



Lake Park Town Commission, Florida

Special Called Commission Meeting

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

Wednesday, October 08, 2025

Immediately Following the CRA Meeting

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

7:03 P.M.

PRESENT

Mayor Roger Michaud

Vice Mayor Michael Hensley

Commissioner John Linden

Commissioner Michael O'Rourke

ABSENT

Commissioner Judith Thomas

PLEDGE OF ALLEGIANCE

The pledge was conducted during the Special Called CRA Meeting.

APPROVAL OF AGENDA:

Agenda items 17 and 9 were pulled from the agenda.

Motion to approve the agenda as amended made by Commissioner O'Rourke, Seconded by Vice Mayor Hensley.

Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Linden, Commissioner O'Rourke.

SPECIAL PRESENTATION/REPORT:

1. Proclamation - Gold Star Mother's and Family Day - September 28, 2025
Vice Mayor Hensley presented Ms. Lauren Berkson with the proclamation.
Ms. Berkson thanked the Commission for their continued support.
2. Proclamation – National Voter Education Week – October 6th – October 10, 2025
Vice Mayor Hensley presented Supervisor of Election Wendy Link with the proclamation.

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.

Mayor Michaud announced the Michael Steinhauer and Evelyn Harris Clark have provided their comments via email and will be placed in the meeting minutes as exhibits.

-Mary Beth Taylor submitted comments via Exhibit A.

-Pablo Perhacs spoke about the Kimley-Horn report and the terms of the contract. He spoke about a social media post in regards to a stake-holders meeting.

-Susan LaFontaine provided comments via Exhibit B.

-James Sullivan spoke about bicycle safety in Town and a sign that may be needed at the intersection of 10th and Park.

-Comments were submitted via email prior to the meeting (Exhibits C and D).

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.

Commissioner O'Rourke asked if the agenda item number 9 was budgeted. Marina Director Jason Tenney stated yes.

Motion to approve the Consent Agenda made by Commissioner O'Rourke, Seconded by Vice Mayor Hensley.

Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Linden, Commissioner O'Rourke.

3. Commission Budget Workshop Minutes - September 4, 2025
4. First Public Budget Hearing Minutes - September 8, 2025
5. Regular Commission Meeting Minutes - September 17, 2025
6. Second & Final Public Budget Hearing Minutes - September 18, 2025
7. Resolution 75-10-25 - Janitorial Services (Town Facilities)(Renewal) - Image Janitorial Services, Inc. - \$98,656.79 (Various Budget Funds).
8. Resolution 76-10-2025 Establishing the Qualifying Period for the March 10, 2026 Municipal Election
9. Resolution 77-10-25 - Marina Management Software (Renewal) - The Wanderlust Group (TWG)(DOCKWA) - \$1,068.32 per month (or \$12,819.84 annually)
10. Resolution 78-10-25 - Florida City Week - October 20-26, 2025
11. Resolution No. 79-10-2025 – Annual Generator Maintenance & Service Agreement – Megawattage, LLC – \$6,640.06 Annually
12. Resolution 80-10-25 - 2025-2026 State Aid to Libraries Grant Program - Division of Library and Information Services (DLIS) - \$5,408
13. Fiscal Year 2026 Town of Lake Park Pay Grade Chart & Amend Pay Grades - Two (2) Positions
14. Emergency Equipment Rental (Extension) – Automated Side Loader – Big Truck Rental – \$20,600

PUBLIC HEARING(S) - ORDINANCE ON FIRST READING: NONE

PUBLIC HEARING(S) - ORDINANCE ON SECOND READING: NONE

NEW BUSINESS:

15. Resolution 81-10-25 - Water Treatment Services (Town Irrigation Systems) - Service, LLC - \$12,503.28 Rust Tech

Public Works Director Jaime Morales explained the item. Commissioner Linden asked if there was a cost increase. Public Works Director Morales stated there was a five percent increase.

Motion to approve Resolution 81-10-25 made by Commissioner O'Rourke, Seconded by Commissioner Linden.

Voting Yea: Mayor Michaud, Vice Mayor Hensley, Commissioner Linden, Commissioner O'Rourke

16. Discussion - Proposed Building Preservation & Compliance Improvements - Lake Park Town Hall

Mr. Tim Hullihan of TFH Architects presented to the Commission (see exhibit E).

Mayor Michaud clarified the placement of some of the parking spaces as a result of the improvements. Public Works Director Morales stated that a possible re-work of the restroom facilities would be reviewed after this project was completed as a part of enhancing the safety of the Chamber.

17. Discussion - Educational Advisory Committee - Town of Lake Park Library

This item was pulled from the agenda because Commissioner Thomas requested the item and she is absent from the meeting. The item will appear on the October 22, 2025 Commission Meeting.

18. Special Event Request - 2025 Vets Day Car Show – Co-Sponsor Event & Waiving of Various Town Special Event Fees (Direct Costs - \$715 & Indirect Costs - \$2,692)

Special Event Director Riunite Franks explained the item (Exhibit F). The Commission expressed their desire to be recognized as a partner in the event. Town Manager Reade

explained that the Commission will need to consider the amount of funds that are waived for events and the impact it makes on the Town's budget.

