

**TOWN OF LANTANA**  
**TOWN MANAGER'S MONTHLY REPORT**



**April 2022**

# TOWN OF LANTANA

## TOWN MANAGER'S MONTHLY REPORT



### **TOWN COUNCIL**

Robert Hagerty, Mayor  
Karen Lythgoe, Vice Mayor  
Dr. Lynn J. Moorhouse, Vice Mayor Pro Tem  
Kem Mason, Councilmember  
Mark Zeitler, Councilmember

### **TOWN MANAGER'S OFFICE**

Brian K. Raducci, Town Manager  
Kathleen Dominguez, Town Clerk  
Stef Lambrisca, Executive Assistant to the Town Manager

### **TOWN ATTORNEY**

Lohman Law Group, P.A.

### **DEPARTMENT DIRECTORS**

Eddie Crockett, Operations Director  
Nicole A. Dritz, Development Services Director  
Stephen Kaplan, Finance Director  
Kristine Kreidler, Library Director  
Sean Scheller, Police Chief  
Geraldine Jaramillo, Palm Beach County Fire Rescue District Chief

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## **INTRODUCTION**

The purpose of this report is to provide the Town of Lantana (the “Town”) Town Council and Community with a high-level executive summary of the status of the Town’s major projects and various current and upcoming operational matters. Additional information may be available upon request.

## **MISSION**

To preserve Lantana’s small-town atmosphere through responsible government and quality service.

## **COVID-19 – RESOURCES, VACCINE AND OTHER INFORMATION**

- Florida Health COVID-19 24-hour call center number is (866) 779-6121
- For Florida Health updates via text, text FLCOVID19 to 888777
- In addition, the public can email [COVID19@flhealth.gov](mailto:COVID19@flhealth.gov) for more information

For a list of vaccine information, please visit <https://floridahealthcovid19.gov/vaccines/>

## **NEWS RELEASES**

### Drinking Water Discoloration

Periodically, it has been brought to the attention of Town staff that there are areas of the Town that occasionally experience water discoloration. Please be advised that our drinking water is monitored and tested on a daily basis and that it continues to confirm that it is safe to drink and that it is well within all Florida Department of Health parameters.

If at any time, you have any concerns regarding the color and/or quality of your drinking water, please contact the Water Plant at (561) 540-5760 between the hours of 7:00 AM and 4:00 PM so that we can analyze your specific concern to determine the possible reason for the water discoloration.

### Clean Up After Your Pets

As a Friendly Reminder to our Pet Owners... Please Clean Up After Your Pets — It’s the Law!

Please be courteous to your neighbors and your community by promptly picking up all solid waste material from your pet and disposing of it appropriately. Uncollected pet waste is a threat to the health of our children, degrades our Town and can transmit diseases. Failure to pick up your pet’s waste is a violation of our Town’s Code of Ordinances and may result in the assessment of fines.

Thanks in advance for your continued cooperation and assistance in keeping the Town of Lantana beautiful and safe.

### Dune Restoration Project Delayed due to Current Unfavorable Conditions

There was insufficient dry beach width at Lantana’s Municipal Beach in order to conduct the Dune Restoration Project during the originally planned construction season. The Town of Palm Beach and their consultant will continue to monitor the shoreline conditions with the anticipation of returning in November 2022, following sea turtle nesting season. If at that time the proper conditions exist, dune sand will be placed in both the Towns of Lantana and South Palm Beach, as planned. The sand that will be used for this construction effort will remain in place on the beaches south of Phipps Ocean Park in Palm Beach. As our interlocal agreement remains in place, the Town of Lantana continues to partner with both the Towns of Palm Beach and South Palm Beach in an effort to promote healthy beach and dune systems along the entirety of Palm Beach Island. Thank you for your patience and understanding throughout this process!

## TOWN CLERK HIGHLIGHTS

### Greater Lantana School Community Education Council Information

There are multiple openings on the Town of Lantana's Greater Lantana School Community Education Council. To receive an application and to be considered for an appointment, please contact Kathleen Dominguez, Town Clerk, by phone at (561) 540-5016 or by email to [kdominguez@lantana.org](mailto:kdominguez@lantana.org).

