

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



September 2022

TOWN OF LANTANA

TOWN MANAGER'S REPORT



TOWN COUNCIL

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

TOWN MANAGER'S OFFICE

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

TOWN ATTORNEY

Lohman Law Group, P.A.

DEPARTMENT DIRECTORS

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

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SEPTEMBER 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 is here and began on June 1, 2022. Please make sure you are prepared and visit [Public Safety - Emergency Management Hurricane \(pbcgov.org\)](https://www.pbcgov.org/public-safety-emergency-management-hurricane) for an official hurricane guide from the Palm Beach County Emergency Information Center (available in English, Spanish and Creole).

NEWS RELEASES

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>

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.

Dune Restoration Project Delayed due to Current Unfavorable Conditions

There was insufficient dry beach width at Lantana's Municipal Beach in order to conduct the Dune Restoration Project during the originally planned construction season. The Town of Palm Beach and their consultant will continue to monitor the shoreline conditions with the anticipation of returning in November 2022, following sea turtle nesting season. If at that time the proper conditions exist, dune sand will be placed in both the Towns of Lantana and South Palm Beach, as planned. The sand that will be used for this construction effort will remain in place on the beaches south of Phipps Ocean Park in Palm Beach. The Town of Lantana continues to partner with both the Towns of Palm Beach and

South Palm Beach in an effort to promote healthy beach and dune systems along the entirety of Palm Beach Island.

Consideration of the First Amendment to the related 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 which will extend the term of the project through February 28, 2023 is expected to be brought forward for Council consideration in October 2022. Thank you for your patience and understanding throughout this process!

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

School Supply Drive

On September 12, 2022, the Greater Lantana School Community Education Council held a school supply distribution event in the Town Hall Council Chambers. All four (4) Lantana community school principals attended the event and received classroom supplies including; pencils, pens, composition notebooks, highlighters, erasers, copy paper, glue sticks, scissors, headphones and backpacks.

Thank you to everyone who donated to the School Supply Drive! And a special thank you to Lantana Fitness, the Old Key Lime House and the Greater Lantana Chamber of Commerce for donating the much-needed supplies and allowing us to use your lobbies as collection centers. Your contributions support the students and teachers at Lantana Elementary, Lantana Middle School, and Palm Beach Maritime Academy's Upper and Lower Schools throughout the school year.

Municipal Election Information

The Town's next municipal election will be on **Tuesday, March 14, 2023**, to elect candidates for the Office of Councilmember Group 3 and 4 (three-year terms). Please contact Town Clerk Kathleen Dominguez at (561) 540-5016, or kdominguez@lantana.org, for qualifying information. Interested candidates must make an appointment with the Town Clerk to receive qualifying materials and information. Please visit <https://www.lantana.org/town-elections> for more information. **Important Dates:** The qualification period for the March 14, 2023 election begins at noon on Monday, November 14, 2022 and ends at 4:30 p.m. on Friday, November 18, 2022.

November 8, 2022 – General Election Information

Due to redistricting, Palm Beach County precincts, voting districts and polling locations have been reassigned. New Voter ID Cards were mailed to registered voters listing their new precinct, voting district and polling location.

Town of Lantana Precincts and Polling Locations:

On Election Day, you must vote in the polling location assigned to your precinct. Your Voter Information Card will list your precinct and your polling location. The polling places are open from 7:00 a.m. until 7:00 p.m. The new precinct numbers and assigned polling locations for Lantana are listed below:

- Precincts 3801, 3802 and 3805: Lantana Recreation Center, 418 S. Dixie Hwy.
- Precinct 3803: Maddock Park, 1200 W. Drew St.
- Precinct 3804: Lantana Town Hall, 500 Greynolds Cir.

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 (November 8, 2022). Therefore, voters who wish to receive a Vote-by-Mail ballot for the 2023 through 2024 elections (including the municipal election) will be required to submit a new mail ballot request **after** November 8, 2022.

