



TOWN OF LANTANA

**Town Hall
500 Greynolds Circle
Lantana, FL 33462**

**Regular Meeting
February 9, 2026 - 6:00 p.m.**

For information regarding the procedures for public participation during a Town Council meeting, please refer to the end of this agenda.

***THIS TOWN COUNCIL MEETING CAN BE ACCESSED ONLINE FOR LISTENING PURPOSES ONLY. PLEASE SEE THE LAST PAGE FOR DETAILS.**

1. ROLL CALL, MOMENT OF SILENT PRAYER, PLEDGE OF ALLEGIANCE.

Karen Lythgoe, Mayor ____
Kem Mason, Vice Mayor ____
Christopher Castle, Vice Mayor Pro Tem ____
Jesse Rivero, Councilmember ____
Mark Zeitler, Councilmember ____

LANTANA STAFF: Brian K. Raducci, ICMA-CM, Town Manager; R. Max Lohman, Town Attorney; and Kathleen Dominguez, CMC, Town Clerk

2. AGENDA APPROVAL:

- a. Additions, substitutions, deletions.
- b. Agenda Approval.

3. STAFF AND COMMITTEE REPORTS:

- a. Town Council
- b. Town Manager

4. SPECIAL PRESENTATIONS:

- a. Proclamation Recognizing 211 Awareness Month.
- b. Presentation of the State of the Town Annual Report (A Look Back on 2025 and Ahead to 2026).

5. APPROVAL OF THE CONSENT AGENDA:

- a. Approval of the January 26, 2026, Town Council Meeting Minutes.

6. ORDINANCES AND RESOLUTIONS:

- a. Consideration of Ordinance No. O-01-2026, amending Chapter 17—Streets, Sidewalks, and
- 02-09-26 Town Council Agenda

Other Public Places, at Article VI, Town Parks, by adopting a new section, 17-79, to adopt regulations prohibiting commercial activity in Town Parks, except under certain circumstances. **Remarks: Second Reading**

7. QUASI-JUDICIAL HEARINGS:

- a. None.

8. MISCELLANEOUS:

- a. Consideration of CSA No. 2026-02 with Baxter & Woodman, Inc. authorizing engineering services to complete and submit the America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment and Emergency Response Plan Updates in the amount of \$36,866.

9. PUBLIC COMMENTS:

10. FUTURE EVENTS/IMPORTANT DATES (subject to change):

- 02/16/2026 - Town Offices Closed in Observance of Presidents' Day.
- 02/19/2026 - Special Magistrate Hearing, Town Hall Council Chambers, 5:30 p.m.
- 02/23/2026 - Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.
- 02/25/2026 - Planning Commission Meeting, Town Hall Council Chambers, 6:00 p.m.
- 02/27/2026 - Drive-In Movie Night, Lantana Sports Park, 7:00 p.m.
- 03/09/2026 - Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.
- 03/10/2026 - Town Election Day (no election necessary).
- 03/19/2026 - Special Magistrate Hearing, Town Hall Council Chambers, 5:30 p.m.
- 03/23/2026 - Town Council Meeting, Town Hall Council Chambers, 6:00 p.m.
- 03/25/2026 - Planning Commission Meeting, Town Hall Council Chambers, 6:00 p.m.

11. COUNCIL COMMENTS:

12. ADJOURNMENT.

Listen to the Town Council Meeting: Visit <https://www.lantana.org/266/Town-Agendas> and click "View Event" next to the meeting date for the live broadcast. The link will be available when the meeting starts. The recording will be available on-demand after the meeting in the Past Events section.

PROCEDURES FOR PUBLIC PARTICIPATION

Any citizen is entitled to be heard on an official agenda item when the Town Council calls for public comment **OR** any matter not on the agenda under the "Public Comments" section. Citizens desiring to address the Town Council shall step up to the microphone at the podium, state their name and address in an audible voice for the record, and, unless the Chair grants additional time, shall limit their address to three (3) minutes. Citizens who wish to address the Council **MUST** complete a blue public comment card and present it to the Town Clerk before the item is discussed and wait for the Mayor to announce when it is their turn to speak. Likewise, if the public wishes to speak on a matter on the consent agenda, they must complete a blue card and present it to the Town Clerk before the start of the meeting.

Americans with Disabilities Act: In accordance with the provisions of the Americans with Disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) working days advance notice of any meeting, by contacting Kathleen Dominguez, Town Clerk at Lantana Town Hall, 500 Greynolds Circle, Lantana, Florida, (561) 540-5000.



TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 4a

PREPARED BY: Kathleen Dominguez, CMC, Town Clerk

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: February 9, 2026

AGENDA ITEM: Proclamation Recognizing 211 Awareness Month.

ISSUE/BACKGROUND:

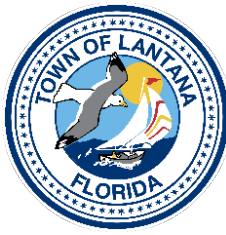
N/A

ATTACHMENT(S):

1. 211 Awareness Month Proclamation 2026.pdf

SAMPLE MOTION:

N/A



Proclamation

Recognizing 211 Awareness Month February, 2026

WHEREAS, 211 Palm Beach and Treasure Coast has responded to more than 3 million calls to the 211 HelpLine since its inception in 1971 and receives over 120,000 requests for help each year; and

WHEREAS, 211's highly trained and accredited team continues to serve as frontline responders 24 hours a day, every day of the year, including times of disaster and great uncertainty; and

WHEREAS, 211 provides free, confidential, and 24/7 access to life-saving crisis intervention, suicide prevention, emotional support, and community navigation services year-round; and

WHEREAS, the mental health of many in our community is at risk due to challenges with health, addiction, and a lack of basic needs such as housing, utility payments, food, and transportation, 211's team handles every request with compassion and empathy, de-escalating crises and helping people navigate community resources to overcome everyday struggles and life's darkest moments; and

WHEREAS, 211 also offers specialized advocacy and support programs to groups who face a higher risk of crisis, including seniors, veterans, first responders, and children with developmental delays and other special needs; and

WHEREAS, 211 is also the regional responder for the national 988 Suicide & Crisis Lifeline, the Florida Veterans Support Line, and other special projects designed to help people facing unique crises.

NOW, THEREFORE, BE IT RESOLVED that I, Karen Lythgoe, Mayor of the Town of Lantana, Florida, do hereby claim February as **211 AWARENESS MONTH** and urge all citizens to be aware that 211 is available—by phone, text, email, or online chat—24 hours a day, for anyone seeking help with everyday challenges or crises.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Lantana, Florida, to be affixed this 9th day of February, 2026.

Mayor Karen Lythgoe

Attest:

Kathleen Dominguez, CMC, Town Clerk



TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 4b

PREPARED BY: Kathleen Dominguez, CMC, Town Clerk

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: February 9, 2026

AGENDA ITEM: Presentation of the State of the Town Annual Report (A Look Back on 2025 and Ahead to 2026).

ISSUE/BACKGROUND:

N/A

ATTACHMENT(S):

1. State of the Town Annual Report - A Look Back on 2025 and A Look Ahead to 2026.pdf

SAMPLE MOTION:

N/A

Town of Lantana

State of the Town Annual Report

A Look Back on **2025** and A Look Ahead to **2026**



TOWN OF LANTANA

STATE OF THE TOWN ANNUAL REPORT



TOWN COUNCIL

Karen Lythgoe, Mayor
Kem Mason, Vice Mayor
Christopher Castle, Vice Mayor Pro Tem
Jesse Rivero, Councilmember
Mark Zeitler, Councilmember

TOWN MANAGER'S OFFICE

Brian K. Raducci, ICMA-CM, Town Manager
Kathleen Dominguez, CMC, Town Clerk
Mariangel Rios, 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, Chief of Police
Craig Spiegelhalter, Palm Beach County Fire Rescue District Chief

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TOWN OF LANTANA STATE OF THE TOWN ANNUAL REPORT

INTRODUCTION

It is my distinct privilege to welcome you to the new year and present this executive summary, which provides a high-level review of the Town's accomplishments in 2025, the current state of our key operational and capital projects, and a preview of our goals for 2026.