### Schedule of Upcoming Town Council Meetings

- May 9, 2022 at 6:00 PM
- May 23, 2022 at 6:00 PM
- June 13, 2022 at 6:00 PM
- June 27, 2022 at 6:00 PM
- July, 11, 2021 at 6:00 PM
- July 25, 2021 at 6:00 PM

## OPERATIONAL HIGHLIGHTS

### Sea Pines Neighborhood Information

The Operation's Utilities Division is equipped with pumps that can be installed immediately to mitigate potential street flooding and threats to property. Routine system maintenance of the stormwater infrastructure is up-to-date. A Stormwater Pump Station, which is 90% designed, is planned to be installed later this calendar year at the Sea Pines Basin Site. This Pump Station will be utilized to control the water level there and reduce the likelihood of street flooding in the area. In addition, the related permits are currently being processed thru the South Florida Water Management District.

### Equipment Update

- Six (6) Operational vehicles have been ordered in FY 2021/22. To date, three (3) of them have been delivered.
- In January 2022, the Town placed an order for state-of-the-art AED devices to be placed in every Town building. The devices are expected to be delivered in mid-July 2022. Once the equipment is received, we will coordinate with the vendor and Palm Beach County Fire Rescue for equipment and CPR training, respectively for staff.

### Enjoy Lantana! Events

- Arbor Day – May 13, 2022 from 9:00 AM – 9:30 AM at the Administration Building.

### Railway Information

On March 17, 2022, at the request of brightline, the Town sent a letter of support to the Honorable Pete Buttigieg of the U.S. Department of Transportation that expressed the Town's strong support for the Florida East Coast Corridor Trespassing and Intrusion Mitigation Project. It is our understanding that this RAISE grant would make available nearly \$45M in funds from the Florida Department of Transportation (FDOT) and brightline. These funds would be utilized for safety enhancements along the corridor that services not only our community but the millions of residents and visitors that traverse the corridor every day.

On March 23, 2022, staff had an on-site meeting with Florida East Coast Railway (FEC) and brightline engineers to establish a better working relationship with both organizations. In addition, we discussed the possibility of applying for and obtaining some potential grant funding or participating in some sort of cost sharing project to upgrade and enhance safety features along the corridor that services our community.

### Infrastructure Grant Information

On February 22 and on March 22, 2022, staff met with our engineers, consultant and a professional grant writer to discuss potential grant funding opportunities that may be available to the Town under various sources including:

- Community Planning Technical Assistance (CPTA) Grants – assists local governments in implementing various planning projects. On April 7, 2022, the Town submitted an application for consideration of the CPTA Grant to the Florida Department of Economic Opportunity for Stormwater System Analysis.

### Background

The Town of Lantana is located in coastal Palm Beach County and faces increasing impacts from sea-level rise and more frequent rain events. As potential damage to residences, businesses, critical facilities, and transportation corridors becomes more of an immediate threat, the Town must take action to develop effective and resilient infrastructure, especially for stormwater facilities. The proposed project is requesting funding in the amount of \$62,121 to complete an assessment of the existing drainage system and use that data to develop a long-term level of service standards that meet the changing coastal conditions. This effort will include evaluation, modeling, land use planning and recommendations for improvements to the stormwater system that are needed to further the Town's goal of resiliency.

- Resilient Florida Grant Program within the Department of Environmental Protection (DEP) – provides funding to local governments for community resilience planning, (i.e., Public Seawall)
- Rebuild Florida Mitigation General Infrastructure Program – provides funding to local governments to assist in the development of large-scale mitigation projects that promote disaster resiliency, (i.e., Hardening of Water Plant)

### Congressional Meeting on Community Project Funding (CPF)

On April 12, 2022, staff held a conference call with Congresswoman Lois Frankel's (FL-21) Deputy Chief of Staff | Legislative Director to discuss the possibility of the Town receiving funding (i.e., earmarks) from the Federal Government.

