

TOWN OF LANTANA
TOWN MANAGER'S MONTHLY REPORT

to the
Town of Lantana Town Council
and Community



February 2022

TOWN OF LANTANA

TOWN MANAGER'S MONTHLY REPORT



TOWN COUNCIL

Robert Hagerty, Mayor
Malcolm Balfour, Vice Mayor
Karen Lythgoe, Vice Mayor Pro Tem
Dr. Lynn J. Moorhouse, 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

TOWN OF LANTANA
TOWN MANAGER’S MONTHLY REPORT
FEBRUARY 2022

TABLE OF CONTENTS

INTRODUCTION	1
MISSION	1
COVID-19 – RESOURCES, VACCINE AND OTHER INFORMATION	1
NEWS RELEASES	1
Clean Up After Your Pets	1
Dune Restoration Project Delayed due to Current Unfavorable Conditions	1
TOWN CLERK HIGHLIGHTS	2
Election Update.....	2
Town of Lantana’s General Election Information	2
Schedule of Upcoming Town Council Meetings.....	2
OPERATIONAL HIGHLIGHTS	3
Sea Pines Neighborhood Information	3
Equipment Update	3
Enjoy Lantana! Events.....	3
Operations’ Ongoing Projects.....	4-5
DEVELOPMENT SERVICES HIGHLIGHTS	5
Water Tower Commons Project Update.....	5
Treasure Coast Regional Planning Council Update.....	5
Contractor Appreciation	5
Development Services’ Ongoing Projects.....	6
FINANCE DEPARTMENT HIGHLIGHTS	6
American Rescue Plan Act (“ARPA”) Funding Update	6
FY 2021/22 Annual Budget	6
Monthly Report Spreadsheet (January 2022)	7
LIBRARY HIGHLIGHTS	7
Library Remodel Project Update	7
Library Social Worker	8
Equipment Update	8
POLICE DEPARTMENT HIGHLIGHTS	8
Police Department Ongoing Projects	8
FIRE DEPARTMENT HIGHLIGHTS	9
Municipal Call Type Report Chart.....	9

INTRODUCTION

The purpose of this report is to provide the Town of Lantana (the “Town”) Town Council and Community with an end of month 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 hotline number is (866) 779-6121
- For Florida Health updates via text, text FLCOVID19 to 888777

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

NEWS RELEASES

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

Unfortunately, at the present time, there is insufficient dry beach width at Lantana’s Municipal Beach in order to conduct the Dune Restoration Project during the originally anticipated 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

Election Update

The Town Clerk attended two (2) poll worker training sessions at the Supervisor of Elections Office, arranged for publication of the sample ballot in the Palm Beach Post and Spanish newspaper El Semanal, and is continuing to carry out all of the necessary actions in accordance with State Law and the Town Charter to conduct a smooth election.

Town of Lantana's General Election Information

The Town's General Municipal Election will be held on Tuesday, March 8, 2022, for the Office of Councilmember Group 1 and Group 2 seats. If necessary, a Run-off Election will be held on March 22, 2022, utilizing the same times and precincts as the General Municipal Election. The polls will be open from 7:00 AM to 7:00 PM.

The following candidates have qualified to run for Councilmember – Group 1:

- Lynn J. Moorhouse (incumbent)
- Joseph Farrell
- John Raymer

The following candidates have qualified to run for Councilmember – Group 2:

- Media O. Beverly
- Kem Mason
- Edward P. Shropshire

Precincts and Polling Locations:

Please check your voter registration card for your assigned precinct and polling location:

- Precincts 3075, 4002, 7172: Lantana Recreation Center, 418 S. Dixie Hwy
- Precinct 7170: Town Council Chambers, 500 Greynolds Cir
- Precinct 7168: Maddock Park Portable, 1200 W. Drew St.

Please contact Kathleen Dominguez, Town Clerk, at (561) 540-5016 or kdominguez@lantana.org or visit: www.lantana.org/town-elections for more information.

Schedule of Upcoming Town Council Meetings

- March 14, 2022 at 6:00 PM
- March 28, 2022 at 6:00 PM
- April 11, 2022 at 6:00 PM
- April 25, 2022 at 6:00 PM
- May 9, 2022 at 6:00 PM
- May 23, 2022 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 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. There is a 26-week lead time on the delivery of these devices which is estimated to be 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

- Barefoot Mailman Family Beach Day
March 5, 2022 from 9 AM – 2 PM at Lantana Beach
- Farm Share Event
March 19, 2022 from 9 AM – 12 PM at the Sports Park

THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

Operations' Ongoing Projects				
Title	Funding Yr	Start	Est Completion	Comments
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
Marine Safety	FY 2020/21	Jul 2021	Dec 2021	Completed
ADA Ramp Re-Bid	FY 2021/22	Not Determined	Not Determined	Town Council Rejected Proposed design. Redesign is underway & insurance claim has been settled
SE Atlantic Dr., Beach Curve Rd., Barefoot Lane, Lagoon Lane, N. Atlantic Drainage Improvements	Not funded	Not Determined	Not Determined	CSA underway with Baxter & Woodman 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 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 3/1/22
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	Bid Opening 3/1/22

DEVELOPMENT SERVICES HIGHLIGHTS

Water Tower Commons Project Update

Phase II of the Residential project is currently in progress. The Town has issued Site Plan approvals for Wawa and the site plan for Chick-fil-a is currently under review. On December 15, 2021, ALDI was issued its Certificate of Occupancy and has officially opened its doors to the public. 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.