I extend my sincere gratitude to my fellow Councilmembers, our dedicated Town Staff, and our invaluable community partners for their efforts. As we look ahead to 2026, we remain committed to our enduring mission: "To preserve Lantana's small-town atmosphere through responsible government and quality service."

UNDERSTANDING THE FOUNDATION: YOUR PROPERTY TAXES AT WORK

Property taxes serve as the foundational source of revenue for local government and are vital to maintaining essential community services. These funds directly support the core functions that define our quality of life, including public safety, parks and recreation, infrastructure maintenance, library programs, and all daily municipal operations. In the Town, every dollar collected ensures our community continues to thrive, remains safe, and provides a high quality of life for all residents.

A LOOK BACK ON 2025

2025 was another exciting year for our Town. Below you will find a glimpse of some of the more significant accomplishments that occurred during the year.

Municipal Elections 2025

In 03/2025, we had the pleasure of welcoming our newest Councilmember, Jesse Rivero to the dais. A proud 26-year resident of the Town and a dedicated firefighter with Palm Beach County (PBC) Fire Rescue for 20 years, Councilmember Rivero brings valuable experience and commitment to the Council. As Mayor, I look forward to working alongside him and all my fellow Councilmembers as we shape a brighter future for our growing community.



Town Council Visioning Session

On 04/11/2025, we gathered together to envision our community's future. The Town Council, Town Manager, Department Directors, and other key staff held a public Visioning Session to review our recent achievements and develop our goals and shared vision for the [FY2025/26 Adopted Annual Budget](#).

Adoption of the Annual Budget

The adoption of the Annual Budget (Budget) is one of the Town Council's highest priorities as it serves as a policy document that provides the resources and establishes a plan for the operational budget and Capital Improvement Plan (CIP). The Budget is transparent and performance-based, linking departmental goals to funding. The FY 2025/26 Budget of \$31.4 M reflects a commitment to fiscal responsibility and aligns with the priorities and goals that the Town Council established by consensus at the Town Council Visioning Session.

The following pages detail these priorities and goals, showcasing the significant progress made in 2025 and providing examples of how your Town Staff has worked diligently to improve our infrastructure and beautify our community.

Maintain infrastructure

The Town made substantial investments and advanced critical projects in 2025 to ensure the long-term reliability of our water, sewer, stormwater, and road systems. These efforts lay the foundation for a safer, more sustainable community.

Water and Wastewater System Reliability



- ✓ Advanced the design phase for the Water Treatment Plant (WTP) Instrumentation and Controls (I&C) improvements.
- ✓ Purchased and installed two (2) new chlorine tanks.
- ✓ Initiated and advanced Phase II of the W Pine St Water Main Improvements, securing engineering and construction services to replace aging lines and reduce service disruptions.
- ✓ Awarded a contract for the rehabilitation of townwide wastewater gravity lines and manholes, ensuring continued system functionality and compliance.
- ✓ Authorized engineering services for long-term projects, including the N 4th St Gravity Sewer and the WTP Clear Well Improvement project.

Mobility and Roadway Safety

- ✓ Successfully completed the milling and paving of 14 streets throughout the community, significantly enhancing ride quality, mobility, and safety for residents.
- ✓ Completed seal coating and striping of the Bicentennial Park and Sportsman's Park parking lot.
- ✓ Approved engineering design solutions targeting traffic concerns at the crucial intersection of N Dixie Hwy and E Ocean Ave to improve safety and mobility flow.
- ✓ Awarded a contract for the N Dixie Hwy Turn Lane Improvements project to enhance safety and ease traffic congestion on this vital corridor.



Stormwater and Coastal Resilience

- ✓ Approved contracts for the comprehensive Stormwater Collection System Rehabilitation and the Atlantic Dr Drainage Improvements project to enhance the Town's ability to manage heavy rainfall and prevent localized flooding.
- ✓ Awarded a contract for the Bicentennial Park Seawall Hardening Improvements project, a key measure to protect public assets and increase resilience against coastal erosion and severe weather events.

Parks and Public Asset Improvements (Completed)

- ✓ Repainted 11 older bus stops to restore them to their original condition and maintain a clean, uniform appearance.
- ✓ Completed repairs to the Kayak Park Ramp by adding new sand and reattaching the original mesh ramp, enhancing the stability, safety, and overall accessibility for water recreational users.
- ✓ Installed new player benches at the Sports Park basketball courts, and the baseball and soccer fields
- ✓ Installed new water fountains at the Beach playground area, providing greater convenience and comfort for residents and families enjoying the space.
- ✓ Installed new uplighting at Bicentennial Park, improving nighttime visibility and highlighting the park's natural features.



Planning and Support Services

- ✓ Secured essential ongoing professional architectural services from CPZ Architects, Inc., to provide the specialized expertise needed to plan and execute future long-term infrastructure and building projects.

Continue Beautification Projects

Park and Recreational Upgrades

- ✓ Upgraded the basketball courts with the installation of new backboards and rims, and installed a new volleyball net at Maddock Park, providing an enhanced recreational experience.
- ✓ Planted vibrant seasonal flowers at high-traffic public areas, including Maddock Park, the Library, the Police Department, and the Police Department Memorial Fountain, as part of a sustained effort to enhance the Town's visual appeal.



Corridor and Roadway Aesthetics

- ✓ Completed the Dixie Hwy Medians Landscape and Irrigation Improvements project (from W Pine St to the Dixie Hwy/Federal Hwy split), significantly enhancing the visual appeal of this key Town entrance.
- ✓ Awarded a contract for the installation of a 6-foot Prefabricated Concrete Wall for the N 3rd St Parking Lot, enhancing the aesthetic screening of the facility.



Public Health and Maintenance

- ✓ The Public Services team collaborated with the Police Department to clean and restore three (3) previously disturbed public locations, ensuring these public spaces were returned to a safe, maintained, and welcoming standard for the community.
- ✓ Revised the Town's Beach-Cleaning Policy for Sargassum Seaweed Management, to better maintain the cleanliness and accessibility of our

beaches throughout the year.

Responsible Development

Water Tower Commons

The Town continues to oversee the ongoing development of the Water Tower Commons project, focusing on active construction progress, timely infrastructure planning, and preparation for future phases.

- ✓ **Current Progress and Permitting**
 - Town staff is actively processing the required permits and conducting inspections for the eastern commercial development parcel.
 - The Town Council approved the necessary Special Exception, Site Plan, and Landscape Plan for two (2) additional restaurants, Carl's Jr. and Panda Express, paving the way for their construction.
- ✓ **Traffic Coordination and Future Planning**
 - The Town continues to work closely with the Developer and PBC to actively monitor traffic levels. This coordination is essential to determine the required installation date for the Mast Arm Traffic Light at the project's entrance, which is mandated by PBC.
 - Town staff is engaged in ongoing collaboration with the Developer, providing feedback and guidance on the master plan and initial concepts for the next section of potential development within the site.

Lantana Village

The redevelopment of the former Kmart site (now known as Lantana Village) has culminated in the approval of a significant, mixed-use project that will transform a key area of the Town.

✓ Project History and Vision Setting

- The 18-acre site, encompassing 457 Greynolds Circle, 1201 S Dixie Hwy, and 1301 S Dixie Hwy, was acquired by Integra Solutions, LLC, in 04/2023.
- The Town Council held two (2) key workshops in 2025 to ensure the final project aligned with the community's vision. The first workshop reviewed potential redevelopment proposals, and the second allowed Integra Investments (Integra) to present a conceptual plan that was well-received by the Council and residents.



✓ Final Approval and Key Features

- After more than two (2) years of progress, the Town Council unanimously approved the Site Plan and related items from Integra during the 01/13/2025 Town Council meeting.
- The approved site plan includes a phased development totaling 426 dwelling units and 21,967 sq. ft. of ground-floor commercial space.

