

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



January 2023

TOWN OF LANTANA

TOWN MANAGER'S REPORT



TOWN COUNCIL

Vacant, 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, CMC, Town Clerk
Stef Lambrisca, Executive Assistant to the Town Manager

TOWN ATTORNEY

Lohman Law Group, P.A.

DEPARTMENT DIRECTORS

Eddie Crockett, Public Services 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 (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 STATEMENT

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 for more information

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

NEWS RELEASES

CodeRED

Citizens and businesses may now sign up to receive emergency and non-emergency notifications by phone, email and text message and stay informed through the CodeRED Lantana Alert system.

On 12/07/2022, the Town implemented a mass emergency notification system called CodeRED, a service provided by OnSolve, based in Ormond Beach, FL. The CodeRED platform will allow Town officials to communicate with residents and personnel by sending telephone calls, text messages, emails and posts to social media platforms and mobile app messages to inform residents of emergencies and to better protect life and property.

The Town will also activate CodeRED to notify registered subscribers of general or non-emergency matters such as upcoming events and meetings, beach updates, planned road closures, etc. Residents can sign up to receive these notifications by phone, email, text and mobile alerts to their cell phones. There is no charge to register for or use CodeRED and personal information is kept confidential.

Visit <https://public.coderedweb.com/CNE/en-US/BFF069077EB1> to enroll and start receiving notifications. OR text "Lantanaalerts" (as one word) to 99411.

- Add the CodeRED phone number to your Caller ID – (866) 419-5000 for EMERGENCY CALLS
- Add the CodeRED phone number to your Caller ID – (855) 969-4636 for GENERAL CALLS
- Add the CodeRED phone number to your Caller ID – (800) 566-9780 for WEATHER WARNING CALLS

Things to Know About CodeRED

- CodeRED delivers notifications by phone, email, text and mobile alerts
- CodeRED is compatible with TDD/TTY devices for those who are deaf or hard of hearing
- Individuals and businesses may add as many phone numbers, emails and texts numbers as they choose

For more information about CodeRED Lantana Alerts, contact the Town Clerk Kathleen Dominguez at (561) 540-5016 or kdominguez@lantana.org.

Greater Lantana School Community Education Council Update

On 01/23/2023, the Town Council approved Ordinance No. O-01-2023, on second reading which amended Chapter 2. Administration of the Town Code of Ordinances by Repealing Article VI. – Greater Lantana School Community Education Council.

This topic was originally discussed by Town Council and Education Council members at the 10/24/2022, Town Council meeting. At that meeting, the Town Council voted unanimously to disband the Education Council since it had achieved its original objectives and no longer served in an advisory capacity. In addition, the Councilmembers discussed and, by consensus, approved the formation of a committee of volunteers that may choose to perform activities in support of education, such as: planning and organizing the Annual Teacher Appreciation Week luncheon, School Supply Drive and other activities that support education.

Estimated Water Utility Bills

In the recent past, it was necessary for the Town to estimate water utility bills due to staffing shortages. Although, we are now back to obtaining the actual readings of these meters, your recent water bill may have experienced a significant positive or negative impact. If you would like more information, please email customerservice@lantana.org or call (561) 540-5020. If you think your bill is incorrect, please include a picture of the water meter's dials or digital numbers.

Check your Toilet Flappers for Leaks

Over time, toilet flappers may warp and/or break down causing them to leak as they no longer seat properly in the bottom of the tank. If this occurs, your toilet tank will refill more frequently than is actually required resulting in higher than necessary water utility bills. You can check for leaks by adding 10 to 15 drops of food coloring in the toilet tank. Wait 10 minutes, and if colored water appears in the toilet bowl, you have a leak. Generally, the leak is in or around the plunger ball or flapper valve at the bottom of the tank.

Hurricane Nicole Update

Between 11/09/2022 and 11/10/2022, the Town experienced impacts from Hurricane Nicole (i.e., storm surge and the unusually high tide which caused normally dry areas near the coast to flood).

Throughout the storm, our Public Services Department closely monitored the areas within the Town that are prone to flooding. They removed debris from storm drains and streets and were available to request additional resources, if deemed necessary.

Although the impacts to our community were fairly light, the Town experienced the following damage:

- Lantana Municipal Beach Damage

Both of the staircases that provide access to the Lantana Municipal Beach were destroyed during Hurricane Nicole. On 11/29/2022, a temporary staircase at the top of Dorothy Rissler Lane was opened to the public. Plans for replacing the two (2) permanent staircases will be considered at a later date.

- Seawall Update

During the storm, sand along a portion of the south side of our seawall at the top of Dorothy Rissler Lane was washed out. Our engineer and staff reviewed the damage together on 11/18/2022 and our engineer is in the process of preparing a consulting services agreement (CSA) that will include design plans, technical specifications, a construction cost estimate and related construction inspection services to make the necessary permanent repairs.

On 11/24/2022, in order to make the site safe, staff temporarily filled the hole near the seawall with sand as it will need to be excavated at a later date in order to make the permanent repairs.

- Dune Restoration Project Delayed

On 10/24/2022, the Town Council approved the First Amendment to the Interlocal Agreement for the Dune Restoration Project – Reach 9 with the Town of South Palm Beach and Temporary Easement Access Agreement with the Town of South Palm Beach and Town of Palm Beach, extending the term of the project through 02/28/2023.

On 11/21/2022, the Town was formally informed by the Town Manager of the Town of South Palm Beach that the Dune Restoration Project will most likely be delayed until later this year or early 2024. This is due to the fact that the sand stockpile that was reserved for this project at Phipps Ocean Park was unfortunately washed away during Hurricane Nicole.