Schedule of Future Events/Important Dates

- September 21, 2022 – Second and Final Public Budget Hearing, Town Hall Council Chambers at 5:30 p.m.
- September 22, 2022, Traffic Calming Community Involvement Meeting, Town Hall Council Chambers, 6:00 – 7:00 p.m. (to discuss the Town’s current Traffic Calming Policy and receive feedback from residents on improvements)
- September 26, 2022, NO TOWN COUNCIL MEETING – Rosh Hashana Holiday
- October 10, 2022, NO TOWN COUNCIL MEETING – Sukkot Holiday
- October 24, 2022, Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.

OPERATIONS DEPARTMENT

2021 Annual Drinking Water Quality Report

Each year, the Town prepares its Annual Drinking Water Quality Report (Report), that is designed to inform our customers about the water quality and services that we deliver to you every day. One of the Town’s highest priorities is to always provide a safe and dependable supply of drinking water and this Report is utilized to communicate to our customers how that goal is achieved.

In accordance with Federal and State laws, rules and regulations and the Palm Beach County Health Department, the Town routinely monitors its drinking water for contaminants which may be present. The Report presents the results of the monitoring process and their meaning for the period January 1 – December 31, 2021, unless otherwise indicated. The report was made available on the Town’s website at www.lantana.org/annual-water-quality-report on July 1, 2022. A separate letter that provided additional related information was mailed to the Town’s utility billing customers in early June 2022.

As outlined in the July 2021 Report, the Town had nine (9) Copper samples that exceeded the maximum contaminant (MCL) level of 1.3 milligrams per liter and three (3) Lead samples that exceeded the maximum contaminant level of 0 milligrams per liter. As a result of these findings and in an effort to better meet the standards established by the Florida Department of Environmental Protection (FDEP), the Town made a small adjustment to the corrosion control inhibitor (zinc orthophosphate) in 2022. Those standards allow the Town to have up to four (4) samples exceed the MCL for Copper and Lead, respectively based on our sample size. In a recent comparative sample size in 2022, the Town had one (1) and zero (0) samples that exceeded the allowable MCL for Copper and Lead, respectively.

If you have any concerns regarding the color and/or quality of your drinking water, please contact the Water Plant at (561) 540-5760 between the hours of 7:00 a.m. and 4:00 p.m.

Sea Pines Neighborhood Information

The Operation's 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 July 30, 2022 and was awarded to Ferreira Construction Southern Division Co., the lowest responsive bidder at the September 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 Stormwater Information

The entire Town-owned and operated stormwater infrastructure on Hypoluxo Island was cleaned during the month of August and was determined to be operating as designed.

Equipment Update

- In January 2022, the Town placed an order for state-of-the-art Automated External Defibrillators (AEDs) to be placed in every Town facility. The devices were expected to be delivered in mid-July 2022, but due to supply chain related issues, the new delivery date is now October 2022. Once the equipment is received, we will coordinate with the vendor and Palm Beach County Fire Rescue for equipment and CPR training, respectively for staff.

Enjoy Lantana! Events

- The Town held the "Lantana International Coastal Cleanup" event on Saturday, September 17, 2022, beginning at 8:30 a.m. at Lantana Beach. The Town teamed up with the Palm Beach County "Keep Palm Beach County Beautiful" organization to help provide supplies for the event. 43 volunteers walked the beach and park area, picking up trash consisting of plastic bottles, foam pieces, plastic pieces, cigarette butts, bottle caps, rope, food wrappers and much more. At the end of the event, all the collected trash was weighed for a total of 89 lbs., resulting in a very rewarding day for all who participated. The Town is looking forward to continuing annual cleanup events around the community and thanks everyone for participating in this successful cleanup event!



- The Haunted Nature Preserve will be held on October 28, 2022 from 6:30 p.m. to 9:00 p.m. at 400 E Ocean Ave.