✓ Next Steps and Town Staff Coordination

- Town staff continues to work closely with the Integra team on processing Minor Site Plan Amendments, tenant relocation discussions, and issuing demolition permits.
- Staff is also focused on incorporating additional community benefits, such as improvements to adjacent bus stops, roadway enhancements, and additional outdoor seating for existing tenants.
- Integra has notified the Town of plans to begin demolition in the first quarter of 2026.

Ocean Ave Vacant Properties

A key highlight of our year was the community dialogue surrounding the vacant Ocean Ave property. In 12/2025, we hosted a dedicated workshop that served as a vital forum for our residents to engage directly with conceptual plans for this important site. While the Town Council reached a consensus for the project to proceed, the developer ultimately decided not to pursue the proposal further.

Although this specific project did not move forward, the experience reaffirmed our commitment to transparent development and active citizen participation. Our Town staff remains proactive and stands ready to collaborate with property owners to ensure that any future development on Ocean Ave aligns with the unique character and long-term goals of our community.

Beach Improvements

Our commitment to the heart of the Town—our beachfront—took a bold step forward this year. Beginning with our Visioning Session in 04/2025, we set an ambitious goal: to create a vibrant, engaging public space that honors our history while embracing the future. This 7-acre master plan is not just a redesign; it is a complete reimagining of our coastal experience.

By partnering with CPZ Architects, we have launched a comprehensive design process that prioritizes both structural integrity and environmental stewardship. From dune improvements and coastal protection to public outreach and conceptual building designs, we are ensuring that every resident's

voice is heard as we craft this legacy project. This is the first step in a journey to ensure the Beach remains a jewel of the South Florida coast for decades to come.

Master Plan Update:

The Town continues its dedicated effort to implement the adopted Townwide Master Plan, ensuring all new development and long-term planning align with the community's strategic vision.

✓ **Implementation and Access**

- Public Access: The adopted Townwide Master Plan is readily available to the public and stakeholders on the Town's website: <https://www.lantana.org/291/Town-of-Lantana-Master-Plan>.

✓ **Ongoing Planning and Engagement**

- Staff has successfully formed the Master Plan Committee, a volunteer group composed of residents from various neighborhoods. This committee continues to meet to provide valuable community input on the plan and ongoing projects.
- Staff continues to meet regularly with the vacant Ocean Ave property owners to develop a redevelopment plan that strictly aligns with the guidelines and vision established in the Master Plan.
- Staff is actively exploring redevelopment plans for the Beach to ensure its future development relates cohesively to the goals outlined in the Master Plan.

✓ **Financial Commitment**

- The Town has committed financial resources to support Master Plan-related projects, with \$300k specifically budgeted (\$100k appropriations from the FY 2023/24, FY 2024/25, and FY 2025/26 budgets).

Attracting and Retaining Valuable Employees

Like many municipalities, the Town continues to navigate a highly challenging labor market. To ensure our residents receive consistent, high-quality service, we have become more competitive and flexible in our approach to attracting and retaining dedicated, professional staff.

2025 Key Strategies and Outcomes:

- ✓ Successfully implemented a strategy to retain the valuable experience and commitment of our Chief of Police, ensuring continuity and leadership stability beyond his scheduled Deferred Retirement Option Program (DROP) completion date.
- ✓ Enhanced employee growth opportunities by expanding tuition reimbursement and incentive pay for training, encouraging higher education, and developing specialized skills necessary for high-quality customer service.
- ✓ Continued to support active Employee and Safety Committees, which coordinate activities, implement safety programs, and ensure a safe, family-friendly work environment.
- ✓ Maintained a competitive salary and benefits package necessary to attract top talent in today's market.
- ✓ Sustained the monthly tradition of highlighting employee contributions and achievements in the Town Manager's Report, boosting morale and recognizing outstanding work.

Outcome: As a direct result of these targeted investments and support initiatives, the Town experienced a significant decrease in employee turnover in 2025, promoting institutional knowledge and better long-term service delivery.

Continue to Attract Businesses

2025 Key Achievements and Support Strategies:

- ✓ Launched the [Doing Business Webpage](#) and a new [Business Tax Receipt \(BTR\) Guide Packet](#) to provide clear, accessible resources that guide new and existing businesses through the Town's processes and requirements.
- ✓ Hosted a "Business Connections: Meet with Town Staff" event on 03/18/2025, providing a direct platform for the local business community to share questions, concerns, ideas, and feedback with Town leadership.
- ✓ Achieved LEED Silver Certification, demonstrating the Town's commitment to sustainable practices and providing a green, modern foundation for future economic growth.
- ✓ Provided guidance and support to new business opportunities by encouraging early outreach to the Development Services Department, ensuring smooth navigation of permitting and zoning requirements.
- ✓ Continued to grant permit extensions for projects that remain in "Active Progress" (receiving an approved inspection within six (6) months) to help businesses manage their timelines efficiently.
- ✓ Maintained a close working relationship with the Greater Lantana Chamber of Commerce (Chamber) to foster and improve business opportunities within our community.

Promote Community Engagement

In 2025, the Town significantly expanded opportunities for residents to connect, share feedback, and participate in shaping the community's future.

- ✓ Hosted a highly successful "Coffee with the Mayor" event, facilitating direct, insightful discussions with residents on key topics, including downtown development, property taxes, and traffic safety.
- ✓ Launched a major community effort to refresh the Town's identity. This included a well-attended Town Hall meeting and the subsequent distribution of a comprehensive community survey to gather broad input on potential logos and taglines.
- ✓ Beyond the "Enjoy Lantana!" programs, the Town hosted diverse and successful community events, including a vibrant Haitian American Heritage Month cultural celebration, the Summer Reading Kick-Off Block Party, and the annual 9/11 Ceremony to honor victims.
- ✓ Partnered with local schools for a successful student video contest, "What Makes Our Town Great." The winning students from Palm Beach Maritime Academy Upper School were formally recognized by the Town Council, and their entries were publicized on Town platforms.
- ✓ Conducted a community survey for converting one of the existing North Tennis Courts into dedicated Pickleball Courts. The survey results showed overwhelming community support, with 84.6% of respondents in favor of the conversion. **Next Step:** The Town has officially engaged an engineering firm to develop formal design specifications and construction documents. Once these plans are finalized, the project will move into the competitive bidding phase, with construction and budgeting scheduled for FY 2025/26.
- ✓ Solicited direct user feedback for improvements to the Maddock Park Skate Park, which indicated the need for upgraded obstacles, shading, and water fountains for the park. **Next Step:** This input will be used to develop the design for the skate park's improvements, ensuring it reflects the preferences of local skate enthusiasts.
- ✓ Implemented two (2) new key resource guides: the Neighbors Helping Neighbors program to connect residents in need with community volunteers, and the Homeowner Toolbox:





Assistance, Grants, and Guidance Guide to connect residents with resources for home maintenance and improvement.

- ✓ I am thrilled to share that our shores are now just a click away! This year, we successfully launched the new Beach Webcam, bringing real-time, high-definition views of our beautiful coastline directly to the Town's website. Whether you are checking the surf conditions, gauging the weather for a family outing, or simply taking a moment to enjoy our horizon from home, this new feature brings our most precious natural resource closer to our residents than ever before.
- ✓ The Code Enforcement Division continued its commitment to enforcing Municipal Codes fairly and consistently, prioritizing safety violations and maintaining community standards.
 - Future Enhancement: The Division plans to launch a new online portal later this year, allowing residents to easily check the status of ongoing cases.
- ✓ Successfully hosted the Take Your Child to Work Day Event, promoting understanding of public service careers among young residents.



The Town demonstrated its ongoing commitment to community support and environmental stewardship by continuing successful annual programs:

- ✓ **Community Giving:** Hosted key drives to support residents in need, including a Food Distribution Drive-Thru and a Toy Drive for the holidays.
- ✓ **Environmental Stewardship:** Celebrated Arbor Day by planting a tree at the Library, symbolizing our commitment to a greener community.



Continue to Support the Library

Following its successful 2023 renovation, the Library continued its significant growth in 2025, operating as a vital community hub dedicated to learning, connection, and literacy.

