

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



November 2022

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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NOVEMBER 2022**

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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/>

2022 HURRICANE SEASON PREPAREDNESS

Hurricane season officially began on 06/01/2022 and will end on 11/30/2022. Please make sure you are prepared and visit [Public Safety - Emergency Management Hurricane \(pbcgov.org\)](http://pbcgov.org) for an official hurricane guide from the Palm Beach County Emergency Information Center (available in English, Spanish and Creole).

NEWS RELEASES

Hurricane Nicole Update

On 11/09/2022 a hurricane warning was in effect for coastal Palm Beach County (from Deerfield Beach to Jupiter). Tropical storm conditions began in this area and hurricane conditions were present until the morning of November 10th. In addition, the Town was impacted by the storm surge and the high tide that accompanied the storm 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 the most prone to flooding. They removed debris from the storm drains and streets and were available to contact the appropriate agency or contractor if conditions worsened or if our local resources were to become overwhelmed. In addition, residents were able to contact our Public Services Department throughout the storm at (561) 540-5750, during regular business hours (8:30 a.m. to 4:30 p.m.) to report any fallen debris or roadway blockage issues.

Effective 11/07/2022, Palm Beach County and the Town of Lantana declared their respective State of Local Emergency orders, which were in effect through 11/14/2022.

- Lantana Municipal Beach Damage
Both of the staircases that provide beach access were destroyed during Hurricane Nicole. At the time this report was being finalized, the Town's contractor was in the process of constructing a staircase that would provide temporary access to the beach until more permanent solutions can be constructed.
- Seawall Update
During the storm, sand along a portion of the south side of our seawall was washed out. Our engineer and staff reviewed the damage together on 11/18/2022 and our engineer is expected to have a full assessment of that portion of the seawall along with a suggested course of action to remedy the situation in relatively short order.

- [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 late next year (2023) 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. Thank you for your patience and understanding throughout this process!

[King Tides](#)

A king tide is an unusually high spring tide, especially the perigean spring tides which occur three (3) or four (4) times a year. This year, the king tides are higher-than-usual tides which typically occur in Florida in the fall, and which can produce local “sunny day” flooding, or flooding which occurs even though there is no rain. For more information and dates, please visit the Palm Beach County Office of Resilience website at:

<https://discover.pbcgov.org/resilience/pages/king-tides.aspx#:~:text=%E2%80%8Bin%202022%2C%20coastal%20Palm,occur%20outside%20of%20these%20dates>

[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 six (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/landscaping-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

Mayor Robert Hagerty's Resignation

Former Mayor Robert Hagerty resigned effective 10/10/2022, leaving a vacancy for the position until the Town elects his successor in March 2023. The successor elected will serve the remaining portion of the former Mayor's three (3) year term. There will be 12 months remaining of the Mayor's term in March. In the meantime, Vice Mayor Karen Lythgoe shall serve as the Mayor per the Town Charter and the discussion at the Town Council Workshop Meeting on 09/27/2022. We wish former Mayor Robert Hagerty all the best and sincerely thank him for his years of service to the Town!

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). The qualification period for the 03/14/2023 election began at noon on Monday, 11/14/2022 and ended at 4:30 p.m. on Friday, 11/18/2022.

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>

Schedule of Future Events/Important Dates

- 11/24-25/2022 – Town Hall Closed – Thanksgiving Weekend
- 11/29/2022 – Special Town Council Meeting, Town Hall Council Chambers, 5:30 p.m.
- 12/09/2022 – Winterfest Lantana Event, Town Hall, 6:00 p.m. – 8:00 p.m.
- 12/12/2022 – Town Council Workshop Meeting, Town Hall Council Chambers, 5:30 p.m.
- 12/12/2022 – 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 at large 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 bid closed on 07/30/2022 and was awarded to Ferreira Construction Southern Division Co., the lowest responsive bidder 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 270 days from when the Notice to Proceed is issued.

Hypoluxo Island Drainage Information

- 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 in reference to portions of Hypoluxo Island. 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 the month of August, 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 engineers preparing the drainage study referenced above 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 has been scheduled for 12/12/2022 @ 5:30 p.m. to discuss the engineer's preliminary findings.
 - Once this process is complete, the report will be finalized and the next steps will be determined.