Elevation Requirements for New Construction and Substantial Improvement Projects in Special Flood Hazard Areas

In designated flood zones, building codes require new construction and substantially improved building projects to be built at a minimum height of the designated Base Flood Elevation (BFE) plus one (1) foot. “Substantial improvement” means any reconstruction, rehabilitation, addition or other improvement to a structure, the total cost of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement. Please contact our Planning and Zoning Division for more information at planning@lantana.org.

Permit Extensions

Building Permits can expire if there is no activity on the project. Work shall be considered to be in active progress when the permit has received an approved inspection within 6 months. If your permit is set to expire, you can request an extension in writing with justifiable cause prior to the expiration. The Town’s Building Official has authorization to grant, in writing, one (1) or more extensions of time, for periods not more than three (3) months each. Please contact the Building Division for more information at buildingpermit@lantana.org.

Home/Year-Round Water Restrictions for Existing and New Landscaping







At the 09/12/2022 Town Council meeting, the Town Council adopted Ordinance No. O-08-2022, amending Chapter 21 of the Town Code of Ordinances at Article IV – Water Conservation and Regulation. This Ordinance Modified the Implementation of Mandatory Year-Round Landscape Irrigation Conservation Measures so that they are consistent with that of the South Florida Water Management District. These water restrictions apply to any use of water for irrigation purposes, regardless of the source and pertain to both existing and new landscaping as follows:

Water Restrictions for Existing Landscaping:

EVEN-NUMBERED ADDRESSES, or other locations with no address, may irrigate **three (3) days a week, only on Tuesdays, Thursdays and Sundays.**

ODD-NUMBERED ADDRESSES: may irrigate **three (3) days a week, only on Mondays, Wednesdays and Saturdays.**

Landscape irrigation is prohibited between 10:00 a.m. and 4:00 p.m.

If your address ends in...	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
0, 2, 4, 6, 8							
1, 3, 5, 7, 9							

Water Restrictions for New Landscaping:

New landscaping may be irrigated once when installed without regard to the above watering days and times. In addition, irrigation of the soil immediately before the new landscaping is allowed without regard to the normal watering days and times.

For additional questions, please call (561) 540-5758. You may also visit the: [Lawn Watering Restrictions | South Florida Water Management District \(sfwmd.gov\)](https://www.sfwmd.gov/Lawn-Watering-Restrictions)

Assistance with New Businesses and those making Home Improvements

Please help us help you! It's never too early to reach out to the Development Services Department if you are thinking of opening a new business in Town, moving your business to a new location or doing a home improvement project. The earlier you know if permits are needed, if your use is permitted at a location and/or if there are certain code requirements that need to be met, the more seamless we can make the process. Having the information ahead of time will help facilitate a successful outcome and will assist in preventing frustration and unnecessary delays. The Development Services Department is here to guide you through every step of the Town's processes and requirements.

Reporting Code Violations

If you are reporting a potential Code Violation, you must include your name, address and contact number for an investigation to occur. Per a Florida State Statute passed in the Summer of 2021, Code Enforcement can no longer act upon anonymous complaints. However, this does not apply if the code inspector has reason to believe the violation presents an imminent threat to public health, safety, or welfare or imminent destruction of habitat or sensitive resources. For more information on the legislation, please see the following link <https://flsenate.gov/Session/Bill/2021/60/?Tab=BillText>.

TOWN CLERK

2023 Municipal Election Information

The Town's next municipal election will be on **Tuesday, 03/14/2023**, to elect candidates for the Office of Councilmember Group 3 and 4 (three-year terms). A referendum question will also be placed on the ballot in March. Please see the candidate and referendum information below. For questions, please contact Town Clerk Kathleen Dominguez at (561) 540-5016 or kdominguez@lantana.org.

Karen Lythgoe qualified to run for the Office of Mayor – Group 5, and since there was no opposition, is deemed duly-elected. She will be sworn in as Mayor on 03/27/2023.

The following candidates have qualified to run for Councilmember – Group 3:

- Mark Zeitler (incumbent)
- Raymond Lastella

The following candidates have qualified to run for Councilmember – Group 4:

- Christopher Castle
- John A. Raymer

Vote-by-Mail and Voter Registration Information:

Under the current Florida Laws, Vote-by-Mail requests are valid through the end of the calendar year of the next regularly scheduled general election. Voters who wish to receive a Vote-by-Mail ballot for 2023 through 2024 elections are required to complete a new Vote-by-Mail ballot request. To request a vote by mail ballot, click here: <https://www.pbcelections.org/Voters/Vote-By-Mail>.

2023 Town Referendum

On 11/29/2022, the Town Council adopted Ordinance No. O-09-2022, proposing a referendum to amend Article V., Section 4 of the Town Charter, changing the form of council election from a majority vote to a plurality vote. A majority vote is defined as more than 50% of the votes cast as compared to a plurality vote which is defined as the candidate who receives the highest number of votes will be elected, even if it's less than a majority.

Article V., Section 4 of the Town Charter currently states that when the Town holds a regular municipal election for Councilmember seat(s), the candidate who received the majority of the votes cast (50% plus 1) for that particular office is duly elected. However, suppose a candidate cannot achieve more than 50% of the votes cast during the regular municipal election. In that case, a runoff will occur between the two (2) candidates who received the most votes.

For example, under the current majority vote, if there are three (3) candidates running for a particular office: Candidate 1 receives 50%, Candidate 2 receives more than 25%, and Candidate 3 receives less than 25%, then a runoff would occur between Candidates 1 and 2 since Candidate 1 did not receive a majority (i.e., more than 50%) and Candidate 2 received a greater number of votes than Candidate 3.

