for either Residential or Commercial service
- Almost every day, it's crisis mode for these operators



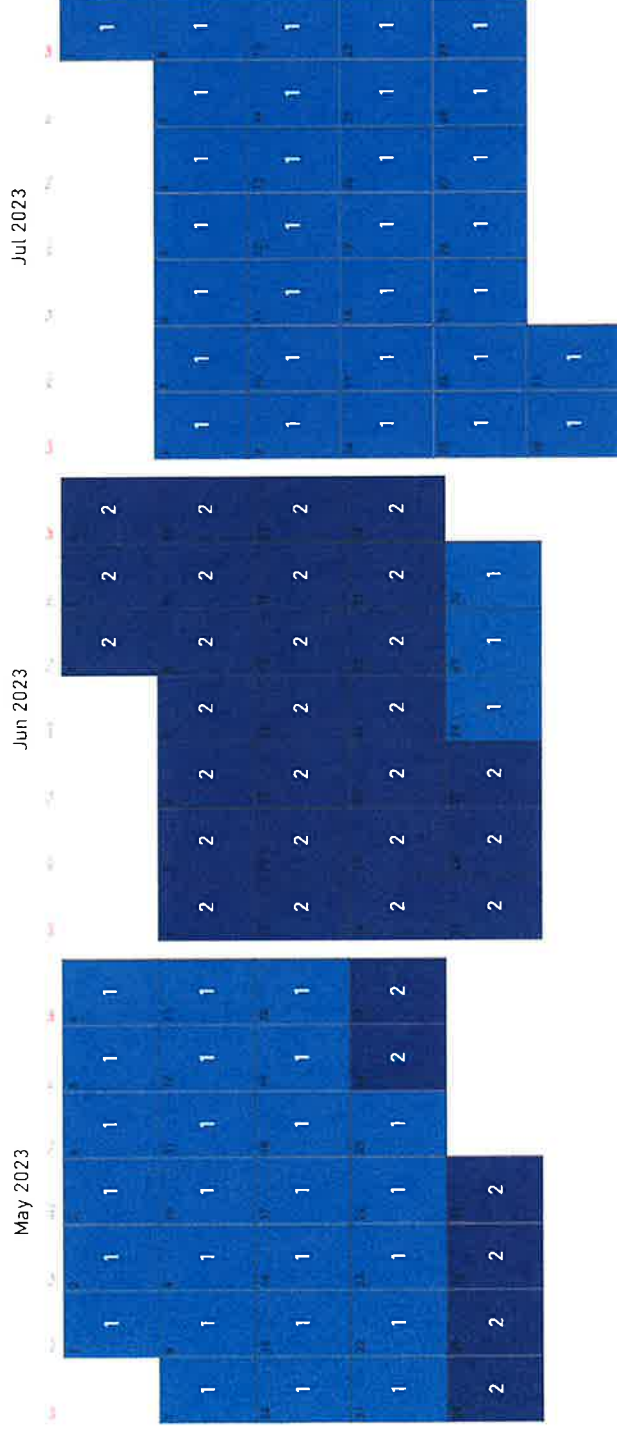
# Acceptable Flooding for a 100 Year Storm





# Stormwater Utility – Background (cont.)

## Typical Stormwater Equipment Downtime (May-Jul 2023)



- There are two specialized trucks assigned to the Stormwater Division

### Chart Legend:

- Each box represents a day of the month
- The number at the center indicates the number of stormwater trucks out of service on that day
- The darker the shade of blue, the higher the number of trucks unavailable on that day
- This distribution is representative of our typical stormwater truck downtime for each quarter
- As these trucks have no backup, any one (1) truck with downtime, removes 100% capability for that type of truck**

## Exhibit B

[illegible]