Railway Information

On March 17, 2022, at the request of Brightline, the Town sent a letter of support to the Honorable Pete Buttigieg of the U.S. Department of Transportation that expressed the Town's strong support for the Florida East Coast Corridor Trespassing and Intrusion Mitigation Project. It is our understanding that this RAISE grant would make available nearly \$45M in funds from the Florida Department of Transportation (FDOT) and Brightline. These funds would be utilized for safety enhancements along the corridor that services our community, residents and visitors.

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

On July 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 January 1, 2023 at an estimated cost of approximately \$214,000 which the Town will be responsible for.

On August 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 September 9, 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.

Pelican Lane Drainage Concerns

On August 24, 2022, staff met with residents to listen to their concerns regarding drainage 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.

Operations Department's Ongoing Projects

Title	Funding Yr	Start	Est Completion	Comments
WTP High Service Pumps Replacement	FY 2020/21 (rollover to FY 2021/22)	Aug 2021	April 2023	Underway, electrical components for switch gear are being installed.
E Lantana Rd Improvements	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	Contract awarded awaiting scheduling with contractor.

Lift Station Rehabilitation (6,16,18)	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	Contract awarded, awaiting scheduling with contractor.
Sea Pines Stormwater Pump Station	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	Town Council awarded contract on 09/12/2022. Contract documents are being prepared. Notice to Proceed will be issued shortly.
WTP Filter Media Replacement & Improvements	FY 2020/21 (rollover to FY 2021/22)	Jun 2021	TBD	TBD. Additional scope of work has been identified and as a result \$1.2M has been included in the Proposed FY 2022/23 Budget.
Water Main Replacement Under FEC @ Pine St	FY 2020/21 (rollover to FY 2021/22)	Not Determined	Not Determined	Project advertised 09/11/2022. Bid closes 10/11/2022.
ADA Ramp Re-Bid	FY 2021/22	Not Determined	Not Determined	Insurance claim has been settled, Ramp Design will be determined upon completion of the Dune Restoration Project.
SE Atlantic Dr., Beach Curve Rd., Barefoot Lane, Lagoon Lane, N. Atlantic Drainage Improvements	Included in FY 2021/22 year-end budget amendment	Not Determined	Not Determined	CSA with Baxter & Woodman approved 03/14/2022 to study and design drainage improvements on Hypoluxo Island. Study underway.

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)	Grant 2021/22	FY	July 2022	June 2023	Project Contractor approved by Town Council on 07/25/2022.
Maddock Park CDBG (Phase II)	Grant 2022/23	FY	Not Determined	Not Determined	CDBG Agreement approved by Town Council on 09/12/2022
Milling & Paving Townwide	FY 2021/22		Est Nov 2021	TBD	Contract for repaving Sterns St and the Right Turn Lane of Andrew Redding Rd at 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	FY2021/22		TBD	TBD	Contract awarded, project underway.

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 July 25, 2022 Town Council meeting. Another Public Input meeting was held on September 19, 2022 to gather additional feedback from residents and stakeholders on the future of the Town. TCRPC is continuing to finalize the Master Plan and Market Study for the Town and is expected to have a draft report available for staff’s review in November 2022.

Traffic Calming on W Pine St and W Ocean Ave

On March 15, 2022, residents gathered for a Citizen Meeting to discuss traffic calming along W Pine St and W Ocean Ave. Residents discussed desired locations and ideas for improving conditions for pedestrians and non-motorized vehicles in the neighborhood. Town Staff in conjunction with our contracted Traffic Engineers identified speed cushion locations for the neighborhood which are in process of being installed as of the writing of this report.

Traffic Calming in Pinewood St Area

On April 7, 2022, the Administration met with residents from the Pinewood St Area to address traffic and safety concerns that they had. As a result of that meeting, the Police Department conducted traffic enforcement on W Pine St, however no major concerns were observed. On May 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.