Under the same scenario described above, if the Town Charter were amended to change the method of election to a Plurality Vote, a runoff would not have been necessary in this case since the highest vote-getter would be duly elected (i.e., Candidate 1).

The question below will appear on the 03/14/2023 ballot to be considered by Town electors:

TOWN OF LANTANA REFERENDUM QUESTION NO. 1

SHALL THE TOWN OF LANTANA CHARTER BE AMENDED TO CHANGE THE METHOD OF ELECTION FROM MAJORITY VOTE TO PLURALITY VOTE, SUCH THAT THE TOWN COUNCIL CANDIDATE WHO RECEIVES THE HIGHEST NUMBER OF VOTES FOR A PARTICULAR COUNCIL SEAT SHALL BE DEEMED TO BE ELECTED?

SHALL THE ABOVE-DESCRIBED QUESTION NO. 1 BE ADOPTED?

_____ **YES**

_____ **NO**

Granicus Agenda and Meeting Management Software Solution

On 12/12/2022, the Town Council approved entering into a piggyback agreement with Granicus, LLC for agenda and meeting management software solutions for a three-year term. This product will automate and streamline the creation of the Town's public meeting agendas and minutes, publish the meeting documents online in an ADA-accessible format, live stream and record public meetings, and provide closed captioning of the meeting audio for ADA accessibility.

A link will be provided on the Town's website in a central location where citizens can search, find and review meeting recordings, agenda packets and minutes on demand. This product also has an indexing feature that allows the meeting clerk to timestamp discussions for each agenda item during the meeting, so anyone who wishes to listen to the recording afterward can go right to that item. Citizens can also sign up to receive notifications of Town meetings with links to the meeting agendas when published.

This software implementation will improve transparency and comply with the ADA by utilizing agenda software with ADA enhancements, thus providing a better experience for our citizens. The Town expects to implement the new software as soon as possible.

Schedule of Future Events/Important Dates

- 02/03/2023 – Drive-In Movie Night, Lantana Sports Park, 7:00 p.m.
- 02/13/2023 – Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.
- 02/20/2023 – Presidents' Day, Town Offices Closed.
- 02/22/2023 – Library Ribbon Cutting Ceremony, Library, 11:00 a.m.
- 02/27/2023 – Town Council Workshop, Town Hall Council Chambers, 5:30 p.m.
- 02/27/2023 – Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.
- 03/11/2023 – Library Grand Opening Family Celebration, Library, 11:00 a.m.
- 03/13/2023 – Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.
- 03/18/2023 – Barefoot Mailman Family Beach Day, Lantana Beach, 9:00 a.m.
- 03/27/2023 – Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.

PUBLIC SERVICES DEPARTMENT (Formerly Operations Department)

Effective October 1, 2022, the Department formerly known as Operations is now Public Services. Please know, the rebranding does not impact our commitment to you or the community in any way.

Sea Pines Neighborhood Drainage Information

The Public Services' Utilities Division is equipped with pumps that can be immediately mobilized to mitigate potential street flooding and threats to property. Stormwater infrastructure maintenance is routinely performed and a Stormwater Pump Station contract was awarded to Ferreira Construction Southern Division Co., at the 09/12/2022 Town Council Meeting. This Pump Station will be utilized to control the water level there and reduce the likelihood of street flooding in the area. The pump station is currently projected to be completed within 270 days from when the Notice to Proceed is issued.

Hypoluxo Island Drainage Information

- On 01/20/2022, staff and the Town Engineer met with Hypoluxo residents to listen to their drainage concerns on both the north and south side of the Island. As a result of that meeting the Town Council approved Consultant Service Authorization (CSA) 2022-04 with the engineer to prepare a study in areas on Hypoluxo Island that are prone to flood during periods of intense rainfall and/or high tides.
- On 08/24/2022, staff met with residents on Pelican Lane to listen to their drainage concerns at this location. Although this is a privately-owned road that is not maintained by the Town, staff will continue to monitor and follow-up with residents on any updates that may affect

surrounding drainage infrastructure and improvements.

- On 10/14/2022, Town staff attended the Hypoluxo Island History Tour meeting and provided members of the Hypoluxo Island Property Owners' Association and others on the status of the drainage study referenced above. In addition, staff addressed various drainage inquiries and heard concerns related to the maintenance of privately-owned drainage systems that impact the surrounding community. The Town will review these concerns to determine how the Town may best proceed in these instances. In addition, at that meeting, staff also shared the following information with the residents:
 - During August 2022, all of the Town-owned and operated stormwater infrastructure on Hypoluxo Island was cleaned by a contractor and was determined to be operating as designed.
 - During Hurricane Ian, and other significant rain events, staff was proactively positioned throughout the Town so that they could immediately address and respond to any potential drainage issues.
- On 10/19/2022, Town staff met with the engineer preparing the drainage study to review preliminary recommended drainage system improvements.
 - An on-site meeting occurred on 11/02/2022 to review the potential locations of the recommended drainage system improvements.
 - A workshop was held on 12/12/2022 @ 5:30 p.m. to discuss the engineer's preliminary findings. As a result of the workshop, the engineer has been asked to finalize their report and prepare the related CSA to be reviewed by staff and eventually seek Town Council approval, if necessary.

Automated External Defibrillators (AEDs)/CPR Information

- The Town recently purchased state-of-the-art AEDs to be placed in Town facilities. On 11/03/2022, our equipment vendor and Palm Beach County Fire Rescue provided voluntary training on the use of the AEDs to interested employees in our Council Chambers. All of the AEDs were mounted/placed in Town facilities by 11/16/2022.
- CPR training was provided by Palm Beach County Fire Rescue to interested employees on 01/20/2023.