- As a result, of that meeting, on April 14, 2022 the Town submitted a \$1.2M grant application through Congresswoman Lois Frankel's Office for Community Project Funding to replace some of the Town's oldest water mains that are made up of asbestos cement.

### Background

The Town utilizes a potable water distribution system consisting of a piping network that covers approximately 1,800 acres or 2.8 miles. The network is made up of pipes that are between 4 and 14 inches in diameter with the majority being between 6 and 8 inches in diameter. The oldest water mains were installed in 1962 and are made of asbestos cement (AC) that were installed behind homes along utility easements. These water mains have now exceeded or are nearing the end of their useful life and need to be replaced in order to ensure reliable water service delivery.

It is important to note, that all of these funding sources have various deadlines, criteria and possibly cost-sharing requirements that the Town would need to meet in order to qualify for consideration. We are working with all of our business partners referenced above to determine which current and/or future projects may be most likely to be funded under the existing provisions and we will continue to apply for such funding, if applicable.

<b>Operations' Ongoing Projects</b>				
<b>Title</b>	<b>Funding Yr</b>	<b>Start</b>	<b>Est Completion</b>	<b>Comments</b>
WTP High Service Pumps Replacement	FY 2020/21 (rollover to FY 2021/22)	Aug 2021	Jun 2022	Underway
E Lantana Rd Improvements	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	90% designed
Lift Station Rehabilitation (6,16,18)	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	Contract awarded, awaiting scheduling with contractor
Sea Pines Stormwater Pump Station	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	90% designed
WTP Filter Media Replacement & Improvements	FY 2020/21 (rollover to FY 2021/22)	Jun 2021	TBD	TBD
Water Main Replacement Under FEC @ Pine St	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	90% designed
ADA Ramp Re-Bid	FY 2021/22	Not Determined	Not Determined	Insurance claim has been settled, Ramp Design will be determined upon completion of the Dune Restoration Project
SE Atlantic Dr., Beach Curve Rd., Barefoot Lane, Lagoon Lane, N. Atlantic Drainage Improvements	Not funded	Not Determined	Not Determined	CSA with Baxter & Woodman approved 3/14/22 to study and design drainage improve. on Hypoluxo Island
Beach Pavilion Repairs	FY 2020/21 (FY 2021/22 not funded)	Not Determined	Not Determined	Bldg. use/purpose being evaluated
Maddock Park CDBG	Grant FY 2021/22	Not Determined	Not Determined	Under design

Beach Rails Phase I	FY 2020/21 (rollover to FY2021/22) Additional Funding in FY 2021/22	Apr 2021	March 2022	90% installed to date. Remaining Installation estimated to be completed by 5/15/22
Milling & Paving Townwide	FY 2021/22	Est Nov 2021	Unknown	Delayed pending ADA Ramp Cost
Beach Rails Phase II	FY 2021/22	Not Determined	Not Determined	Project deferred until FY 2022/23.
Pipe Lining/Manhole Rehabilitation Sanitary Sewer	FY2021/22	TBD	TBD	Contract awarded, awaiting scheduling with contractor
Sports Park Netting Fields 2 & 3	FY2021/22	TBD	TBD	In process of being Re-bid

## DEVELOPMENT SERVICES HIGHLIGHTS

### [Water Tower Commons Project Update](#)

Phase II of the Residential project is currently in progress. The Town has issued building permits for Wawa. The site plan for Chick-fil-a was approved at the April 11, 2022, Town Council Meeting and building permits are currently under review. The Developer is currently working with an artist to install a piece of artwork to fulfill the requirement of the Art in Public Places for the Development.

### [Treasure Coast Regional Planning Council Update](#)

On August 23, 2021, Dana Little, Urban Design Director made a presentation to the Town Council to consider preparing a Master Plan for the Town. On January 24, 2022, Mr. Little presented a detailed scope of work as well as an Interlocal Agreement to Town Council, who voted in favor to approve the agreement and get the Master Planning Process underway. Staff is currently coordinating with Treasure Coast on next steps which includes creating a Host Committee.