Traffic Calming Policy Update

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 see if any changes to these processes are necessary. Kimley-Horn held public input workshops in August and September in an effort to gather community feedback on the policy. Kimley-Horn will incorporate comments from the workshops and outreach to recommend changes to the existing policy.

Dixie Highway Parking

At the June 13, 2022, Town Council Meeting, several residents raised their concerns about the potential issues caused by the parking of cars near the intersection of Dixie Highway and Lakeview Avenue. Although this issue had been previously reviewed by FDOT, staff had reached out to them again to see what options existed (including the removal of the parking spaces) at that location to improve visibility while pulling out of Lakeview Avenue onto Dixie Highway.

On July 5, 2022, FDOT responded to the Town stating that the existing parking spaces met current FDOT standards and that a pattern of crashes associated with the on-street parking did not exist. They believed the problem was the result of cars parking illegally in the striped area. As a result of this analysis, the following actions have been taken:

- June 2, 2022, FDOT installed a "No Parking" sign in the striped area to facilitate traffic enforcement.
- July 13, 2022, the Town Manager followed up with the residents' representative to let them know of FDOT's response.
 - In addition, the representative had indicated that the current situation was better due to recent Code Enforcement activity in the vicinity.
 - The Police Department is closely monitoring this area and will strictly enforce the parking restrictions.
- July 14, 2022, the Town sent letters to both the property owners as well as the business operators making them aware of the situation and asking them to assist the Town in ensuring that vehicles are parked within the designated on-street parking spaces and to call the Lantana Police Department if they see vehicles illegally parked.
- The Town will continue to closely monitor the area for unsafe conditions.

Hypoluxo Island (South) – No Left Turn Sign at the Intersection of S and SE Atlantic Drives

Background

In April of 2016 in response to resident requests, the Town contracted with Calvin, Giordano & Associates, Inc. (consultants), to determine if a four-way stop sign was warranted at the intersection of South Atlantic Drive and Lands End Road. The final report from July 2016, included the following excerpt:

Conclusion and Recommendations

Calvin, Giordano and Associates Inc. were retained by the Town of Lantana to evaluate the possibility of converting the intersection of South Atlantic Drive and Lands End Road from a one-way Stop condition to an all-way Stop condition. The study intersection was evaluated using procedures from Chapter 2B of the latest version of the Manual on Uniform Traffic Control Devices (MUTCD). Traffic volume data and crash data was collected for the study intersection. A review of the collected data revealed that the intersection does not meet the minimum volume or crash frequency threshold required by the MUTCD for the installation of a Multi-Way Stop. Based on the results of the analysis, a Multi-Way Stop at the intersection of South Atlantic Drive and Lands End Road is not recommended at this time. It is recommended that a form of traffic calming feature be placed on South Atlantic Drive in advance of the intersection with Southeast Atlantic Drive. **It is also recommended that a no left turn sign (R3-2) be installed at the intersection of South Atlantic Drive and Southeast Atlantic Drive.**

Response

At the August 8, 2016 Town Council Meeting, the report was presented to the Town Council for their consideration and voted in favor (4-0) to direct staff to implement the recommendations outlined above. In accordance with the recommendations made by our consultants and the direction provided by the Town Council (at that time), the Town is not currently considering removing the no left turn sign at the intersection of S and SE Atlantic Drives. The Town will continue to monitor traffic conditions in and around this intersection (as it does routinely throughout Town) to determine if future revisions may be necessary.

Business Tax Receipts

The renewal period is now open for FY 2022/23 business tax receipts at the Development Services Department. Any business or rental property operating in the Town should pay their business tax receipt for the upcoming fiscal year (October 1, 2022-September 30, 2023) by the September 30, 2022 deadline to be in compliance. Payments can be made at the Development Services Department or by mailing a check made payable to "Town of Lantana" at 504 Greynolds Circle for the specified amount.