Motion to approve the waiver request made by Commissioner O'Rourke. Seconded by Commissioner Linden. Commissioner O'Rourke suggested the event holders approach Earl Stewart for next year's event. The Commission also discussed the possibility of future sponsorships from local businesses. Commissioner O'Rourke also suggested approaching Mullinax.

Voting Aye: All.

TOWN ATTORNEY, TOWN MANAGER, COMMISSIONER COMMENTS:

Town Attorney Baird provided an update on the 1100 2nd Court case. He stated that there is currently a delay with the roof and the Town will be going before the Special Magistrate regarding code violations on this case.

Town Manager Reade explained the Mobility Fee and Impact fee with Palm Beach County. The new contract is expected on the October 22nd meeting agenda. He also stated that they are working on P3 Comprehensive Agreement amendments and discussions will be forthcoming. He stated that the Avalon Bay top out event is under way and anticipated for November. Town Manager Reade stated that they are waiting for a status report on 918 Park Avenue and mentioned that they have a December deadline with the Special Magistrate. He stated that the Community Clean up event is scheduled for Saturday October 18th. Mayor Michaud asked who was paying for this event. Special Events Director Franks explained that the cost to the Town would be staffing of four Public Works employees and the Town is also paying for the lunch. Town Manager Reade announced the Sunset Celebration with Halloween Contest and Commission Chili Cook off on October 31st. He also announced a Park Avenue Downtown District (PADD) report forthcoming. He discussed an email that was received regarding some concerns and announced that a separate meeting will not take place. He stated that another report would come before the Commission and the public would have an opportunity at that point to speak on the topic. He asked the Commission for their opinion on a future meeting with the public. Mayor Michaud expressed that another meeting would not be needed. Commissioner Linden stated that he wanted to have another meeting because there were unanswered questions from the last meeting. Town Attorney Baird explained that according to the scope of the contract Kimley-Horn has completed their study. They will present their final study

to the Commission with public comment, but there will be no further opportunity to submit direction. He stated that if they wanted to pursue another meeting, they would have to amend the contract with Kimley-Horn which would incur further expense to the Town. He went on to say that after the final report, if there were amendments to the comprehensive plan or land development regulations, or both, then those items will be reduced to ordinance. Vice Mayor Hensley asked for clarification regarding the report. Town Attorney Baird confirmed that the report is complete. Commissioner O'Rourke does not believe another meeting is necessary. Community Development Director Nadia DiTommaso reviewed their most recent timeline which indicated that the June meeting was already an additional meeting. They had indicated that they would proceed with next steps in the contract which included updating the development scenarios, providing an updated report for comment and feedback. The next meeting after that would have been in July for a Commission update, but that meeting was never held. If the additional meeting is no longer desired, then the next step would be to proceed to the Planning & Zoning Board and the Local Planning Agency with their recommendations drafted into ordinance format, followed by the Town Commission approval on first reading for the comprehensive plan amendments, which would then need to be submitted to the state prior to second reading. Town Manager Reade stated that they would negotiate with Kimley-Horn to see if they would need to be present at second reading of the Ordinance in an attempt to keep them closer within the scope of the contract. The Commission came to consensus to not hold an additional meeting with Kimley-Horn. Town Attorney Baird stated for further clarity that Kimley-Horn would submit the final report to the Commission. Town Manager Reade reminded the Commission about email signatures and spoke about public comments. He stated that staff proposed to respond to the community and copy the Commission. The Commission gave consensus for a Proclamation request for the Twiggs Academy. Town Manager Reade announced his election as President of the Palm Beach County City Managers Association (PBCCMA) during this upcoming year. Commissioner O'Rourke asked for a Marina update regarding open slips. Marina Director Jason Tenney stated that because of downsizing of businesses at the Marina, some slips have become available. He stated that they are actively working on filling the slips with people who are on the waitlist.

Commissioner Linden spoke about wanting to review the Johnson Controls contract for air conditioning services. He mentioned a second Car Show at Texas Roadhouse on the October 15th and also spoke about the Chili Cook-off on October 31st.

Vice Mayor Hensley congratulated the Town Manager on his election and wished Commissioner Thomas a happy anniversary.

Mayor Michaud wished a happy anniversary to Commissioner Thomas and thanked Vice Mayor Hensley for fire station tour. He spoke about a family member who recently passed who was a long time Lake Park resident.

REQUEST FOR FUTURE AGENDA ITEMS: NONE

ADJOURNMENT:

Motion to adjourn made by Commissioner Linden. Seconded by Commissioner O'Rourke.

Voting Aye: All

8:50 p.m.

FUTURE MEETING DATE: Next Scheduled Commission Meeting will be held on October 22, 2025.

Mayor Roger D. Michaud

Town Seal

Town Clerk, Vivian Mendez, MMC

Deputy Town Clerk, Laura Weidgans

Approved on this _____ of _____, 2025