### [Traffic Calming on W Pine St and W Ocean Ave](#)

On March 15, 2022, residents gathered for a Citizen Meeting to discuss traffic calming along W Pine St and W Ocean Ave. Residents discussed desired locations and ideas for improving conditions for pedestrians and non-motorized vehicles in the neighborhood. The Town is currently working on next steps for the implementation of speed cushions in the neighborhood and exploring further ideas discussed at the Citizen Meeting.

### [Traffic Calming in Pinewood St Area](#)

On April 7, 2022, the Administration met with residents from the Pinewood St Area to address traffic and safety concerns that they had. As a result of that meeting, the Police Department conducted traffic enforcement on W Pine St, however no major concerns were observed. The Town will continue to review and monitor the area to see what type of traffic calming measure may be utilized in the future, if deemed appropriate.



### Development Services Department's Ongoing Projects

<b>Ongoing Applicant-Initiated Projects</b>	<ul style="list-style-type: none"><li>• Lantana Cabana (Restaurant at the Moorings) – Site Plan, Landscape Plan</li><li>• 823 W Oyster Lane Variance Requests</li><li>• 1800 South Dr (Finnish American Rest Home) Special Exception to hold nursing education courses</li><li>• 1199 W Lantana Rd (Water Tower Commons Commercial) – Site Plan, Landscape Plan, Special Exception</li></ul>
<b>Other Ongoing Projects</b>	<ul style="list-style-type: none"><li>• Coordination with outside vendors on permit process improvements, including future online permitting capabilities</li><li>• Participation in the Palm Beach County Housing Action Plan</li><li>• Updates to Chapter 10.5 of the Town Code of Ordinances</li></ul>
<b>Active Special Event Permits</b>	<ul style="list-style-type: none"><li>• Lantana Greenmarket (Fridays and Sundays through May 2022)</li><li>• Food Truck at Sports Park (through September 2022)</li><li>• Palm Beach Arms Collectors event at the Finland House scheduled for June 18-19, 2022</li></ul>

### **FINANCE DEPARTMENT HIGHLIGHTS**

#### American Rescue Plan Act (ARPA) Funding Update

The Town received more than \$3.1M as the first tranche of ARPA funds in late September. Staff will evaluate the next course of action and how to best utilize these funds which must be obligated by December 31, 2024, and expended by December 31, 2026. Eligible uses of funds include responses to public health concerns raised by the pandemic, responses to negative economic impacts of the pandemic, premium pay to essential workers, improvements to water and sewer infrastructure, and replacement of lost revenue due to the pandemic. American Rescue Plan Act – The annual report was submitted to the U.S. Treasury on April 8<sup>th</sup>.

#### FY 2020/21 Annual Comprehensive Financial Report (ACFR)

The ACFR was submitted to the Town Council at the March 28, 2022 Town Council Meeting with an unqualified (clean) opinion.

#### FY 2021/22 Annual Budget

The FY 2021/22 annual budget's public hearings were held on September 13, 2021 and September 23, 2021. The Annual Budget was adopted by Resolution on September 23, 2021. The FY 2021/22 Annual Budget was amended through the mid-year budget amendment at the April 11, 2022 Town Council meeting.

#### FY 2022/23 Annual Budget

The upcoming budget process began on April 1, 2022. The FY 2022/23 Annual Budget documents were distributed to departments to prepare and submit back to Finance at the end of April.

#### Town Council Visioning Session

On April 22, 2022, the Town Council held a Workshop/Visioning Session at the Finland House, which was publicly noticed and open to the public. In attendance were all elected officials, Town Manager, Town Attorney, Town Clerk and other staff. The meeting was the first of many that will assist in the preparation of the upcoming FY 2022/23 Operating and Capital Budget. At the meeting the following items were presented/discussed:

- The Town Attorney provided a Town Councilmember Orientation Session

- The Town Manager reviewed the Town’s recent accomplishments, improvements as well as both current and future projects
- Various Department Heads and staff members provided departmental overviews that outlined each department’s primary functions, accomplishments and short and long-term goals
- The Town Manager reviewed short-term goals that each Councilmember had individually identified as priorities to determine if there was consensus to make it a Town priority
- The Town Manager provided a list of items to determine if there was consensus to bring these items back for future Council consideration, if necessary

No formal action was taken at this meeting, as it was a Workshop.