Enjoy Lantana! Events

Please join us on:

- 02/03/2023 – Drive-In Movie Night, (Sonic the Hedgehog 2), Lantana Sports Park, 7:00 p.m.

Railway Information

On 03/17/2022, 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 our community, residents and visitors.

On 03/23/2022, 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.

On 07/20/2022, the Town received a letter from the FEC stating that they had completed their field inspection for all grade crossings and identified the Central Blvd crossing as one (1) needing to be re-

worked as part of their 2023 Grade Crossing Maintenance Program. The work is expected to begin after 01/01/2023 at a projected cost of approximately \$214k which the Town will be responsible for.

On 08/10/2022, Town staff met with officials from the Federal Railroad Administration (FRA), FEC and Brightline to identify any potential safety concerns with the W Ocean Ave and Central Blvd crossings. The intent of the inspections was to identify any common issues and to develop and share ideas that would improve overall safety at these crossings. A full report that will outline this information is expected to be delivered from the FRA at a later date.

On 09/09/2022, staff entered into discussions with the FRA to provide updated information regarding the quiet zones in the Towns of Lantana and Hypoluxo. Engineering studies are underway to meet this requirement and the Town of Hypoluxo has agreed to share in their proportionate cost of the update.

On 12/08/2022 a meeting was held between the FEC, Brightline and Town staff to discuss crossing safety improvements, the FRA grant opportunity and a corridor approach to mitigate crossing accident risk.

A meeting is scheduled on 01/24/2023 between the Town and representatives from the FEC and Brightline to discuss and review plans for a potential Corridor Improvement Project. The purpose of the meeting is to walk the corridor and survey the area for potential improvements that will limit trespassing and vagrancy incidents along the corridor, while maintaining or improving the visual aesthetics throughout the Town. In addition, a meeting is scheduled for 02/23/2023 between the Town and City of Boca Raton to discuss the potential of partnering together in an effort that might involve the closure of the Pines St. Crossing assuming "significant" Federal, FEC and/or Brightline funds will be made available to the Town for major railway corridor improvements. A workshop is tentatively scheduled for 02/27/2023 at 5:30 p.m. to provide the Town Council with additional information directly from the parties that may be involved in this potential opportunity.

[Evergreen Cemetery Information](#)

The Town and the Lantana Historical Society are partnering together to install a fence around the perimeter and concrete monuments for the SW and SE boundaries of the Evergreen Cemetery site. As a result, staff had a survey of the property completed and is in the process of preparing the necessary bid documents (in conjunction with our engineer), related to the purchase/installation of the fence and monuments.

During the month of September, an Eagle Scout contacted the Town and offered to make improvements to the Evergreen Cemetery as a Service Project that he needed to complete. Staff agreed to oversee the project and worked with the Eagle Scout candidate to install an informational kiosk at the cemetery entrance that identified the graves located within the cemetery. This project enhanced the historical value and aesthetics of the cemetery.

[Infrastructure Master Plan](#)

As discussed during the April 2022 Visioning Session, on 12/12/2022 staff recommended and the Town Council approved the development of a Master Plan that will include a comprehensive analysis of the Town's potable water distribution system, wastewater collection and transmission system, roadway, seawalls, parks and recreation facilities and stormwater system. The recommended plan shall include recommendations for Capital Improvement Projects (CIP). The CIP shall include improvement recommendations with estimated budgetary cost estimates for short-term (1-5 years) and long-term (6-10 years) planning horizons for the potable water distribution system and include extended term (11–20 years) for the wastewater collection and transmission system and the stormwater system to meet the requirements of Stormwater and Wastewater 20 Year Needs Analyses

which have recently been adopted by Florida Statutes. The Master Plan is expected to be completed within 52 weeks of the issuance of the Notice to Proceed. A kickoff meeting is scheduled for 02/25/2023 between the Town and the Town Engineers overseeing this project.

Copper and Lead Report

Due to the fact that the Town had an exceedance report for lead and copper in 2021, the Town was placed in a Bi-annual Lead and Copper reporting protocol by the Palm Beach County Health Department. In response, the Town made adjustments to the corrosion control inhibitor and had to submit an additional forty (40) tap samples on 12/14/2022. The test results determined that the Town's water supply met the County's standards and we can be placed back on reduced monitoring of only one group of forty (40) tap samples. At this time the Town has been placed on enhanced monitoring, which is forty (40) tap samples twice a year for a total eighty (80) lead and copper samples a year.

Townwide Paving Information

Although permanent markings may still be required in some cases, Townwide paving has been completed on the following roads:

- Right turn lane of Andrew Redding Rd.
- Barefoot Ln. from SE Atlantic Dr. to Dead End.
- Lands End Rd. from Lands End Rd. to S. Atlantic Dr.
- N. Arnold Ave. from W. Lantana Rd. to W. Ocean Ave.
- S. Arnold Ave. from W. Ocean Ave. to W. Mango St.
- Iris Ave. from S. Lake Dr. to Dead End.
- Milton St. from Dixie Hwy. to S. Lake Dr.
- New World Ave. from Andrew Redding Rd. to Ridge Rd.
- S. Lake Dr. from E. Ocean Ave to S. Oak St.
- W. Drew St. from S. Arnold Ave. to S. Broadway.
- Washington Ave. from W. Palm to W. Ocean Ave.
- W. Drew St. from S. 14th St. to S. 12th St.
- W. Bloxham St.

Staff is currently obtaining quotes from our vendor to pave other roads that have been prioritized in the event that any budgetary funds remain.

Miami Parking Authority Site Visit

Due to constant maintenance issues and the high cost of untimely repairs to the Town's current kiosk parking system, staff made a site visit to the Miami Parking Authority on 01/19/2023 to look at their facilities, command center and the wireless parking system that they primarily use to collect parking fees and to determine if a similar system might fit our Town's needs. Such a system would result in the payment of parking fees, primarily by phone.