Contractor Appreciation

The Development Services Department hosted Contractor Appreciation Days from February 15-17, 2022, to celebrate our local contractors and the work they do within the Town.

Development Services' Ongoing Projects

Ongoing Applicant-Initiated Projects	<ul style="list-style-type: none"> • 1201 W Lantana Road – Chick-fil-a Site Plan, Landscape Plan, Special Exception Requests • Lantana Cabana (Restaurant at the Moorings) – Site Plan, Landscape Plan, Variance Requests • Traffic Calming Request for W Ocean and W Pine
Ongoing Town-Initiated Projects	<ul style="list-style-type: none"> • Proposed Ordinance for TPS Process • Proposed Ordinance for signage updates • Proposed Ordinance for valet parking updates
Other Ongoing Projects	<ul style="list-style-type: none"> • Coordination with outside vendors on permit process improvements, including future online permitting capabilities • Participation with Palm Beach County Housing Action Plan
Active Special Event Permits	<ul style="list-style-type: none"> • Lantana Greenmarket (Fridays and Sundays through May 2022) • Food Truck at Sports Park (through September 2022)

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.

FY 2021/22 Annual Budget

Was adopted on 1st and 2nd Reading on September 13th and September 23, 2021, respectively.

Monthly Report Spreadsheet (January 2022)



Town of Lantana
Finance Department
Monthly Report

Item	January
Number of accounts payable checks issued	231
Amount of accounts payable checks	\$ 1,878,845
Utility bills prepared	3,359
Utility accounts on Auto-Pay	815
Utility accounts opened	49
Town water consumption (in thousands of gallons)	5,191
Water consumed (net of Town usage in thousands of gallons)	53,660
Water/Wastewater Utility Revenue Billed	\$ 602,554
New employees	3
Separated employees	-
Number of interviews	3
Number of insurance claims managed	37
SysAid tickets completed (I.T.)	54
Security logs reviewed	3,849
Backups performed (computer, server, etc.)	367
Network add/change/deletions	93

LIBRARY HIGHLIGHTS

Library Remodel Project Update

While our Library facility is undergoing its remodel, the library has been temporarily relocated to 418 S Dixie Hwy, Lantana FL 33462. The Library is finalizing furnishings, finishes and shelving selections for the Library this week.

On December 9, 2021, renovation work at the Lantana Library was halted as Sierra (primary contractor) was unable to timely meet all of the state-required contractor technical qualifications. Consequently, the Town Attorney and staff recommended assigning the agreement from Sierra to Multitech Corp. ("Multitech"), the Qualifying Contractor/General Contractor which has been employed by Sierra throughout the Renovation and currently holds the related building permits with our Development Services Department. Multitech currently meets all state and local contractor requirements and the Town, Sierra and Multitech were all amenable to this assignment. The Assignment of the Agreement was approved at the January 10, 2022 Town Council Meeting and as of today, staff is in the process of verifying all of the qualifying documents for the contractor. Renovation work at the library is expected to resume shortly.

Library Social Worker

The Library's weekly social worker is now on site on Thursdays from 10:00 AM – 5:00 PM and are available to help with housing, mental health issues, counseling, financial assistance, applications, and other case management. If you have any questions or would like additional information please contact Kristine Kriedler, Library Director at kkreidler@lantana.org.

Equipment Update

On November 8, 2021, the Town Council approved an LSTA grant (LPL Loss Prevention and Patron Experience 21-LSTA-B-08) in the amount of \$49,517. At the February 28, 2022 Town Council Meeting, staff will recommend the purchase of the related RFID technology portion of that grant in the amount of \$42,315. This purchase will include a security gate, a monitor to count traffic in and out, RFID tags, a wand for inventory, a self-check station and training on the use of the equipment that will be needed for the initial tagging of the collection.

POLICE DEPARTMENT HIGHLIGHTS

Police Department Ongoing Projects

- The majority of the equipment has been received for the dispatch center upgrade and we are coordinating with Motorola to establish an installation date once all equipment has been received (ongoing)
- Two (2) Chevy Tahoe's have been outfitted and deployed in the fleet. One is for the Town of Hypoluxo and the other is the Town of Lantana Supervisor vehicle.
- Three (3) Ford Utility Interceptor vehicles have been ordered and awaiting delivery from the vendor

THE REMAINDER OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK

FIRE DEPARTMENT HIGHLIGHTS
Municipal Call Type Report Chart



Palm Beach County Fire Rescue
Lantana - # of Calls by Type
20220101 to 20220131

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	202
Vehicle Accidents:	28
Fires:	4
Hazardous Situations	2
Assists/Investigations:	8
Alarms:	23
Total number of Events:	267





Town of Lantana
500 Greynolds Circle
Lantana, FL 33462
(561) 540-5000