Automated External Defibrillators (AEDs) Update

In January 2022, the Town placed an order for state-of-the-art AEDs to be placed in every Town facility which were delivered on 09/27/2022. On 11/03/2022, our equipment vendor and Palm Beach County Fire Rescue provided voluntary training on the use of the equipment to interested employees in our Council Chambers. All of the AEDs were installed throughout Town facilities by 11/16/2022. Staff is in the process of following up with both our equipment vendor and Palm Beach County Fire Rescue to secure CPR training for interested employees at a later date.

Enjoy Lantana! Events

Winterfest will be on 12/09/2022 from 6:00 p.m. to 8:00 p.m.

Street Lights on Euclid Blvd.

Staff has reported the street light outages to FPL; however, they are very busy with restoration efforts on the west coast so there may be a delay in responding to our concerns. Please be patient and safe.

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.

A meeting has been scheduled for 12/08/2022 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.

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 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.

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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	Contract awarded awaiting submittals from contractor.
Lift Station Rehabilitation (6, 16 & 18)	FY 2020/21 (rolled over to FY 2021/22)	Not Determined	Not Determined	Contract awarded & underway. Submittals approved awaiting equipment delivery.
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.
WTP Filter Media Replacement & Improvements	FY 2020/21 (rolled over to FY 2021/22)	June 2021	TBD	Preparing bid documents.
Water Main Replacement Under FEC @ Pine St	FY 2020/21 (rolled over to FY 2021/22)	Not Determined	Not Determined	Bid opened 10/11/2022 & evaluation is underway. Going to Town Council for approval 12/12/22.
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 recommended drainage system improvements being evaluated in order to finalize the study. Workshop planned for 12/12/2022 @ 5:30 p.m.
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	Notice to Proceed 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 in the amount of \$62k approved by Town Council on 10/24/2022.
Milling & Paving Townwide	FY 2021/22	November 2022 (estimate)	TBD	Contract for repaving Sterns St & the Right Turn Lane of Andrew Redding Rd @ the intersection of W Lantana Rd approved by Town Council on 09/12/2022.
Beach Rails Phase II	FY 2021/22	Not Determined	Not Determined	Project deferred until FY 2022/23.
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 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	1 st Week of 2023	Underway.
Replace 2000 F-250 (Roads & Grounds)	FY 2022/23	October 2022	Summer 2023	Approved for purchase by Town Council on 11/14/2022.
Additional Funds to Replace 2008 International 430C (Grapple Truck)	FY 2022/23	October 2022	Summer 2023	Awaiting new pricing.
Replace 2003 Ford F-250 (Roads & Grounds)	FY 2022/23	October 2022	Summer 2023	Approved for purchase by Town Council on 11/14/2022.
Replace 2007 F-150 (Roads & Grounds)	FY 2022/23	October 2022	Summer 2023	Approved for purchase by Town Council on 11/14/2022.
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.
Replace Bus Shelters	FY 2022/23	October 2022	02/2023	PO submitted.
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	Awaiting CSA for Design.
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.
Town Paving	FY 2022/23	TBD	TBD	Approved 11/14/2022.

DEVELOPMENT SERVICES DEPARTMENT

Water Tower Commons Project Update

The Town has issued building permits for Wawa and Chick-fil-a and Chick-fil-a has commenced construction. Town Council recently approved an amendment to the previously approved 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 currently working with an artist to install 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. TCRPC is continuing to finalize the Town’s Master Plan and Market Study and is expected to have a draft report available for staff’s review by the end of November 2022.

Traffic Calming Information

- On 03/15/2022, 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. Town Staff in conjunction with our contracted Traffic Engineers identified speed cushion locations for the neighborhood which have now been installed.
- On 04/07/2022, 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. On 05/24/2022, the Administration provided information regarding our analysis and additional general traffic calming information via email to the resident that had requested the meeting. The Town will continue to review and monitor the area to see what type of traffic calming measure(s) may be utilized in the future, if deemed necessary.
- The Town recently 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.

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▪ 308 N. Dixie Hwy. – Site Plan, Landscape Plan and Variances for a retail building▪ 507 N. East Coast Dr. – Site Plan, Landscape Plan and Variance for construction of a passive warehouse
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 now 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 as the first tranche of ARPA funds in late September 2021. The second and final tranche in the same amount was received late July 2022 for a total of approximately \$6.3M. Staff will evaluate the next course of action and how to best utilize these funds 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 ARPA annual report was submitted to the U.S. Treasury on 04/08/2022. The FY 2022/23 Adopted Budget includes \$420k in projects funded by ARPA.