As a result, staff will review multiple wireless platforms to ensure that the system that is eventually recommended will be efficient, cost-effective, easy to administer and improve the overall customer experience for our residents and visitors.

Special thanks should be given to the staff of the Miami Parking Authority who spent about four (4) hours with our staff reviewing the pros and cons of their various parking systems, provided tours of their facilities, and provided recommendation and best practices to minimize implementation issues.

Exhibit A – Public Services Department’s Ongoing Capital Projects

Project	Funding Year	Start Date	Estimated Completion	Comments
WTP High Service Pumps Replacement	FY 2020/21 (rolled over to FY 2021/22)	August 2021	April 2023	Underway, electrical components are being installed. Pump 1 and 4 removed to prepare for new pump installation.
E Lantana Rd Improvements	FY 2020/21 (rolled over to FY 2021/22)	Not Determined	Not Determined	Pre-construction meeting held 12/08/2022. Notice to Proceed (NTP) issued so that contractor can be compensated for materials with long lead time.
Lift Station Rehabilitation (6, 16 & 18)	FY 2020/21 (rolled over to FY 2021/22)	Not Determined	Not Determined	Contract awarded and underway. Submittals approved awaiting equipment delivery. Some items have an expected delivery time of 04/2023.
Sea Pines Stormwater Pump Station	FY 2020/21 (rolled over to FY 2021/22)	Not Determined	Not Determined	PO has been received, awaiting submittals for long lead time equipment. Equipment deliveries expected 07/2023.
WTP Filter Media Replacement & Improvements	FY 2020/21 (rolled over to FY 2021/22)	June 2021	TBD	Preparing bid documents for bidding and construction services.
Water Main Replacement Under FEC @ Pine St	FY 2020/21 (rolled over to FY 2021/22)	Not Determined	Not Determined	Contract awarded 12/12/2022. Prework meeting to be scheduled.
ADA Ramp Re-Bid	FY 2021/22	Not Determined	Not Determined	Insurance claim has been settled, Ramp Design TBD upon completion of the Dune Restoration Project.
SE Atlantic Dr, Beach Curve Rd, Barefoot Lane, Lagoon Lane, N Atlantic Drainage Improvements	Included in FY 2021/22 year-end budget amendment	Not Determined	Not Determined	Preliminary recommendations presented at 12/12/2022 Workshop. Engineer has been requested to finalize report and prepare related CSA.
Beach Pavilion Repairs	FY 2020/21 (FY 2021/22 not funded)	Not Determined	Not Determined	Bldg. use/purpose being evaluated as part of the Master Plan.
Maddock Park CDBG (Phase I)	FY 2021/22 Grant	July 2022	June 2023	NTP issued 10/07/2022. Project is underway.
Maddock Park CDBG (Phase II)	FY 2022/23 Grant	Not Determined	Not Determined	CDBG Agreement approved by Town Council on 09/12/2022.
Community Planning Technical Assistance Grant (Stormwater Infrastructure Analysis)	FY 2022/23 Grant	Not Determined	Not Determined	CPTA Grant awarded in the amount of \$62k. Grant requirements being evaluated by staff.
Townwide Milling and Paving	FY 2021/22	November 2022 (estimate)	TBD	Townwide paving underway. Projected project completion 01/27/2023.
Beach Rails Phase II	FY 2021/22	Not Determined	Not Determined	Project deferred until FY 2022/23. CSA being evaluated.
Pipe Lining/Manhole Rehabilitation Sanitary Sewer	FY 2021/22	TBD	TBD	Contract awarded, project is underway.
Phase I AC Pipe Replacement	FY 2021/22	TBD	TBD	CSA award to Baxter/Woodman 11/14/2022 for design.

Exhibit B – Public Services Department’s Capital Projects included in FY 2022/23 Adopted/Amended Budget

Project	Funding Year	Start Date	Estimated Completion	Comments
Townwide Improvements	FY 2022/23	Ongoing	09/30/2023	Ongoing incidental non-programmed improvements.
Install Holiday Lights	FY 2022/23	11/22/2022	December 2022	Completed.
Replace 2000 F-250 (Roads & Grounds)	FY 2022/23	October 2022	Summer 2023	Vehicle ordered.
Additional Funds to Replace 2008 International 430C (Grapple Truck)	FY 2022/23	October 2022	Summer 2023	Approved for purchase during 01/09/2023 Town Council meeting.
Replace 2003 Ford F-250 (Roads & Grounds)	FY 2022/23	October 2022	Summer 2023	Vehicle ordered.
Replace 2007 F-150 (Roads & Grounds)	FY 2022/23	October 2022	Summer 2023	Vehicle ordered.
Various Park Improvements	FY 2022/23	Ongoing	09/30/2023	Ongoing incidental non-programmed improvements.
Replace 2006 Crown Vic (Parks & Recreation)	FY 2022/23	October 2022	Summer 2023	Approved for purchase by Town Council on 11/14/2022. Awaiting inbound vehicle prior to surplus
Replace Bus Shelters	FY 2022/23	October 2022	02/2023	PO submitted. Bus stop being manufactured.
Repair Seawall @ Bicentennial & Sportsman’s Parks	FY 2022/23	August 2022	Not Determined	Pending Grant Approval.
Recoat Seawall Sheet (Lantana Beach)	FY 2022/23	Not Determined	Not Determined	None at this time.
Townwide Air Conditioner Replacements	FY 2022/23	Ongoing	09/30/2023	As required.
Additional Funding for ADA Ramp Replacement (Lantana Beach)	FY 2022/23	Not Determined	Not Determined	Awaiting Dune Restoration Project completion.
Replace Wooden Decking, Rafters & Rails (Lantana Beach)	FY 2022/23	October 2022	05/2023	CSA for Design being evaluated.
Install Automatic Flush Valves (Townwide Fire Hydrants)	FY 2022/23	December 2022	04/2023	Locations being confirmed.
Design: Phase II Asbestos Cement (AC) Water Mains	FY 2022/23	Not Determined	Not Determined	Awaiting CSA.
Replace Water Plant Filters	FY 2022/23	Underway	Not Determined	None at this time.
Townwide Paving	FY 2022/23	TBD	TBD	Completed.
CSA to Prepare Town’s Comprehensive Water, Wastewater, Roadway, Seawall, Parks & Recreation Facilities & Stormwater Master Plan	FY 2022/23	01/2023	12/2023	Approved 11/14/2022. PO awarded to Baxter & Woodman