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• 1300 S Dixie Hwy- Minor Modification to a previously approved Site Plan
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• O-7-2022 updating Sec. 23-46 of the Town Code
Active Special Event Permits	<ul style="list-style-type: none">• Food Truck at Sports Park (through September 2022)

FINANCE DEPARTMENT

Parking and Boat Trailer Decals

Parking and boat trailer decals are now on sale at Town Hall and are good through September 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 December 31, 2024 and expended by December 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 April 8, 2022.

FY 2021/22 Annual Budget

The FY 2021/22 annual public budget hearings were held on September 13, 2021 and September 23, 2021. The Annual Budget was adopted by Resolution on September 23, 2021. The FY 2021/22 Annual Budget was amended through the mid-year and year-end budget amendments at the April 11, 2022 and September 12, 2022 Town Council meetings, respectively.

FY 2022/23 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. The first and second budget workshops were held at 5:30 p.m. on June 13, 2022 and July 12, 2022, respectively. The draft budget was provided to the Town Council (<https://www.lantana.org/Accounting>) who approved the proposed millage rate of 3.75 and set the date and time of the first public budget hearing to be held Monday, September 12, 2022 at 5:30 p.m. The second and final hearing is scheduled for Wednesday, September 21, 2022 at 5:30 p.m.

Town Council Visioning Session

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

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

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

Town Council Workshops

On May 27, 2022, the Town Council held a Workshop which was publicly noticed and open to the public. In attendance were all elected officials, Town Manager, Town Attorney, Town Clerk, other staff and members of the public. At the Workshop, the Development Services Director made a presentation pertaining to the Land Development Regulations and the status of downtown vacant properties.

On June 10, 2022, the Town Council held a Workshop which was publicly noticed and open to the public. In attendance were all elected officials, Town Manager, Town Attorney, Town Clerk, other staff and members of the public. At the Workshop, the Development Services Director made a presentation pertaining to the vacant Kmart parcel located at 1201 S Dixie Hwy.

No formal action was taken at either of the meetings referenced above, as they were Workshops.

Hiring Opportunities

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

Finance Department's Monthly Report (August 2022)



Town of Lantana
Finance Department
Monthly Report

<u>Item</u>	<u>August</u>
Number of accounts payable checks issued	130
Amount of accounts payable checks	\$ 576,199
Utility bills prepared	3,554
Utility accounts on Auto-Pay	852
Utility accounts opened	45
Town water consumption (in thousands of gallons)	6,923
Water consumed (net of Town usage in thousands of gallons)	53,095
Water/Wastewater Utility Revenue Billed	\$ 370,290
New employees	3
Separated employees	4
Number of interviews	15
Number of insurance claims managed	24
SysAid tickets completed (I.T.)	65
Security logs reviewed	3,850
Backups performed (computer, server, etc.)	368
Network add/change/deletions	98

GRANTS

Community Development Block Grants (CDBG)

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

On September 13, 2021, the Town Council approved entering into an agreement with Palm Beach County for the above-referred grant in the amount of \$133,000 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 July 25, 2022, the Town Council approved awarding a contract to Conengineers Builders LLC in the approximate amount of \$67,210 to perform the related work which is expected to be completed by December 31, 2022.

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

On September 12, 2022, the Town Council approved entering into an agreement with Palm Beach County for the above-referred grant in the amount of \$55,740 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 August 17, 2022 to discuss capital improvements to Lantana Bicentennial Park. The sole purpose of this meeting was to discuss a \$200,000 FRDAP grant application to help finance improvements at the Park.
- The Town of Lantana conduct a public meeting on August 17, 2022 to discuss capital improvements to Maddock Park. The sole purpose of this meeting was to discuss a \$112,500 FRDAP grant application to help finance improvements at the Park.

Potential Congressional Community Project Funding (CPF)

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

- April 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.
- May 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.
- May 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 February 22 and on March 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 April 7, 2022, the Town submitted an application for consideration of the CPTA Grant to the Florida Department of Economic Opportunity for Stormwater System Analysis.