2025 Program Impact and Growth

The Library achieved record community engagement by leveraging its modern facilities (including dedicated teen, kids', and community rooms) to offer diverse, high-value programming:

- ✓ Welcomed over 2k youth and adults to programs during the summer months, with a record of over 350 people joining the annual Summer Reading Program.
- ✓ Saw a significant increase in library traffic and a 47% increase in new library cards.
- ✓ Staff worked to cultivate community and combat the senior loneliness epidemic with educational and recreational programming.
- ✓ Hosted a comprehensive calendar of events focused on four (4) key areas:
 - **Wellness and Fitness:** Expanded free weekly yoga sessions and introduced new self-care programs like Twin Hearts Meditation and Acupuncture.
 - **Art and STEM:** Dedicated a month to Youth Art, featuring classes led by local professional artists, and celebrated Pi Day with engaging math and science activities for all ages.
 - **Cultural Celebrations:** Hosted major community events, including a vibrant Haitian American Heritage Month celebration, Lunar New Year festivities, and St. Patrick's Day programs.



- Offered a full schedule of holiday-themed events, including the massive Summer Reading Kick-off Block Party, Halloween programming (e.g., Ghost Painting, Spooky Storytime), and the annual Letter to Santa program.

Literacy and Education

- ✓ Maintained essential literacy and outreach efforts through strong school partnerships, afterschool literacy tutoring at the Library in partnership with the Literacy Coalition of PBC, and the expanded network of Little Free Libraries throughout the Town.
- ✓ Continued to offer cutting-edge technology and skill-based programs (like Beginner Photoshop Lessons) in a welcoming and inclusive community space.
- ✓ Implemented a monthly reading initiative as part of Read for the Record 2025/26, partnering with local schools to host readings from 10/2025 through 02/2026, concluding with the program's annual "Big Day" on 02/26/2026.

Enhance Public Safety with State-Of-The-Art Technology

The Police Department remains committed to its mission of delivering courteous, professional law enforcement and community services, prioritizing public safety, transparency, and officer preparedness throughout the year.

Strategic Investments in Technology and Equipment

The Department ensured officers are equipped with the best tools available, making significant investments in 2025 to enhance both operational capacity and transparency:

- ✓ **Transparency Technology:** Authorized the multi-year purchase of new Body-Worn Cameras (BWC), Tasers, and related equipment, building on the existing program which utilizes these devices for public trust.
- ✓ **Vehicle and Patrol Upgrades:** Purchased new AXON in-car cameras and upgraded patrol vehicles with new emergency lights, sirens, and related equipment to enhance officer safety and operational capacity.
- ✓ **Situational Awareness:** Continued utilization of advanced technology, including the drone program, for assisting in locating missing persons, monitoring community events, and supporting emergency management operations.

Traffic Safety and Social Outreach

- ✓ **Targeted Traffic Enforcement:** Continued proactive measures to address traffic concerns through the Selected Traffic Enforcement Program (STEP) and the deployment of the speed-measuring trailer in violation hot spots, focusing on education and enforcement to reduce speeding and stop sign violations.
- ✓ **Supporting Vulnerable Residents:** Maintained collaboration with County liaisons to actively connect homeless individuals with necessary services and resources, supporting community well-being.
- ✓ **Capability Reinforcement:** Continuously reinforced officer capabilities by acquiring necessary new equipment, including computers, vehicles, and safety gear.

Each of the Town's Departments plays a vital role in its ability to meet the established Budget Priorities/Goals and Action Plans, as is evidenced below:

Town Administration

It continues to focus on enhancing communication and transparency, and prioritizing public and employee safety through key technology and operational upgrades in 2025.

Communication and Transparency

- ✓ Renewed the agreement with Granicus for three (3) years, ensuring the continued ability to publish agendas online in ADA format and livestream/record Council meetings. This service

agreement renewal allows the Town to maintain a better, high-quality listening experience for remote attendees.

- ✓ Continued to provide timely and essential information to residents through multiple channels, including the monthly Town Manager Report, the Annual Town Calendar, the official Facebook page, and emergency notifications via CodeRED.

Safety and Preparedness

- ✓ Upgraded the CodeRED notification platform to the newest version, Crisis24, ensuring the Town uses the most advanced technology to quickly and reliably communicate critical safety alerts and emergency information to the community. To enroll, visit: <https://fl-lantana.civicplus.com/272/CodeRED-Alerts>.
- ✓ Adopted the Aden Perry Hero Life Ring Initiative, a program dedicated to preventing drowning tragedies, following the 07/28/2025 meeting. As part of this commitment, life rings have been installed at multiple dock locations at Bicentennial Park and Sportsman Park.
- ✓ Conducted comprehensive checks of all Automated External Defibrillators (AEDs) throughout Town facilities, ensuring all devices are properly maintained and fully functional for immediate emergency response.



GRANTS

In 2025, the Town successfully secured vital external funding to advance major community projects, maximizing public resources:

- ✓ Florida Inland Navigation District (FIND) - 2024 Waterways Assistance Program: Awarded \$900k on 10/03/2025.
- ✓ State Appropriation Request – W Pine St Water Main Improvements - Phase II: Awarded \$1.3M on 07/01/2025.
- ✓ State Appropriation Request - Lift Station No. 3, 4, 8, and 9 Rehabilitation: Awarded \$500k on 07/01/2025.
- ✓ Congressional Community Project Funding (CPF) Opportunities – FY 2025/26 Maddock Park Skate Park Improvements Project: Awarded \$47k on 07/11/2025.



Palm Beach County Day 2025

In 03/2025, the Town leadership proactively engaged with state officials to secure funding for critical infrastructure projects, representing the Town at PBC Day in Tallahassee.

- ✓ **Town Representation:** Mayor Karen Lythgoe, Vice Mayor Pro Tem Mark Zeitler, Vice Mayor Kem Mason, Former Councilmember Lynn Moorhouse, and Town Manager Brian Raducci traveled to the State Capitol.
- ✓ **Networking and Advocacy:** The delegation observed the Legislative Process, met with the Town's Lobbying Firm, and networked with other municipalities.
- ✓ **Funding Priorities:** The Town met with Senator Mack Bernard and Former Representative Mike Caruso to seek support for \$3.85M in FY 2025/26 State Appropriation Requests, including:
 - W Pine St Water Main Improvements - Phase II
 - WTP I&C
 - Lift Station No. 3, 4, 8, and 9 Rehabilitation
 - N 3rd St Parking Lot Improvements
 - Beach Improvements

As a result, on 06/30/2025, the Town received confirmation from Mat Forrest of our lobbying firm, Ballard Partners, that two (2) projects submitted through the State Appropriations Request process were approved and included in the State Budget with their respective funding allocations. The approved projects were: W Pine St Water Main Improvements - Phase II (\$1.3M) and Lift Stations No.

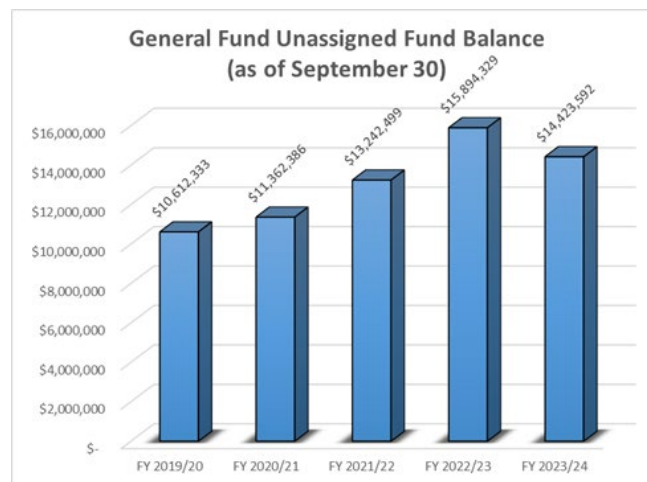
3, 4, 8, and 9 Rehabilitation (\$500K), for a total of \$1.8M.