<b>Seasonal</b>				<b>Distance from</b>				
	<b>Slip Size</b>			<b>the marina</b>	<b>30</b>	<b>40</b>	<b>45</b>	<b>50</b>
Billed per ft per month								
<b>Loggerhead P.B.Gardens</b>				7.5 Miles	N/A	\$ 36.63	\$ 36.64	\$ 47.42
<b>PGA/Soverel Harbor</b>				4.5 Miles	N/A	\$ 35.50	\$ 38.33	\$ 47.50
<b>North Palm Beach Marina - 45' min.</b>				2.9 Miles	N/A	N/A	N/A	\$ 53.28
<b>Old Port Cove Marina - 30' min</b>				2.6 Miles	\$ 46.40	N/A	\$ 58.13	\$ 58.32
<b>New Port Cove Marine Center - 30' min.</b>				1 Mile	\$ 27.20	\$32	\$29	N/A
<b>Loggerhead Riviera Beach - Drystack</b>				1.9 Mile	Annual only			
<b>Riviera Beach Marina - 32' min.</b>				2 Miles	\$35-\$46	\$35-\$46	\$35-\$46	\$35-\$46
<b>Cannon Sport</b>				2 Miles	\$ 38.08	\$ 40.58	\$ 42.00	\$ 47.10
<b>Sailfish Marina</b>	<b>Quoted Rates</b>			2.1 miles	NON RESPONSIVE			
<b>Palm Harbor Marina -60' min.</b>				6 Miles	N/A	N/A	N/A	\$ 81.00
<b>P.B. Town Docks</b>				6.5 Miles	N/A	N/A	N/A	N/A
<b>Lake Park Harbor Marina</b>					\$ 27.00	\$ 27.00	\$ 27.00	\$ 27.00

<b>55</b>	<b>60</b>	<b>70</b>	<b>80</b>	<b>90</b>
\$ 53.00	\$ 48.82	\$ 51.37	\$ 47.24	N/A
\$ 47.27	\$ 48.75	\$ 51.79	56..33	N/A
\$ 66.00	\$ 66.00	\$ 64.46	\$ 74.85	\$ 83.68
\$ 62.18	\$ 67.00	\$ 72.51	\$ 85.50	\$ 96.00
\$30	\$ 27.80	N/A	N/A	N/A
\$35-\$46	\$35-\$46	\$35-\$46	\$35-\$46	\$35-\$46
\$ 50.15	\$ 54.16	\$ 61.75	\$ 62.03	\$ 61.27
\$ 81.00	\$ 81.00	\$ 96.00	\$ 96.00	\$ 96.00
N/A	\$142.50	\$142.50	\$142.50	\$142.50
\$ 27.00	\$ 27.00	\$ 27.00	\$ 27.00	\$ 27.00

<b>Monthly</b>				<b>Distance from</b>				
	<b>Slip Size</b>			<b>the marina</b>	<b>30</b>	<b>40</b>	<b>45</b>	<b>50</b>
<b>Billed per ft per month</b>								
<b>Loggerhead P.B.Gardens</b>				7.5 Miles	N/A	\$ 38.98	\$ 27.00	\$ 50.34
<b>PGA/Soverel Harbor</b>				4.5 Miles	N/A	\$ 51.67	\$ 40.00	\$ 51.00
<b>North Palm Beach Marina - 45' m.</b>				2.9 Miles	N/A	N/A	N/A	\$ 60.00
<b>Old Port Cove Marina - 30' min.</b>				2.6 Miles	\$ 46.40	N/A	\$ 58.13	\$ 58.32
<b>New Port Cove Marine Center - 30' min.</b>				1 Mile	\$ 36.40	\$ 37.80	\$ 38.00	N/A
<b>Loggerhead Riviera Beach - Drystack</b>				1 Mile	Annual Only			
<b>Riviera Beach Marina -32' min.</b>				1.9 Mile	\$39-\$50	\$39-\$50	\$39-\$50	\$39-\$50
<b>Cannon Sport</b>				2 Miles	\$ 38.08	\$ 40.59	\$ 41.98	\$ 47.09
<b>Sailfish Marina</b>		<b>Quoted Rates</b>		2.1 miles	NON RESPONSIVE			
<b>Palm Harbor Marina - 60' min.</b>				6 Miles	N/A	N/A	N/A	\$ 96.00
<b>P.B. Town Docks -</b>				6.5 Miles	N/A	N/A	N/A	N/A
<b>Lake Park Harbor Marina</b>					\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00