DEVELOPMENT SERVICES DEPARTMENT

Water Tower Commons Project Update

Construction for the Wawa is still underway. The Chick-fil-a received their certificate of occupancy and is currently open to the public. Town staff is continuing to work with the developer on appropriate permits for the recently approved amendment to the Special Exception, Site Plan and Landscape Plan to include the use of a car wash and additional drive-through uses for a portion of the eastern commercial side of the project. In addition, the Developer is well underway with the installation of a piece of artwork to fulfill the requirement of Art in Public Places for the Development.

Treasure Coast Regional Planning Council (TCRPC) Update

After a successful Master Plan Charrette and design studio in early July, Dana Little, Urban Design Director for TCRPC, made a “Work-In-Progress” presentation on the Master Plan at the 07/25/2022 Town Council meeting. Another Public Input meeting was held on 09/19/2022 to gather additional feedback from residents and stakeholders on the future of the Town. Staff continues to work with TCRPC on finalizing the draft Master Plan. Once complete, the Master Plan will be presented to the Town Council.

Traffic Calming Information

The Town has engaged Kimley-Horn, the Town’s Traffic Engineers, to review our existing Traffic Calming Policy and Guidelines and the process in which citizens and staff make and review traffic calming requests to determine if any changes to these processes are necessary. The engineers held public input workshops in August and September in an effort to gather community feedback on the policy and will consider and possibly incorporate this information into their draft comments. Staff continues to work with the engineers on possible changes or modifications to the policy. Once a final draft is accepted by Town Staff, the policy will be scheduled onto a Town Council agenda for approval.

Potential Code of Ordinance Modifications

In the recent past, Town residents and property owners have expressed concerns with the Palm Beach County Right-of-Way dedication along Lantana Road, as well as concerns with the Town setback requirements for residential homes located along a privately maintained street. Town Staff is currently working with the Town Attorney to draft individual Ordinances to clarify the process and implement possible modifications to the applicable regulations. Potential ordinances will first require a recommendation by the Planning Commission before being scheduled onto a future Town Council agenda.

Exhibit C – Development Services Department’s Ongoing Projects

Ongoing Applicant-Initiated Projects	<ul style="list-style-type: none">▪ Lantana Cabana (Restaurant at the Moorings) – Site Plan, Landscape Plan, Special Exception for a Planned Development.▪ 507 N East Coast Dr – Site Plan, Landscape Plan and Variance for construction of a passive warehouse.▪ 824 W Marbella Variance requests for front, side and rear setbacks.▪ 1300 W Lantana Rd Site Plan and Landscape Plan for construction of a car wash.
Other Ongoing Projects	<ul style="list-style-type: none">▪ Coordination with outside vendors on permit process improvements, including future online permitting capabilities.▪ Participation in the Palm Beach County Housing Action Plan.
Active Special Event Permits	<ul style="list-style-type: none">▪ Palm Beach Arms Collectors, Inc, 301 W Central Blvd.

FINANCE DEPARTMENT

Parking and Boat Trailer Decals

Parking and boat trailer decals are on sale at Town Hall and are good through 09/30/2023. Additional information may be found at <https://www.lantana.org/parkingpermit>.

American Rescue Plan Act (ARPA) Funding Update

The Town received more than \$3.1M in ARPA funds in September 2021 and July 2022, respectively for a total of approximately \$6.3M. The ARPA annual report was submitted to the U.S. Treasury on 04/08/2022.

Staff continues to evaluate and recommend projects to be funded from this source for Council consideration which must be obligated by 12/31/2024, and expended by 12/31/2026. Eligible uses of funds include a wide range of projects that benefit the Town. The FY 2022/23 Adopted Budget includes \$420k in projects funded by ARPA and will be amended during the FY 2022/23 Mid-Year Budget Amendment (March/April 2023) for any additional recently Council-approved projects.

FY 2022/23 Adopted Annual Budget

The budget process began in April 2022. The FY 2022/23 annual budget documents were distributed to departments who submitted their requests back to the Finance Department at the end of April. Meetings were held in mid-May where Management reviewed their requests. Public workshops to discuss the budget were held on 06/13/2022 and 07/12/2022. The draft budget and proposed millage rate were provided and discussed at the first public hearing on 09/12/2022. The FY 2022/23 millage rate of 3.7500 and budget were adopted at the second and final hearing on 09/21/2022. Budget-related documents may be found at <https://www.lantana.org/Accounting>.

Hiring Opportunities

The Town of Lantana is accepting applications for career opportunities. Interested applicants may apply online for positions by visiting our career page at <https://www.lantana.org/jobs>.