UNASSIGNED FUND BALANCE

The Town maintained its position of financial health and stability throughout 2025, driven by a fiscally conservative and prudent operational approach.

- ✓ The General Fund's Unassigned Fund Balance (reserves) is anticipated to reach 65% of the FY 2025/26 operating budget by the close of FY 2024/25. This significantly exceeds the Town's adopted fund balance policy, demonstrating exceptional fiscal preparedness.
- ✓ The Water and Sewer Fund is projected to end FY 2024/25 with \$9.2M in unrestricted reserves. These funds are strategically utilized for the ongoing improvement of the utility's aging infrastructure, ensuring the fund is fully prepared for recommended capital improvements.
- ✓ The Town successfully maximized its financial leverage through the effective and efficient utilization of secured grant funds, augmenting local dollars for essential projects.

These positive outcomes are a direct result of the Town Council's vision, guidance, and support, which ensures the Administration continues to operate the Town in a proactive, progressive, and fiscally responsible manner.



GET READY FOR EXCITING CHANGES COMING TO THE TOWN IN 2026!

From critical infrastructure upgrades to revitalized green spaces, here is a glimpse of what our future plans have in store for you, focusing on the quality of life in the Town.

Investing in Quality of Life

The Town is committed to significant capital improvements across our facilities and utilities:

Infrastructure and Utilities

- **Utility Modernization:** Replace water meters with an Automated Meter Reading System.
- **Wastewater Improvements:** Design and convert existing lift stations into more efficient submersible pump stations.
- **Road Safety:** Install curbs at key intersections throughout the Town.

Parks and Recreation

- **Beach Enhancements:** Expect improved landscaping, trash receptacles, various Beach improvements, and recoating of the seawall.
- **Park Maintenance:** Repair seawalls at Bicentennial Park and Sportsman's Park.
- **Sports Park:** Install shade structures for the bleachers.
- **Lyman Kayak Park:** Replace the launch ramp with a durable concrete ramp.
- **Maddock Park:** Replace the split-rail fence.

Facilities and Development

- **Town Hall:** Complete the renovation of the Town Council Chambers.
- **Public Safety:** Construct new classrooms and an Emergency Operations Center (EOC) at the Police Department.
- **Library:** Make necessary improvements to the Library bathrooms.
- **Redevelopment:** Continue working with Integra for the redevelopment of the former Kmart site, and collaborate with vacant Ocean Ave property owners on a redevelopment plan that aligns with the Master Plan.

Working Together for Progress

The Town Council and dedicated staff are wholeheartedly committed to making the Town an even better place to live, work, and play through continuous progress and collaboration.

- **Commitment to Progress:** We are focused on partnering with residents, local businesses, and external agencies to secure grants and keep essential Town projects moving forward.
- **Citizen-Centric Governance:** The Town strives to be highly responsive to our citizens' needs, basing all decisions on the best interests of resident health, safety, and welfare.
- **Invitation to Engage:** We are excited about the Town's future and invite all residents to stay tuned for updates and get actively involved in shaping it. Hearing your thoughts and receiving your input is the most effective way to ensure we serve this Town efficiently and effectively for generations to come.

Your investment: Learn More About Property Taxes

The revenues discussed throughout this report, generated primarily by property taxes, are the engine for all essential Town services, from Police protection to park maintenance. We encourage all residents to gain a detailed understanding of how these local funds are generated and distributed. Please visit the Town's Property Tax Detailed Information [link](#) to learn about key concepts such as millage rates, the rolled-back rate, and common exemptions that impact municipal funding

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Town of Lantana
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Lantana, FL 33462
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TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 5a

PREPARED BY: Kathleen Dominguez, CMC, Town Clerk

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: February 9, 2026

AGENDA ITEM: Approval of the January 26, 2026, Town Council Meeting Minutes.

ISSUE/BACKGROUND:

N/A

ATTACHMENT(S):

1. 01-26-2026 Minutes Final.pdf

SAMPLE MOTION:

N/A



**TOWN OF LANTANA
Regular Meeting Minutes
January 26, 2026**

1. ROLL CALL, MOMENT OF SILENT PRAYER, PLEDGE OF ALLEGIANCE.

Mayor Lythgoe called the regular meeting to order at 6:00 p.m. Deputy Town Clerk Rios called the roll and established a quorum. All elected officials were in attendance.

Mayor Lythgoe led a moment of silence followed by the Pledge of Allegiance. During the moment of silence, the Mayor requested the remembrance of Hector V. Herrera, who recently passed away. Mayor Lythgoe noted that Mr. Herrera was the former Executive Director of the Greater Lantana Chamber of Commerce and a distinguished member of the community.

She then reviewed housekeeping items and meeting procedures.

2. AGENDA APPROVAL:

- a. Additions, substitutions, deletions.
- b. Agenda Approval.

Motion: Vice Mayor Mason made a motion to approve the agenda, as submitted. Vice Mayor Pro Tem Castle seconded the motion. Motion passed 5-0.

3. STAFF AND COMMITTEE REPORTS:

a. Town Council

Each Councilmember shared their appreciation for the opportunity to attend Palm Beach County Days during the Legislative Session in Tallahassee last week, noting the value of the experience.

Mayor Lythgoe provided updates on recent municipal events and cultural activities, highlighting a presentation at the Library by former Town Manager Mike Bornstein regarding the history of the “Barefoot Mailman” and upcoming cultural events at the Finland House.

b. Town Manager

Town Manager Raducci commended former Town Manager Michael Bornstein for his informative presentation on the history of the Barefoot Mailman. Additionally, Mr. Raducci provided a status update on the Lantana Village project, stating that construction is slated to commence within the first quarter of the year. He noted that Town staff is collaborating daily with the developers to ensure the site plan remains in full compliance with municipal codes.

4. SPECIAL PRESENTATIONS:

- a. None.

5. APPROVAL OF THE CONSENT AGENDA:

- a. Approval of the January 12, 2026, Town Council Meeting Minutes.

Motion: Vice Mayor Pro Tem Castle made a motion to approve the consent agenda, as submitted. Vice Mayor Mason seconded the motion. Motion passed 5-0.

6. ORDINANCES AND RESOLUTIONS:

- a. Consideration of Ordinance No. O-01-2026, amending Chapter 17—Streets, Sidewalks, and Other Public Places, at Article VI, Town Parks, by adopting a new section, 17-79, to adopt regulations prohibiting commercial activity in Town Parks, except under certain circumstances. **Remarks: First Reading**

Mayor Lythgoe introduced the above agenda item.

Town Attorney Lohman read the ordinance title below into the record and provided an overview:

ORDINANCE NO. O-01-2026

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, AMENDING CHAPTER 17 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES AT ARTICLE VI. TOWN PARKS BY ADOPTING NEW SECTION 17-79. TO ADOPT REGULATIONS PROHIBITING COMMERCIAL ACTIVITY IN TOWN PARKS, EXCEPT UNDER CERTAIN CIRCUMSTANCES, WITH SUCH SECTION BEING ENTITLED “COMMERCIAL ACTIVITY PROHIBITED;” PROVIDING THAT THE REMAINDER OF CHAPTER 17 SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ENACTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Town Attorney Lohman and Town Manager Raducci provided further clarification on the intent of the ordinance and addressed questions from the Councilmembers, followed by a general discussion.

There were no public comments.

Motion: Councilmember Rivero made a motion to approve Ordinance No. O-01-2026 on first reading. Vice Mayor Mason seconded the motion. Motion passed 5-0.

7. QUASI-JUDICIAL HEARINGS:

- a. None.

8. MISCELLANEOUS:

- a. Consideration of awarding a contract for the roof replacements at Public Services and the Recreation Center to A-1 Property Services in the aggregate amount of \$142,413.

Mayor Lythgoe introduced the agenda item.

Grants and Contracts Administrator Vanessa Holloway provided an overview of the contract and the scope of services, and answered questions from the Councilmembers.

There were no public comments.

There was no discussion from the Councilmembers.