[Monthly Report Spreadsheet \(March 2022\)](#)



Town of Lantana  
Finance Department  
Monthly Report

Item	March
Number of accounts payable checks issued	163
Amount of accounts payable checks	\$ 640,156
Utility bills prepared	3,411
Utility accounts on Auto-Pay	816
Utility accounts opened	42
Town water consumption (in thousands of gallons)	5,224
Water consumed (net of Town usage in thousands of gallons)	43,965
Water/Wastewater Utility Revenue Billed	\$ 328,954
New employees	2
Separated employees	6
Number of interviews	12
Number of insurance claims managed	26
SysAid tickets completed (I.T.)	53
Security logs reviewed	4,364
Backups performed (computer, server, etc.)	367
Network add/change/deletions	88

## LIBRARY HIGHLIGHTS

### Temporary Location

While our Library facility is undergoing its remodeling project, the library has been temporarily relocated to 418 S. Dixie Hwy, Lantana FL 33462.

### Remodeling Project Update

On January 10, 2022, the Town Council approved the assignment of the Lantana Library Renovation Project Agreement to Multitech Corp. Unfortunately, in spite of the diligent efforts of staff, Multitech Corp. failed to obtain the bonds required to restart the renovation work at the Library. Therefore, due to circumstances beyond our control, this option was no longer considered viable and as a result, staff negotiated an Agreement with West Construction, Inc., the second lowest bidder from the original bid to complete the Library Renovation Project. The Administration is planning on placing this Agreement on the May 9, 2022 Town Council Meeting Agenda for the Town Council's consideration.

### Touch a Truck Storytime

On Saturday, March 12, 2022, the Library and Operations Department united for a free event at the Lantana Recreation Center for songs, stories, crafts and the chance to meet the people who build, protect and serve our Town.



On Saturday April, 2, 2022 at 10:30 AM, the Library featured our Police Department for Touch a Truck Storytime with crafts, goodies, Police cars and more!

### Little Free Libraries

Operations has started to install the Little Free Libraries in our Town parks: Maddock Park, Recreation Center playground, Nature Preserve, McKinley Park, Bicentennial Park and the Beach Park. The Library is working with Development Services to create an informational packet for those residents who wish to create their own Little Libraries on their streets.

### Computer Classes

The library is now offering computer help and tutoring on Monday mornings from 10:00 AM to 2:00 PM. Email Sam Esmail at [sesmail@lantana.org](mailto:sesmail@lantana.org) to make an appointment or just pop in!

## **POLICE DEPARTMENT HIGHLIGHTS**

### Police Department Ongoing Projects and Current Trends

- All of the equipment has been received and inventoried for the dispatch center upgrade and we are coordinating with Motorola to establish an installation date in the next several weeks.
- Three (3) Ford Utility Interceptor vehicles have been ordered and awaiting delivery from the vendor.
- The Emergency Operations Center has been upgraded and is operational should the need arise for activation.
- Final dates to be set for the installation and training for the communications center upgrade
- Selective Traffic Enforcement Program (STEP) in various areas throughout Town to address traffic violators
- Tax Refund Season- Protect yourselves against identify theft and fraud, do not provide your personal information (social security number, birthdate, etc.) over the phone or via the internet.

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**FIRE DEPARTMENT HIGHLIGHTS**  
Municipal Call Type Report Chart



**Palm Beach County Fire Rescue**  
**Lantana - # of Calls by Type**  
**20220301 to 20220331**

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	181
Vehicle Accidents:	31
Fires:	5
Hazardous Situations	2
Assists\Investigations:	8
Alarms:	21
Train Incident:	2
<b>Total number of Events:</b>	<b>250</b>





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