<b>55</b>	<b>60</b>	<b>70</b>	<b>80</b>	<b>90</b>
\$ 56.31	\$ 51.91	\$ 54.47	\$ 54.46	N/A
\$ 50.91	\$ 53.33	\$ 55.71	\$ 56.88	N/A
\$ 65.28	\$ 69.40	\$ 73.37	\$ 89.85	\$ 92.84
\$ 62.18	\$ 67.00	\$ 72.51	\$ 85.50	\$ 96.00
N/A	\$ 36.60	N/A	N/A	N/A
\$39-\$50	\$39-\$50	\$39-\$50	\$39-\$50	\$39-\$50
\$ 50.14	\$ 54.17	\$ 61.76	\$ 62.03	\$ 61.27
\$ 96.00	\$ 96.00	\$ 115.50	\$ 115.50	\$ 115.50
N/A	\$ 142.50	\$ 142.50	\$ 142.50	\$ 142.50
\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00	\$ 22.00

<b>Daily/Transient - per foot per night</b>				<b>Distance from</b>			
	<b>Slip Size</b>			<b>the marina</b>	<b>30</b>	<b>40</b>	<b>45</b>
<b>Loggerhead P.B.Gardens</b>				7.5 Miles	\$3-\$5	\$3-\$5	\$3-\$5
<b>PGA/Soverel Harbor</b>				4.5 Miles	\$ 3.75	\$ 3.75	\$ 3.75
<b>North Palm Beach Marina</b>				2.9 Miles	\$ 3.50	\$ 3.50	\$ 3.50
<b>Old Port Cove Marina</b>				2.6 Miles	\$ 3.50	\$ 3.50	\$ 3.50
<b>New Port Cove Marine Center - 30' min.</b>				1 Mile	\$ 3.65	\$ 3.65	\$ 3.65
<b>Loggerhead Riviera Beach - Drystack</b>				1 Mile	N/A		
<b>Riviera Beach Marina -32' min.</b>				1.9 Mile	\$4 - \$5	\$4 - \$5	\$4 - \$5
<b>Cannon Sport</b>				2 Miles	\$3.00	\$3.00	\$3.00
<b>Sailfish Marina 30' min.</b>				2.1 miles	NON RESPONSIVE		
<b>Palm Harbor Marina 50' min.</b>				6 Miles	?	?	?
<b>P.B. Town Docks - 50' min.</b>				6.5 Miles	N/A	N/A	N/A
<b>Lake Park Harbor Marina</b>					\$2.75-\$3.25	\$2.75-\$3.25	\$2.75-\$3.25



[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

































































































































































































































































































































































## TOWN MANAGER COMMENTS

### TOWN COMMISSION MEETING Wednesday, August 2, 2023

Exhibit C

#### HUMAN RESOURCES

##### Job Openings:

The Town is currently advertising to fill the following positions:

- Library Assistant – Children's. Hourly rate \$12.98 to \$20.12. Deadline for receipt of applications is 5:00 p.m. on **8/7/2023**.
- Sanitation Truck Operator I – Hourly rate \$15.90 to \$24.65. Deadline for receipt of applications is 5:00 p.m. on **8/11/2023**
- Sanitation Truck Operator II – Hourly rate \$ 18.21 to \$28.22. Deadline for receipt of applications is 5:00 p.m. on **8/11/2023**
- Stormwater Technician II – Hourly rate \$18.21 to \$28.22. Deadline for receipt of applications is 5:00 p.m. on **8/11/2023**
- Dock Attendant – Hourly rate \$15.90 to \$24.65. Deadline for receipt of applications is 5:00 p.m. on **8/15/2023**
- Senior Accountant – Salary range \$49,638.40 to \$76,939.52 per year. Deadline for receipt of applications is 5:00 p.m. on **8/15/2023**

To view the complete job posting for the above position or to download an employment application, please visit the Town's official website at [www.lakeparkflorida.gov](http://www.lakeparkflorida.gov). For additional information please contact the Town's Human Resources Department at 561-881-3300 and choose Option 8.

#### INFORMATION TECHNOLOGY

The replacement of the audio/visual equipment in the Commission Chamber will commence on **August 17<sup>th</sup>, 2023**. It is estimated that the project will take 30 days to complete, so we plan to hold the Commission meeting on September 6<sup>th</sup>, 2023 in the Mirror Ballroom.

#### PUBLIC WORKS

Town Staff and consultants are nearing completion of a permit application to construct the much anticipated Monument Sign at the Town Hall. Once permit is issued, staff anticipates a 10-week construction period for a completion date of early October 2023.