Exhibit D – Finance Department’s Monthly Report (December 2022)



Town of Lantana
Finance Department
Monthly Report

Item	December
Number of accounts payable checks issued	178
Amount of accounts payable checks	\$ 1,908,091
Utility bills prepared	3,505
Utility accounts on Auto-Pay	847
Utility accounts opened	46
Town water consumption (in thousands of gallons)	133
Water consumed (net of Town usage in thousands of gallons)	53,441
Water/Wastewater Utility Revenue Billed	\$ 668,142
New employees	3
Separated employees	1
Number of interviews	2
Number of insurance claims managed	13
SysAid tickets completed (I.T.)	50
Security logs reviewed	3,655
Backups performed (computer, server, etc.)	376
Network add/change/deletions	65

GRANTS

Community Development Block Grants (CDBG)

- FY 2021/22 CDBG Grant (Maddock Park – Phase I)

On 09/13/2021, the Town Council approved entering into an agreement with Palm Beach County for the above-referred grant in the amount of \$133k for improvements to Maddock Park – Phase I. The improvements included the installation of grills, picnic tables, exercise equipment and additions to the existing playground.

On 07/25/2022, the Town Council approved awarding a contract to Conengineers Builders LLC in the approximate amount of \$67k to perform the related work which is expected to be completed by 12/31/2022.

- FY 2022/23 CDBG Grant (Maddock Park – Phase II)

On 09/12/2022, the Town Council approved entering into an agreement with Palm Beach County for the above-referred grant in the amount of \$56k for improvements to Maddock Park – Phase II. The improvements will provide the Maddock Park Dog Park with new fencing, benches, waste stations, water fountains and obstacle courses/exercise stations. The next steps of the grant process include; staff bidding out the project and presenting a recommendation for a contract award for the Phase II Improvements at a later date.

2022 Florida Recreational Development Assistance Grant (FRDAP)

The Town worked with our professional grant writer to research, write, prepare and submit two (2) grant applications for the 2023 FRDAP Grant Program. The grant applications pertain to various improvements at Maddock and Bicentennial Parks.

- The Town of Lantana conducted a public meeting on 08/17/2022 to discuss capital improvements to Lantana Bicentennial Park. The sole purpose of this meeting was to discuss a \$200k FRDAP grant application to help finance improvements at the Park.
- The Town of Lantana conduct a public meeting on 08/17/2022 to discuss capital improvements to Maddock Park. The sole purpose of this meeting was to discuss a \$113k FRDAP grant application to help finance improvements at the Park.

Potential Congressional Community Project Funding (CPF)

On 04/12/2022, 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 the meeting, the following occurred:

- 04/14/2022 – the Town submitted a \$1.2M grant application through Congresswoman Lois Frankel's Office for CPF to replace some of the Town's oldest water mains that are made up of asbestos cement.
- 05/19/2022 – the Town received a letter from Congresswoman Lois Frankel's Office confirming they had selected our proposal and were submitting it to the House Committee on Appropriations for inclusion in the 2023 federal budget.
- 05/23/2022 – the Town Council adopted a Resolution supporting the Town's submission of CPF for this project.

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 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.

On 12/24/2022, the Town was notified by Congresswoman Lois Frankel's Office that the Community Project Funding request for \$1.2M for water main replacement was included in the final bill passed by the House and Senate and signed by President Biden. The Town would like to give a special thanks to the Congresswoman for selecting and sponsoring the Town's project and to the Public Services Department for their hard work on preparing the proposal. The Town is excited for this project to move forward and improve our community and we will work with the appropriate federal agency to submit the required documentation in order to receive the funding.

Infrastructure Grant Information

On 02/22/2022 and on 03/22/2022, staff met with our engineers, consultant and a professional grant writer to discuss multiple potential grant funding opportunities to the Town including:

Community Planning Technical Assistance (CPTA) Grants

Stormwater Drainage System and Future Needs Analysis

CPTA Grants assist local governments in implementing various planning projects. On 04/06/2022, 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 \$62k 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)

On 06/14/2022, the Town received formal notification from the Florida Department of Economic Opportunity (FDEO) that confirmed our grant proposal for the Stormwater Drainage System and Future Needs Analysis was selected for funding in the amount up to \$62k. An agreement between the FDEO and the Town was approved by the Town Council at the 10/24/2022 Town Council Meeting and was executed by the FDEO on 12/12/2022.

2023 Resilient Florida Grant Program

Asset Inventory and Ocean Avenue Vulnerability Assessment

On 06/22/2022, Town staff worked in conjunction with our professional grant writer to submit through the Florida Department of Environmental Protection an Asset Inventory and Ocean Ave. Vulnerability Assessment in the amount of \$167k (with no grant match amount) to:

- 1) conduct a Critical Asset Inventory for Lantana (as required by statute); and

- 2) complete a Vulnerability Assessment for the assets owned and managed by the Town located within the Ocean Ave corridor from US-1 to the Municipal Beach, which includes Bicentennial Park, Lyman Kayak Park, Sportsman's Park boat ramps, Lantana Nature Preserve and the Municipal Beach facilities.

At the 07/11/2022 Town Council Meeting, the Town Council adopted Resolution No. R-08-2022, supporting the initiative.

On 09/01/2022, our professional grant writer (with assistance from staff) submitted two (2) other Grant applications under this funding source that included:

- 1) Seawall Hardening – \$900k, with a Town Match of \$900k for a total of \$1.8M.
- 2) Beach Curve Flood Protection – \$711k, with a Town Match of \$711k for a total of \$1.4M.

2023 Rebuild Florida General Infrastructure Grant

Staff is currently working with our professional grant writer to submit two (2) Grant applications under this funding source that may include:

- 1) Water Main Improvements.
- 2) Water Plant Improvements.