Motion: Vice Mayor Pro Tem Castle made a motion to approve the contract with A-1 Roofing Contractor for the roof replacement at Public Services and the Recreation Center in the aggregate amount of \$142,413 and to authorize the Town Manager to execute the agreement and any amendments thereto. Vice Mayor Mason seconded the motion. Motion passed 5-0.

- b. Consideration of CSA No. 2026-01 with Baxter & Woodman Inc. authorizing engineering services to complete and submit the 2026 10-Year Water Supply Facilities Work Plan Update in the amount of \$39,772. The update is required by the South Florida Water Management District.

Mayor Lythgoe introduced the agenda item.

Public Services Director Eddie Crockett presented the request and addressed inquiries from the Councilmembers.

Jeffrey Hiscock, representing the Town's engineering firm, Baxter & Woodman, provided technical clarification in response to inquiries from the Councilmembers.

In response to a question from Vice Mayor Mason, Mr. Crockett confirmed that the Town currently maintains ten (10) healthy wells.

There were no public comments.

There was no discussion from the Councilmembers.

Motion: Vice Mayor Mason made a motion to approve CSA No. 2026-01 with Baxter & Woodman Inc., authorizing the preparation and submission of a 10-year Water Supply Facilities Work Plan in the amount of \$39,772, and to authorize the Town Manager to execute the CSA and any amendments thereto. Councilmember Rivero seconded the motion. Motion passed 5-0.

- c. Consideration of Change Order No. 002 with Cacique Utilities LLC in the amount of \$34,664.04, as it relates to the W Pine St Water Main Improvements Phase II Project.

Mayor Lythgoe introduced the agenda item.

Director Crockett presented an overview of the work and answered questions from the Councilmembers. Responding to a question from Vice Mayor Pro Tem Castle, Mr. Crockett confirmed that staff will update and secure GIS and inventory information as new infrastructure is discovered or installed during the water main improvement project for future reference.

Vice Mayor Pro Tem Castle inquired about the valve exercising program for the existing valves and requested that staff continue exercising them annually, as well as any new valves installed during the Water Main improvements project, to prevent future operational issues.

There was no public comment.

There was no discussion from the Councilmembers.

Motion: Vice Mayor Pro Tem Mason made a motion to ratify the approval of the Town Manager's approval of Change Order No. 002 with Cacique Utilities LLC in the amount of \$34,664.04, as it relates to the W Pine St Water Main Improvements Phase II Project as described above. Vice Mayor Mason seconded the motion. Motion passed 5-0.

9. PUBLIC COMMENTS:

Annemarie Joyce, 20 View St, Lantana, FL, 33462, expressed safety concerns regarding the dual-light configuration at the intersection of Lantana Road and S Dixie Highway. She specifically noted that drivers frequently bypass the first traffic signal to advance to the second, often maneuvering around stopped vehicles to do so.

A discussion followed afterwards.

Ann McGlinn Work, 822 Oyster Ln W, Lantana, FL, 33462, spoke in support of Ms. Joyce's comments, adding that the left-turn lane at the intersection frequently becomes congested and backed up, which contributes to drivers maneuvering around stopped traffic to reach the forward signal.

Assistant Chief Mitchell stated he would work with staff to review signage and enforcement at the subject intersection. He also confirmed he would facilitate necessary coordination with Palm Beach County and FDOT regarding jurisdictional oversight of the traffic signals in response to the above comments.

10. FUTURE EVENTS/IMPORTANT DATES (subject to change):

Mayor Lythgoe read the future events and important dates.

11. COUNCIL COMMENTS:

Councilmember Rivero promoted two upcoming Friends of the Library events scheduled for February: a clothing swap and a presentation in honor of Black History Month.

Mayor Lythgoe requested that staff evaluate the possibility of scheduling future workshop series meetings at 5:00 p.m. before regular Town Council meetings, rather than on Fridays at 9:00 a.m., particularly when the standing agenda is light.

12. ADJOURNMENT.

The motion was made and carried unanimously. There being no further discussion, the meeting adjourned at 6:40 p.m.

ATTEST:

Mayor Karen Lythgoe

Kathleen Dominguez, CMC, Town Clerk



TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 6a

PREPARED BY: Kathleen Dominguez, CMC, Town Clerk

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: February 9, 2026

AGENDA ITEM: Consideration of Ordinance No. O-01-2026, amending Chapter 17—Streets, Sidewalks, and Other Public Places, at Article VI, Town Parks, by adopting a new section, 17-79, to adopt regulations prohibiting commercial activity in Town Parks, except under certain circumstances.

Remarks: Second Reading

ISSUE/BACKGROUND:

The Town has identified a need to protect the health, safety, and welfare of Lantana residents by regulating the use of public park spaces. Ordinance No. O-01-2026 amends Chapter 17 of the Town's Code of Ordinances to establish a general prohibition on commercial activity within all Town Parks. This ordinance introduces Section 17-79, which includes the following regulations:

- **Definition of Commercial Activity:** Defined as any transaction involving the exchange of goods, services, or commodities for compensation with the intent of economic gain.
- **Strict Prohibition:** All commercial activity is strictly prohibited within or upon any town park.
- **Waterway Restrictions:** Specifically prohibits boats, barges, trucks, or equipment from mooring or parking at park seawalls or parking lots adjacent to the Intracoastal Waterway for the purpose of engaging in commercial activity.
- **Permitted Exceptions:** Commercial activity may be allowed if it is approved in writing by the Town Manager or if the activity is necessary to facilitate a town-sanctioned function or project.
- **Permit Fees:** The Town Manager is authorized to develop and charge a fee for the issuance of commercial activity permits.

Staff recommends the adoption of Ordinance No. O-01-2026 to ensure Town Parks remain dedicated to their intended public use and to provide a structured process for authorized commercial functions. This ordinance was reviewed and approved as to form and legal sufficiency by the Town Attorney and was approved unanimously on first reading at the January 26, 2026, Town Council meeting.

ATTACHMENT(S):

1. O-01-2026 - Commercial Activity in Parks - Prohibited.docx
2. business-impact-estimate-Ordinance O-01-2026.docx

SAMPLE MOTION:

I move to (adopt) (deny adoption of) Ordinance No. O-01-2026 on second reading.

ORDINANCE NO. O-01-2026

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, AMENDING CHAPTER 17 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES AT ARTICLE VI. TOWN PARKS BY ADOPTING NEW SECTION 17-79. TO ADOPT REGULATIONS PROHIBITING COMMERCIAL ACTIVITY IN TOWN PARKS, EXCEPT UNDER CERTAIN CIRCUMSTANCES, WITH SUCH SECTION BEING ENTITLED “COMMERCIAL ACTIVITY PROHIBITED;” PROVIDING THAT THE REMAINDER OF CHAPTER 17 SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ENACTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town Council of the Town of Lantana has determined that a need exists to amend Chapter 17 – Streets, Sidewalks and Other Public Places. of the Town’s Code of Ordinances in order to prohibit commercial activity within Town Parks except under certain circumstances; and

WHEREAS, the Town Council has determined this revision to be in the best interests of the health, safety, and welfare of the citizens of the Town of Lantana.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA:

SECTION 1: Chapter 17 – Streets, Sidewalks and Other Public Places. of the Code of Ordinances of the Town of Lantana is hereby amended at Article VI. – Town Parks by adopting new section 17-79. – Commercial Activity Prohibited.; providing that section 17-79 shall hereafter read as follows:

Sec. 17-79. – Commercial activity prohibited.

(a) Commercial activity: means any action, process, conduct, or transaction that involves the exchange of goods, services, or commodities for compensation. It generally involves processes to create, deliver, and promote offerings for economic gain, in contrast to purely personal actions.

(b) All commercial activity, regardless of type, is hereby specifically and strictly prohibited within and/or upon all town parks. Additionally, for the avoidance of doubt, no barge, ship, boat, vessel, truck, tractor/trailer combination, crane, equipment, or vehicle of any kind whatsoever, may be parked, stopped, moored, tied up to, or pulled along side any portion of any

seawall or any parking lot within any town park that is located adjacent to the Intracoastal Waterway (a/k/a the waters of Lake Worth) in order to engage in commercial activity. Commercial activity may be permitted within and/or upon the town parks if such activity is approved in writing by the Town Manager or if such commercial activity is necessary or desirable to facilitate a Town function and/or project. The Town Manager may develop and charge a permit fee for the issuance of such a permit.

