

TOWN OF LANTANA
TOWN MANAGER'S MONTHLY REPORT

to the
Town of Lantana Town Council
and Community



January 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

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JANUARY 2022

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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/>

Due to the recent surge in COVID-19 related cases and in an abundance of caution, until further notice, please be advised that the Town will require that all employees and members of the public (regardless of vaccination status) wear a facial covering and adhere to social distancing requirements when entering and exiting any Town facilities and while in any common areas of those facilities. Common areas include lobbies, hallways, kitchens, restrooms, etc.

TOWN CLERK HIGHLIGHTS

Election Update:

On January 10, 2022, the Town Council adopted Resolution No. R-01-2022, appointing the Palm Beach County (PBC) Supervisor of Elections as the Town’s Canvassing Board for the March 8, 2022, municipal election. In addition, the Town Council approved the agreement between the Town and the PBC Supervisor of Elections to use their voting equipment, poll workers and their staff for processing and tabulating the ballots and other election services for the Town’s March 8, 2022 municipal election and (if necessary) the March 22, 2022 Run-off 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:

- February 14, 2022 at 6:00 PM
- February 28, 2022 at 6:00 PM
- March 14, 2022 at 6:00 PM
- March 28, 2022 at 6:00 PM

OPERATIONAL HIGHLIGHTS

Sea Pines Neighborhood Update:

The Operation's Utilities Division is now 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:

- Five (5) Operations' vehicles were recently ordered with two (2) already delivered, while the other three (3) are awaiting delivery. One (1) additional vehicle was approved for purchase at the January 24, 2022 Town Council Meeting and will be ordered shortly.
- An aerial lift vehicle that will be utilized to support the Town's vertical reach needs and augment our bucket truck requirements was recently delivered. Training related to its safe operation in underway for the staff who will be utilizing it.
- In early 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:

- Movie Night (Drive-In)
February 4, 2022 at 7 PM at the Sports Park - Space Jam A New Legacy
- 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

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 improvements. on Hypoluxo Island
Bicentennial Bathroom	FY 2020/21 (rollover to FY 2021/22)	Oct 2020	Nov 2021	Completed
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	FY 2020/21 (rollover to FY2021/22) Additional Funding in FY 2021/22	Apr 2021	February 2022	90% installed to date. Remaining Installation estimated to be completed by 2/15/22
Nature Preserve Walking Trail	FY 2021/22	Oct 2021	Oct 2021	Completed
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	Bid opened on 01/27/2022, contractors are being evaluated
Pipe Lining/Manhole Rehabilitation Sanitary Sewer	FY2021/22	TBD	TBD	Contract awarded, awaiting scheduling with contractor

DEVELOPMENT SERVICES HIGHLIGHTS

Water Tower Commons Project Update

The Residential Phase II is currently in progress. The Town has issued Site Plan approvals for Wawa and a Chick-fil-a Site Plan 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.

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 • Variance request for 1014 N Atlantic Drive • Variance request for 823 W Oyster Lane • Special Exception request for 508 W Lantana Road • Traffic Calming Request for W Ocean and W Pine • Traffic Calming Request for Melody Lane
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Ongoing Town-Initiated Projects	<ul style="list-style-type: none"> Proposed Ordinance for Home Based Businesses to comply with recent house bill 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 CentralSquare 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)
Active Street Obstruction Permits	<ul style="list-style-type: none"> Street Obstruction for WTC roadway updates on N 8th Street

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 (December 2021)



Town of Lantana Finance Department Monthly Report

Item	December
Number of accounts payable checks issued	140
Amount of accounts payable checks	\$ 658,671
Utility bills prepared	3,382
Utility accounts on Auto-Pay	801
Utility accounts opened	43
Town water consumption (in thousands of gallons)	4,578
Water consumed (net of Town usage in thousands of gallons)	44,619
Water/Wastewater Utility Revenue Billed	\$ 549,580
New employees	3
Separated employees	1
Number of interviews	7
Number of insurance claims managed	25
SysAid tickets completed (I.T.)	57
Security logs reviewed	3,998
Backups performed (computer, server, etc.)	367
Network add/change/deletions	71

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 Misc.:

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.

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
- Under a Grant program, the police department has purchased equipment for an upgrade of the Emergency Operations Center within the police department
- Two (2) Chevy Tahoe's are currently being outfitted in which one (1) will be for the Town of Hypoluxo and the other will be a Town of Lantana Supervisor vehicle
- Successfully transferred over to the FIBRS platform which replaced the Uniform Crime Reports for annual mandated reporting

FIRE DEPARTMENT HIGHLIGHTS

Municipal Call Type Report Chart



Palm Beach County Fire Rescue **Lantana - # of Calls by Type** **20211201 to 20211231**

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	183
Vehicle Accidents:	33
Assists/Investigations:	3
Alarms:	16
Train Incident:	1
Total number of Events:	236





Town of Lantana
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