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.

LIBRARY DEPARTMENT

Temporary Location

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

Renovation Project Update

At the 05/09/2022 Town Council Meeting, the Town Council approved an agreement with West Construction, Inc. to complete the renovation of the Town Library in an amount not to exceed approximately \$734k (this amount includes a 5% contingency). The renovation project is nearing substantial completion.

On 11/23/2022, a meeting was held at the Library with our architect, mechanical engineer, contractor and Town staff to create a punch list that was submitted to the contractor on 11/30/2022. The punch list needs to be completed by 12/31/2022.

Recently completed:

- Interior/exterior paint has been completed, (touch-ups will occur at project completion).
- Landscape and irrigation have been completed, (minor adjustments are necessary).
- Interior window tint has been removed and replaced.
- Parking lot has been repaved and striped.
- Removal of construction fence.
- Exterior lighting fixtures along the inside of the columns have been replaced.
- Ceiling tile installation.
- Garden Area Fence and Bridal Veil tree installation.

To be completed:

- Interior finishes (i.e., fixtures, signage and millwork).
- Punch list to be reinspected.

In process:

The installation of the book shelving began on 01/23/2023 and is expected to be completed on 01/26/2023.

The new furniture is expected to arrive in the beginning of February 2023.

Closures

The Library will close on 01/27/2023 to begin the move back to the newly renovated building at 205 W. Ocean Ave. to allow for the:

- Organization of the books, technology, supplies and archives.
- Time needed by IT to set-up the computers and network.

Ribbon Cutting and Grand Opening Ceremonies/Events

A Ribbon Cutting Ceremony is tentatively scheduled for 02/22/2023 at 11:00 a.m. There will be food trucks, a bounce house, activities and more! We also have a grand opening family celebration scheduled for 03/11/2023 at 11:00 a.m. We hope to see you at both events and welcome you to the new Library.

POLICE DEPARTMENT

Police Department's Ongoing Projects and Current Trends

- Selective Traffic Enforcement Program (STEP) continues in various areas throughout Town to address traffic violators.
- Staff is currently working with Flock Safety to determine installation dates for townwide License Plate Reader cameras.
- Staff is currently working with AXON to determine installation and training dates for in car License Plate Reader cameras
- Staff is working with Stellar Communications to install bi directional antennas inside the police department to enhance radio communications.
- Members of the police department and the Explorers distributed Christmas gifts to the children in our community throughout the holiday season.
- Received Town Council approval to purchase two (2) vehicles during the 01/09/2023 Town Council meeting.

Uniform Crime Report (UCR) compiled by the Florida Department of Law Enforcement (2021 Statistics)

- Crime in Florida is down for the 50th straight year.
- Total crime dropped 8.3% which is equivalent to 38,524 fewer reported crimes across the state.
- Lantana Police Department crime dropped 19.9%.
- Palm Beach County crime dropped 10.2%.
- Palm Beach County had a clearance rate 21%.
- Lantana Police Department had a clearance rate 24.4%.

Traffic Enforcement on W. Pine St.

The Police Chief recently responded to a resident's concern regarding speeding on W. Pine St. by placing the portable speed trailer within the vicinity in an attempt to bring additional awareness to those exceeding the speed limit there.

In addition, he indicated to the resident that staff was working with the Town’s traffic engineer to finalize the proposed Traffic Calming Policy in order to more efficiently address traffic related concerns throughout the entire Town. This policy will be brought to the Town Council at a later date and be considered for adoption.

Exhibit E – Police Department’s Capital Projects included in FY 2022/23 Adopted/Amended Budget

Project	Funding Year	Start Date	Estimated Completion	Comments
Purchase and installation of an in-car camera recording system	FY 2022/23	October 2022	TBD	Council Approved 12/12/2022.
License plate recognition cameras	FY 2022/23	October 2022	TBD	Council Approved 12/12/2022.
Bi-Directional Antennas inside Police Department Facility	FY 2022/23	October 2022	TBD	Council Approved 12/12/2022.
One (1) utility vehicle and related equipment for road patrol	FY 2022/23	October 2022	TBD	Awaiting new pricing.
One (1) cargo style van and related equipment for Community Service Aide and Crime Scene Technician	FY 2022/23	October 2022	TBD	Council Approved 12/12/2022.
One (1) unmarked detective vehicle with related equipment	FY 2022/23	October 2022	TBD	Council Approved 12/12/2022.

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FIRE RESCUE DEPARTMENT

Exhibit F – Fire Rescue Department’s Municipal Call Type Report Chart



Palm Beach County Fire Rescue
Lantana - # of Calls by Type
20221201 to 20221231

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	189
Vehicle Accidents:	24
Alarms:	22
Assists\Investigations:	8
Fires:	4
Hazardous Situations:	3
Total number of Events:	250



Note: Fire Rescue Services (Fire Station #37) are provided through a 10-year interlocal agreement with Palm Beach County that expires on 12/31/2027



Palm Beach County Fire Rescue Car Seat Check Locations

Scan QR Code to schedule an appointment, or
visit our Car Seat Scheduler online at www.pbcfr.org



USE CAMERA & SCAN

North County

1st Wednesday Every Month



Station 16

3550 S. Military Trail,
Jupiter 33458

South County

3rd Wednesday Every Month



Station 57

9030 Vista Del Lago,
Boca Raton 33428



East County

2nd Wednesday Every Month



Station 37

496 Greynolds Circle,
Lantana 33462

West County

4th Wednesday Every Month



Station 28

1040 Royal Palm Beach Blvd,
Royal Palm Beach 33411

**Palm Beach County offices are closed on observed holidays. The car seat check schedule will be adjusted accordingly during those weeks.*



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