Background

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

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

On June 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 \$62,121.

2023 Resilient Florida Grant Program

Asset Inventory and Ocean Avenue Vulnerability Assessment

On June 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 \$167,000 (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 July 11, 2022 Town Council Meeting, the Town Council adopted Resolution No. R-08-2022, supporting the initiative.

On September 1, 2022, our professional grant writer (with assistance from staff) submitted two (2) other Grant applications under this funding source that included:

- 1) Seawall Hardening – \$900,000, with a Town Match of \$900,000 for a total of \$1,800,000.
- 2) Beach Curve Flood Protection – \$710,600, with a Town Match of \$710,600 for a total of \$1,421,200.

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 is temporarily relocated to 418 S Dixie Hwy.

Remodeling Project Update

At the May 9, 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 \$734,227 (this amount includes a 5% Contingency). The Project was projected to be completed within one hundred twenty (120) consecutive calendar days (approximately 09/08/2022) from the Notice to Proceed (NTP) issued by the Town. Liquidated Damages in the amount of \$500.00/day shall be assessed if the Contractor fails to meet the date for Final Completion and will be deducted from any monies due the Contractor, if necessary.

As an incentive to complete this project early and to minimize any potential cost overruns, Contractor shall be entitled to a Performance Bonus, conditioned upon achieving Final Completion within ninety (90) days (approximately 08/08/2022) after receiving the NTP. The Performance Bonus will be equal to any remaining portion of the 5% Contingency Sum, should any portion remain. The Contractor will not be entitled to any Performance Bonus if Final Completion is beyond 90 days following the issuance of the NTP or if no portion of the 5% Contingency Sum remains.

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

Currently in process (as of September 19, 2022):

- Roof is being replaced
- Ceiling tiles to be completed
- Interior window tint is being removed and replaced

To be completed:

- Carpet/flooring to be installed as window tint is removed/replaced
- Interior finishes to be completed (i.e., fixtures, signage and millwork)
- Exterior lighting along the inside of the columns to be replaced
- Parking lot to be repaved
- Punch list to be reviewed/addressed

Although Construction is currently anticipated to be completed at the middle of October 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. A Soft Opening is tentatively planned for late October 2022 and a Grand Opening is tentatively planned for, mid-November 2022 but is subject to change based on the delivery and installation of the items referenced above.

Summer Reading Wrap-Up

The Summer Reading Program, Oceans of Possibilities, wrapped up with over 150 participants. With the support from the Friends of the Lantana Library and community businesses (i.e., Dune Deck, Cheese and Wine Café, Waggy Dags, Mandy Christine Designs and Ravish), we were able to give away gift cards and prizes for kids, teens and adults!

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 food 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.

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.
- Two (2) new full-time officers and one (1) Communications Officer are currently in their Field Training programs.
- All sworn officers will be scheduled for driving training in the near future.
- The Town Manager and Police Chief met with management of Water Tower Commons to discuss calls for service and proposed suggestions which were well received.
- Members of the Marine Patrol unit partnered with the City of Boynton Beach to assist in the holiday boat parade event.
- Amendments to the Collective Bargaining Agreement dated October 1, 2020 through September 30, 2023, between the Town and the Palm Beach County Police Benevolent Associated were approved by the Town Council at the September 12, 2022 Town Council Meeting.

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FIRE RESCUE DEPARTMENT

Fire Rescue Department's Municipal Call Type Report Chart



Palm Beach County Fire Rescue
Lantana - # of Calls by Type
20220801 to 20220831

<u>Type - Situation Dispatched</u>	<u># of Incidents</u>
Medical Calls:	167
Vehicle Accidents:	18
Water Related Incidents:	1
Fires:	7
Hazardous Situations:	2
Assists\Investigations:	9
Alarms:	24
Total number of Events:	228



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



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