Secs. 17-7980 – 17-100. – Reserved.

(f) (The subsection shall remain in full force and effect as previously adopted.)

SECTION 2: Each and every other Section and Subsection of Chapter 17 Streets, Sidewalks and Other Public Places. shall remain in full force and effect as previously enacted.

SECTION 3: All Ordinances or parts of Ordinances in conflict be and the same are hereby repealed.

SECTION 4: Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this Ordinance.

SECTION 5: Specific authority is hereby granted to codify this Ordinance.

SECTION 6: This Ordinance shall become effective immediately upon adoption.

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SECOND AND FINAL READING this ____ day of _____, 2026.

<u>Aye</u>	<u>Nay</u>	<u>Mayor Karen Lythgoe</u>
<u>Aye</u>	<u>Nay</u>	<u>Vice Mayor Kem Mason</u>
<u>Aye</u>	<u>Nay</u>	<u>Vice Mayor Pro Tem Christopher Castle</u>
<u>Aye</u>	<u>Nay</u>	<u>Councilmember Mark Zeitler</u>
<u>Aye</u>	<u>Nay</u>	<u>Councilmember Jesse Rivero</u>

Kathleen Dominguez, CMC, TOWN CLERK

(SEAL)

Approved as to form and legal sufficiency.

R. Max Lohman, TOWN ATTORNEY



Ordinance No. O-01-2026

Business Impact Estimate

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes.

Proposed ordinance's title:

ORDINANCE NO. O-01-2026: AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, AMENDING CHAPTER 17 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES AT ARTICLE VI. TOWN PARKS BY ADOPTING NEW SECTION 17-79. TO ADOPT REGULATIONS PROHIBITING COMMERCIAL ACTIVITY IN TOWN PARKS, EXCEPT UNDER CERTAIN CIRCUMSTANCES.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

Summary: This ordinance creates Section 17-79 of the Town Code to strictly prohibit all commercial activity—defined as the exchange of goods or services for compensation for economic gain—within all Town parks. It specifically prohibits various vehicles and equipment from parking or mooring at park facilities for commercial purposes. Exceptions are granted only for Town-sponsored functions or with written permission and a permit from the Town Manager.

Public Purpose: To protect the health, safety, and welfare of the citizens of the Town of Lantana by regulating the use of public park spaces and by **preserving the structural integrity of public infrastructure (such as seawalls, parking lots, and park grounds)** from damage caused by unauthorized commercial operations.

<p>2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the [City/Town/Village], if any:</p> <ul style="list-style-type: none">(a) An estimate of direct compliance costs that businesses may reasonably incur;(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and(c) An estimate of the [City's/Town's/Village's] regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
--

Direct Compliance Costs: Commercial maritime operators or other businesses that have previously utilized park seawalls or grounds as a de facto base of operations will no longer be permitted to do so without a formal permit. Compliance will require these businesses to relocate their staging or loading activities to appropriate commercial or private facilities.

New Charges or Fees: The Town Manager has the authority to implement a permit fee for any business that is granted an exception, which would ensure that private entities contribute to the maintenance and repair of the public assets they are utilizing.

Town Regulatory Costs: The Town may incur modest administrative costs related to the development and enforcement of the new permit system, which may be offset by the revenue generated from permit fees.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

Estimate: Small—the ordinance is narrowly tailored to impact only those commercial entities whose operations involve the use of park property, specifically focusing on maritime-related businesses utilizing the Intracoastal-adjacent seawalls and parking lots.

4. Additional information the governing body deems useful (if any):

[You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: [City/Town/Village] staff solicited comments from businesses in the [City/Town/Village] as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on [City/Town/Village] website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses].

Methodology: This estimate was prepared based on a legal review of the proposed text and current park usage.

General Applicability: This is a generally applicable ordinance that applies to all persons and entities (individuals and businesses alike) seeking to engage in commercial transactions on public park property; therefore, it is not directed exclusively at any single business entity.



TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 7a

PREPARED BY: Kathleen Dominguez, CMC, Town Clerk

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: February 9, 2026

AGENDA ITEM: None.

ISSUE/BACKGROUND:

N/A

ATTACHMENT(S):



TOWN OF LANTANA

Agenda Item Summary

AGENDA ITEM No.: 8a

PREPARED BY: Jerry Darr, Assistant Utilities Director

REVIEWED BY: Brian K. Raducci, ICMA-CM, Town Manager

MEETING DATE: February 9, 2026

AGENDA ITEM: Consideration of CSA No. 2026-02 with Baxter & Woodman, Inc. authorizing engineering services to complete and submit the America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment and Emergency Response Plan Updates in the amount of \$36,866.

ISSUE/BACKGROUND:

On October 23, 2018, the US Environmental Protection Agency (USEPA) signed the America's Water Infrastructure Act (AWIA) into law. This law requires all community water system serving more than 3,300 people to perform a Risk and Resilience Assessments (Assessments) on their system on a five-year cycle. These Assessments involve assessing the risks of every part of the water system from supply to distribution, including physical, cyber, and financial systems.

Communities such as ours, with a population served between 3,300 and 49,999, are required to submit certification of completion of the Assessments by June 30, 2026. In addition, the Town has requested that Baxter & Woodman, Inc. update the Town's Emergency Response Plan to include findings from the Assessment.

CSA No. 2026-02 provides the scope of work, schedule, and fees for the Assessments and Emergency Response Plan Updates and has been reviewed by Town Staff and our Consultant. Funding for the CSA is provided for in the Public Services FY 2025/26 budget.

ATTACHMENT(S):

1. CSA 2026-02 AWIA RRA and ERP Update.pdf

SAMPLE MOTION:

I move to (approve) (deny approval) of CSA No. 2026-02 with Baxter & Woodman, Inc. authorizing engineering services to complete and submit the America's Water Infrastructure Act (AWIA) Risk and Resilience Assessment and Emergency Response Plan Updates in the amount of \$36,866, and to authorize the Town Manager to execute the agreements and any amendments thereto.

**TOWN OF LANTANA
BAXTER & WOODMAN, INC.
CONSULTANT SERVICE AUTHORIZATION NO. 2026-02**

“America’s Water Infrastructure Act (AWIA) Risk and Resilience Assessment and Emergency Response Plan Updates”

Date: January 19, 2026

CSA NO. 2026-02 FOR PROFESSIONAL CONSULTING SERVICES: Engineering services for assistance in preparing the AWIA Risk and Resilience and Emergency Response Plan Updates.

The Town of Lantana has entered into an engineering consulting services agreement entitled “Agreement for Professional Engineering Services” with Baxter & Woodman (“B&W”) on the 12th day of March, 2001, as extended by a “First Addendum” dated February 27th, 2006, as amended by a “Second Addendum” dated November 27, 2006, as amended by a “Third Addendum” dated February 14, 2011, as amended by a “Fourth Addendum” dated January 25, 2016, as amended by a “Fifth Addendum” dated August 22, 2016, as amended by a “Sixth Addendum” dated September 9, 2019, and as amended by a “Seventh Addendum” dated March 12, 2021 and as amended by an “Eighth Addendum” dated March 22, 2022 (the “Agreement”). This B&W Services Authorization (“CSA”) shall be performed under the terms and conditions described in that Agreement.

PROJECT DESCRIPTION

On October 23, 2018, the US Environmental Protection Agency (USEPA) signed the America’s Water Infrastructure Act (AWIA) into law. This law requires all community water systems (CWS) serving more than 3,300 people perform a risk and resilience assessment on their system on a five-year cycle. These risk and resilience assessments involve assessing the risks of every part of the water system from supply to distribution including physical, cyber, and financial systems. Communities, such as the Town of Lantana (Town) with a population served between 3,300 and 49,999 are required to submit certification of completion of AWIA Risk and Resilience Assessment by June 30, 2026. In addition, the Town has requested B&W to update the Town’s Emergency Response Plan to include findings from the AWIA Risk and Resilience Assessment.