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. 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 (October 2022)



Town of Lantana
Finance Department
Monthly Report

<u>Item</u>	<u>October</u>
Number of accounts payable checks issued	171
Amount of accounts payable checks	\$ 1,886,074
Utility bills prepared	3,544
Utility accounts on Auto-Pay	867
Utility accounts opened	35
Town water consumption (in thousands of gallons)	5,957
Water consumed (net of Town usage in thousands of gallons)	52,570
Water/Wastewater Utility Revenue Billed	\$ 648,627
New employees	4
Separated employees	3
Number of interviews	1
Number of insurance claims managed	20
SysAid tickets completed (I.T.)	54
Security logs reviewed	4,674
Backups performed (computer, server, etc.)	397
Network add/change/deletions	93

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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 has recently 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.

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 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 State of Florida, Department of Economic Opportunity and the Town will be presented to the Town Council at the 10/24/2022 Town Council Meeting for their consideration.

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 Avenue 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 Avenue 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). As of 11/22/2022, this renovation project is nearing substantial completion.

There is a meeting scheduled in the morning on 11/23/2022 with our architect, mechanical engineer, contractor and Town staff to create the punch list that will need to be completed prior to closeout.

Recently completed:

- Interior/exterior paint has been completed, (touch-ups will occur at project completion)
- Air conditioning system has been installed and is fully operational
- 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

Currently in process (as of 11/22/2022):

- Roof work is being finalized
- Ceiling tile installation
- Garden Area Fence

To be completed:

- Carpet/flooring in isolated areas
- Interior finishes (i.e., fixtures, signage and millwork)
- Punch list following 11/22/2022 meeting

Although construction is currently anticipated to be completed at the end of November 2022, this timeframe may need to be adjusted due to circumstances beyond the contractor's control. The Town and contractor will work in a collaborative spirit to extend any necessary deadlines as a result of such delays. All of the interior shelving and furniture has been ordered and staff is coordinating with the respective vendors to expedite the delivery of both. Tentative plans for a Grand Opening (February 2023) are underway. The exact date for this event has yet to be determined and is subject to the delivery and installation of the items referenced above.

During the 10/24/2022 Council meeting, a resident raised concerns about the possibility of dangerous plants/shrubs existing just outside of the Library's Garden Area. The plants/shrubs in question were removed in a timely manner by our Public Services Department.

Radio Frequency Identification (RFID) Grant Update

The library has recently completed tagging all books and assets in the library with RFID security. Each book was pulled off of the shelf, inspected for mold, mildew, bugs or other damage, along with its accuracy. The RFID tags were added to the back cover of each book and all of our new technology. These tags are passive – meaning there is no internal battery to project a signal and instead, the tags need to come in close proximity with the reader (our security gates and check-out stations). Not only did this process give us an accurate inventory of our collection for the first time, but this will allow for a smooth transition to the newly renovated Library when the shelving is installed and give patrons the ability to use a new self-check station. Future possibilities for RFID include book cabinets or lockers installed in lobbies of other public buildings or in spaces such as the Carlisle – a patron could scan their card and it would unlock for book selection.

LABtana Grant Update

The library is in the process of purchasing a GlowForge laser cutter for our LABtana space. The GlowForge uses a carbon dioxide laser to cut and engrave a wide variety of materials, ranging from paper and wood to titanium and marble. It can automatically convert designs uploaded through its user-friendly Education Bundle software to produce highly detailed engravings and precision cuts.

Patrons don't need prior experience with laser cutting technology or design to begin experimenting and incorporating the GlowForge into academic projects, entrepreneurial prototypes and personal pursuits.

Read for the Record

The Library hosted a Storytime followed by an activity, cupcakes, and a stay-and-play session on 10/27/2022 at 11:00 a.m. for the annual Read for the Record Challenge. This year's book was "Nigel and the Moon." The event was held at the Recreation Center at 418 S. Dixie Hwy. Staff also recorded a live reading of Vice Mayor Lythgoe reading the book at the Library and posted it on social media on Read for the Record Day. In addition, they partnered with the Administration Department and sent volunteer readers to two (2) local schools that read to multiple classrooms.

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.
- All sworn officers are currently completing driving training at Palm Beach State College.
- Members of the Marine Patrol unit partnered with the City of Boynton Beach to assist in the holiday boat parade event on 12/09/2022.
- Members of the Police Department and the Explorers/Cadets have recently assisted in Town of Lantana Community functions (i.e., Haunted Nature Preserve).
- Members of the Police Department have been and are being deployed to Sanibel Island to assist in Hurricane Ian Relief Efforts.