For questions regarding this project, please contact the Department of Public Works at (561) 881-3345 or [publicworks@lakeparkflorida.gov](mailto:publicworks@lakeparkflorida.gov).

TOWN OF LAKE PARK

August 2, 2023

COMMISSIONER COMMENTS: MARY BETH TAYLOR

## Exhibit D

CELEBRATING OUR TOWN'S MULTICULTURAL POPULATION ON AMERICAN FLAG DAY  
*or another designated date.*

FEATURING/HIGHLIGHTING THE TOWN'S RICH CULTURAL DIVERSITY

*PARTICIPANTS INCLUDED BUT NOT LIMITED TO: ALL OUR FELLOW RESIDENTS, WHETHER AFRICAN AMERICANS, HAITIAN AMERICANS, JAMAICAN AMERICANS, PUERTO RICAN AMERICANS, CUBAN AMERICANS, ASIAN AMERICANS, IRISH AMERICANS, CANADIAN AMERICANS, ITALIAN AMERICANS, ETC., ALL OUR RESIDENTS, FRIENDS AND FAMILIES!*

A ALL INCLUSIVE CELEBRATION OF OUR INDIVIDUAL HERITAGES AND ESPECIALLY CELEBRATING THE RIGHTS AND PROTECTIONS THAT **OUR** CHERISHED AMERICAN FLAG PROVIDES TO EACH OF US

*Possible highlighted holidays and more*

- ✓ US FLAG DAY IS June 14
- ✓ MEMORIAL DAY IS AROUND May 30
- ✓ HAITIAN FLAG DAY **AND** US ARMED FORCES DAY IS May 18
- ✓ CANADIAN NATIONAL PATRIOTS DAY IS May 22
- ✓ JUNETEENTH is June 19
- ✓ NATIONAL US INDEPENDENCE DAY July 4<sup>th</sup>
- ✓ JAMAICAN INDEPENDENCE DAY Aug. 1 & EMANCIPATION DAY OF JAMAICA Aug 2
- ✓ PUERTO RICO CONSTITUTION DAY July 25
- ✓ LABOR DAY, Sept 4, 2023
- ✓ WOMEN'S DAY in Viet Nam Oct. 20 and International Woman's Day March 8
- ✓ CESAR CHAVEZ DAY, March 1

*QUOTE: Grant me the courage to serve others; For in service there is true life.*

*THIS IS A PARTIAL LIST, WE HAVE PLENTY OF ITALIAN, IRISH, HOLIDAYS. THE LIST GOES ON AND ON.*

POINT IS: Lake Park is a rich mix of ethnicities and cultures, each one should be recognized and celebrated equally. That is why I am proposing that the town commission approve, plan and sponsor one impressive MULTICULTURAL FAIR sometime in the spring or summer of 2024. The celebration would be all inclusive. It would replace, the not well attended, Battle of the Badges and include the exclusive Haitian Flag Day as it would be celebrated within the MULTICULTURAL FAIR.

What a great wealth of knowledge history, and fellowship we have to share with adults and children alike. I am excited, and I believe our residents will be also.

It is about time we initiate events that bring residents together for our common good. My favorite motto is **"Out of Many One People"**, *Jamaica's national motto*. Hopefully, we can borrow it until we come up with one of our own.



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

MEETING DATE: 8/2/23

**Cards must be submitted before the item is discussed!!**  
**\*\*\*Three (3) minute limitation on all comments**

Name: Anthony Bontrager

Address: 505 Crescent Circle A14

If you are interested in receiving Town information through Email, please provide your E-mail address: Tony Bontrager25@gmail.com

I would like to make comments on the following Agenda Item:

Solid waste

I would like to make comments on the following Non-Agenda Item(s):

**Instructions:** Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.

Representative  
Non  
✓



TOWN OF LAKE PARK  
PUBLIC COMMENT CARD

MEETING DATE: 8/2

**Cards must be submitted before the item is discussed!!**  
**\*\*\*Three (3) minute limitation on all comments**

Name: Janet Kramich

Address: 729 Cypress Dr

If you are interested in receiving Town information through Email, please provide your E-mail address: \_\_\_\_\_

I would like to make comments on the following Agenda Item:

Resolution 51-08-23 updated Master fee  
solid waste - dumpster increase of 48% over 2022

I would like to make comments on the following Non-Agenda Item(s):

**Instructions:** Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.

Resident  
✓