This CSA No. 2026-02 provides the scope of work, schedule, and fees for the Risk and Resilience Assessment and Emergency Response Plan updates:

SCOPE OF SERVICES

Task 1- Water System Risk and Resilience Assessment

1. Project Kick-off Meeting:

B&W shall attend a Project Kick-Off Meeting with Town staff to establish the Town's goals to meet the 2018 America's Water Infrastructure Act (AWIA) requirements and discuss components that will be necessary to complete the Project.

2. Potable Water System Analysis:

As part of the review and assessment of the Town's potable water system as it relates to the AWIA requirements, B&W shall perform the following tasks:

- Review existing information available for the water systems and identify what additional information needs to be gathered by the Town.
- Evaluate gathered information and determine what is relevant to the AWIA Risk and Resilience Assessment. This process will characterize the existing system, determine critical assets, and summarize existing security measures. This evaluation process will also include physical site, financial, and cybersecurity assessments.
- Assess what malevolent acts or baseline threats are most likely to affect the Town's identified critical assets including man-made or natural disasters.
- Conduct an onsite review of the Town's existing supervisory control and data acquisition (SCADA) and related cybersecurity environment. After each category is reviewed, the Town will be presented with an evaluation of their relative level of resiliency and risk graded as "High", "Medium", or "Low" risk. Appropriate recommendations shall be provided to improve grades to "Low" risk status.
- Identify potential adverse consequences for critical asset-threat pairs, and provide a financial cost impact range for specific assets. Develop a prioritized plan for risk reduction.

3. AWIA Risk and Resilience Assessment Report Update

DRAFT REPORT – B&W shall prepare a draft report that includes a summary of all critical assets, threats, vulnerabilities, and potential remediation for the Town's review. This report will be prepared to meet the certifications of the AWWA J100 Standards. B&W shall attend a draft report review meeting with Town staff to receive all comments on the draft report.

FINAL REPORT – B&W will provide a final report that includes the Town's comments from the Draft Report. The report will include a recommended schedule of remediation to address vulnerabilities identified as part of the assessment.

SUBMIT AWIA RISK AND RESILIENCE ASSESSMENT CERTIFICATION – Assist Town with necessary steps for submittal of AWIA Risk and Resilience Assessment certification to USEPA.

Task 2 – Emergency Response Plan Update

UPDATE EMERGENCY RESPONSE PLAN – Assist the Town with an update to the existing Emergency Response Plan (ERP) and submit certification within six months after the completion

of the Risk and Resilience Assessment in accordance with the America's Water Infrastructure Act's requirements.

ASSUMPTIONS

1. Town will provide personnel to accompany B&W to perform site visits of all infrastructure required to be reviewed as part of the work. B&W shall provide a minimum 48 hour advanced notice to the Town to schedule meetings. B&W shall provide time, date, and items that B&W wishes to observe.
2. Town shall provide a complete list of water treatment facilities, wells, well pumps, GIS data base of distribution system or atlas, chlorination stations, repump stations, all relevant sites pertaining to the raw water and finished water systems that have been updated since the previous assessment in 2021. Town shall also provide a complete list of lift stations or any other equipment that share information over the SCADA system.
3. Town shall provide a copy of the Town's existing Emergency Response Plan in word document format if there have been any changes since December 2021.

CONTRACT PERFORMANCE

Proposed fees and schedule for completion of tasks listed above are summarized below:

COMPLETION DATES

The duration of work tasks is summarized below:

Task	Time per Task from NTP	Cumulative Time to Complete from Notice to Proceed
Kick-off Meeting and Site Visits	2 weeks	2 weeks
Data Collection/Evaluation	2 weeks	4 weeks
Water System/Cybersecurity Review	4 weeks	8 weeks
Draft RRA Report	4 weeks	12 weeks
Client Review of RRA Report*	2 weeks	14 weeks
Final RRA Report**	4 weeks	18 weeks
Draft ERP	4 weeks	22 weeks
Client Review of ERP*	2 weeks	24 weeks
Final ERP	2 weeks	26 weeks

* Assumes Town provides B&W comments to the DRAFT Report within 14 calendar days after the Town receives the submittal. An adjustment to the overall schedule will be required in the event the review meeting takes longer to be conducted and/or obtaining comments takes longer to receive.

** Final RRA Report is due by June 30, 2026. Schedule presented is based on Town approval of this proposal by February 9, 2026.

SUMMARY OF PROPOSED FEES

Proposed Lump Sum labor costs and associated expense for engineering services are \$36,866. A breakdown is provided in Attachment A.

Work requested by the Town outside this scope of work, shall be completed if specifically directed by the Town, on an hourly basis in accordance with the rates listed in Attachment A. Proposed labor costs and associated expenses for engineering services are tabulated below and provided in **Attachment A**.

Engineering Services	Fees
Task 1 — Water System Risk and Resilience Assessment	\$31,906 (Lump Sum)
Task 2 — Emergency Response Plan Update	\$4,460 (Lump Sum)
Reimbursable Expenses	\$500 (Not-to-Exceed)
TOTAL PROJECT COST	\$36,866

The Consultant may not commence work on any Consultant Service Authorization approved by the Town without a further written notice to proceed.

Approved by:

TOWN OF LANTANA

BAXTER & WOODMAN, INC.

Date: _____

Date: 1/19/2026

Town Manager

Rebecca Travis
Rebecca Travis, P.E., Executive Vice President

Attest: _____

Attest: [Signature]

Reviewed by: Town Attorney

State of Florida

County of Palm Beach

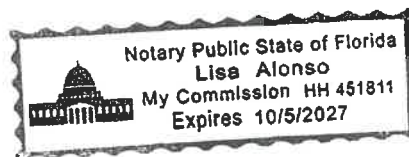
The foregoing instrument was acknowledged before me this 19 day of January, 2026 by Rebecca Travis, Executive Vice President of Baxter & Woodman, Inc., an Illinois corporation, on behalf of the corporation. He/She is (personally known to me) or (has produced identification), Florida Driver's License _____ and (did/did not) take an oath.

[Signature]

Signature of person taking Acknowledgement

Lisa Alonso

Signature of Acknowledger Typed, Printed or Stamped



Attachment A
Town of Lantana
AWIA Risk and Resilience Assessment and Emergency Response Plan Updates
Baxter & Woodman, Inc. Fee Table

Task No.	Task Description	Labor Classification and Hourly Rates										Total
		Principal Engineer \$178.61	Sr. Engineer \$162.37	Engineer \$124.49	Sr. Inspector \$119.07	Inspector \$97.42	Sr. Engineer Tech \$119.07	Cadd/GIS \$102.84	Clerical \$75.78	Total Labor	Sub- Consultant Services	
1	Water System Risk and Resilience Assessment											
1.1	Project Kick-off Meeting	2	4	4						\$1,505		\$1,505
1.2	Potable Water System Analysis	4	30	40				6		\$11,182		\$11,182
1.3a	Draft RRA Report	6	30	40				6	4	\$11,843		\$11,843
1.3b	Final RRA Report	4	20	25					4	\$7,377		\$7,377
	Subtotal:	16	84	109	0	0	0	12	8	\$31,907	\$0	\$31,907
2	Emergency Response Plan	4	12	12					4	\$4,460		
	Subtotal:	4	12	12	0	0	0	0	4	\$4,460	\$0	\$4,460
	Labor Subtotal Hours	20	96	121	0	0	0	12	12			
	Labor Subtotal Costs	\$3,572	\$15,588	\$15,063	\$0	\$0	\$0	\$1,234	\$909	\$36,366	\$0	\$36,366
	Labor Total Costs (Lump Sum)	\$36,366										
	Subconsultant Costs Total	\$0										
	Subconsultant Multiplier	1.1										
	Subconsultant Total (Lump Sum)	\$0										
	Reimbursable Expenses (Not-to-Exceed)	\$500										\$500
	Project Total	\$36,866										\$36,866