Traffic Enforcement on Ridge Rd.

At the 10/24/2022 Town Council Meeting, a few residents expressed concerns regarding speeding vehicles on Ridge Rd. As a result, Detective Gibson deployed the speed trailer in the 800 block of Ridge Rd. and conducted traffic enforcement within the vicinity as well.

Traffic Enforcement on N. Atlantic Dr.

The Police Chief recently responded to a resident's concern regarding speeding on N. Atlantic Dr. that Town staff is currently working with our traffic engineer to review and provide revisions to the Town of Lantana Traffic Calming Policy to more efficiently address traffic related concerns throughout the entire Town.

In addition, he informed the resident that during the past two (2) years, police presence has increased on Hypoluxo Island with a dedicated officer assigned just to Hypoluxo Island. One of the main concerns expressed by the residents was that roadway parking impeded traffic flow. Since then, numerous parking citations have been issued to violators (i.e., landscapers, contractors and residents).

The portable speed trailer was recently placed on N. Atlantic Dr. in an attempt to bring additional awareness to those exceeding the speed limit there.

Exhibit E – Police Department's Capital Projects included in FY 2022/23 Adopted 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	Seeking Council Approval 12/12/2022
License plate recognition cameras	FY 2022/23	October 2022	TBD	Seeking Council Approval 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	Awaiting new pricing.
One (1) unmarked detective vehicle with related equipment	FY 2022/23	October 2022	TBD	Awaiting new pricing.

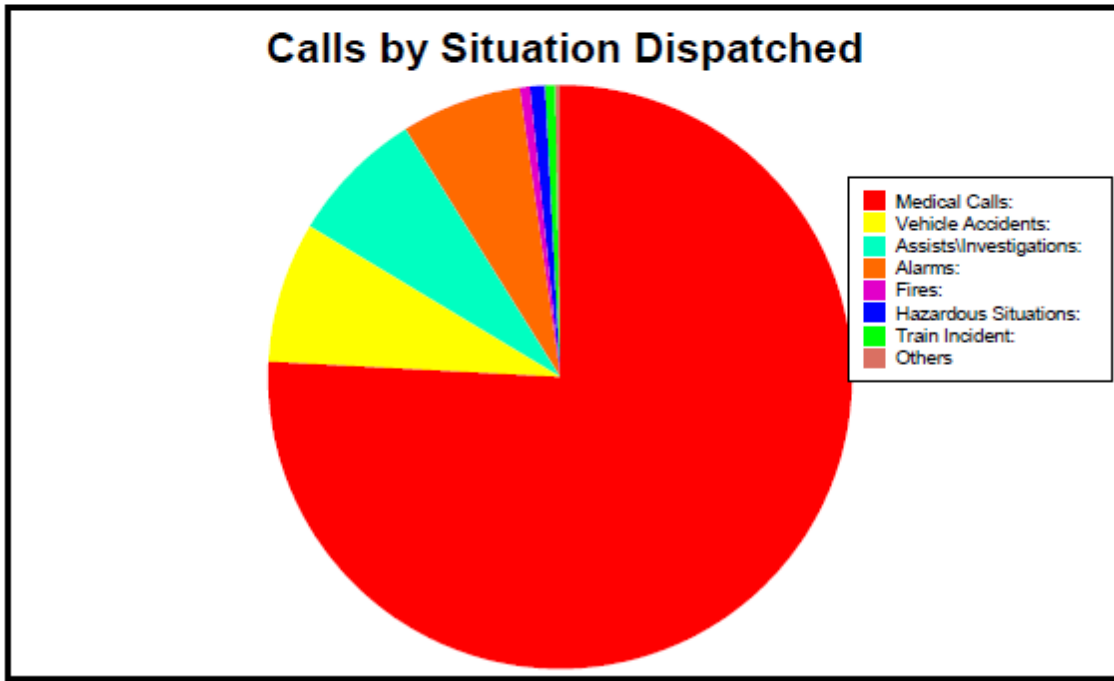
FIRE RESCUE DEPARTMENT

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



Palm Beach County Fire Rescue
Lantana - # of Calls by Type
20221001 to 20221031

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	195
Vehicle Accidents:	20
Assists\Investigations:	19
Alarms:	17
Fires:	2
Hazardous Situations:	2
Train Incident:	1
Others	1
Total number of Events:	257



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
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Lantana, FL 33462
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