

LANTANA TOWN COUNCIL

DAVID J. STEWART, MAYOR _____
LYNN J. MOORHOUSE, VICE MAYOR _____
MALCOLM BALFOUR, VICE MAYOR PRO TEM _____
KAREN LYTHGOE, COUNCILMEMBER _____
MARK ZEITLER, COUNCILMEMBER _____
LANTANA STAFF
DEBORAH S. MANZO, TOWN MANAGER _____
R. MAX LOHMAN, TOWN ATTORNEY _____
KATHLEEN DOMINGUEZ, TOWN CLERK _____
PUBLIC IN ATTENDANCE _____

IMPORTANT NOTICE REGARDING COVID-19 AND PUBLIC ACCESS:

Please be advised that seating in the Council Chambers is limited.

PUBLIC COMMENT PARTICIPATION:

- Outside speakers will be turned on during all public meetings.
- Chairs will be provided for citizens to use during public meetings.
- A sign-in table will be placed outside with a collection box for the blue comment cards. A staff member will obtain the collection basket before and during meetings.
- Any person may be heard by the Town Council during the public comment period for no more than 3 minutes. The speaker's podium will be placed by the Chambers entrance/exit door. The public may enter the chambers to make their comments and then must exit back outside.
- Comments may also be submitted by 5pm before the meeting via the online public comment form available on the Town's website or by contacting Kathleen Dominguez, Town Clerk via email: kdominguez@lantana.org or BY phone: (561) 540-5016.

***NOTE: THIS TOWN COUNCIL MEETING CAN ALSO BE ACCESSED ONLINE.
PLEASE SEE THE LAST PAGE FOR DETAILS. ***

1. ROLL CALL, MOMENT OF SILENT PRAYER, PLEDGE OF ALLEGIANCE:**2. APPROVAL OF MINUTES:**

- a. Minutes of the Town Council Meeting of May 11, 2020.
- b. Amended minutes of the Town Council Meeting of April 27, 2020.

3. AGENDA APPROVAL:

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

4. STAFF AND COMMITTEE REPORTS:

- a. Council Reports
- b. Town Manager Report

5. ORDINANCES AND RESOLUTIONS:

- a. NONE

6. MISCELLANEOUS:

***a. SE19-0006** Consideration of approval of the Special Exception Use “vehicle rental” within the Train Depot Overlay Zone Sub Area, pursuant to Section 23-96(d)(12) of the Town of Lantana Code of Ordinances for the property located at 200 W. Lantana Road. **(No action can be taken on this item, as waivers are required for approval and none have been applied for. Staff recommends indefinite postponement.)**

***b. SE20-0003** Consideration of approval of an amendment to the Water Tower Commons Mixed Use Development Master Signage Program (SE19-0004, SE18-0003, SE17-0012, SE17-0002, SE16-0004, SE15-0002) for the property located at 1199 W. Lantana Road.

c. Consideration of a request to enter into a partnership with Brightline for a federal grant to improve the railroad crossings at W. Ocean Ave. and Central Blvd. Brightline is requesting a local match for the grant in the amount of \$35,165.

d. Consideration of a request to approve an Interlocal Cooperation Agreement with Palm Beach County for purpose of certain federal community development funds from the U.S. Department of Housing and Urban Development.

e. Consideration of temporary fee waivers for the Development Services Department due to COVID-19.

f. Consideration of extending the agreement for School Crossing Guard Services with Waterfield Florida Staffing, LLC d/b/a Staffing Connection/Action Labor Management for an additional two (2) year term.

7. STATEMENTS FROM THE PUBLIC:

8. ITEMS FOR FUTURE AGENDAS (subject to change):

June 22, 2020	<ul style="list-style-type: none">• Consideration of authorizing the purchase of three (3) 2020 Ford Police Interceptor Utility AWD police vehicles in an amount not to exceed \$107,853.• Town Council Orientation – Sunshine Law Review, Quasi-Judicial procedures, & Public Official Ethics
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Future Events/Important Dates

June 22, 2020	Town Council Meeting, 7:00 p.m. – Town Hall
July 04, 2020	4 th of July Holiday, Town Hall Closed
July 04, 2020	Independence Day – Fireworks Show, 9:05 p.m. (Parks will be closed. No live music or activities due to COVID-19.)
July 13, 2020	Budget Workshop, 5:30 p.m. – Town Hall
July 13, 2020	Town Council Meeting, 7:00 p.m. – Town Hall

9. COUNCIL COMMENTS:

10. ADJOURNMENT:

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<https://global.gotomeeting.com/join/312221301>

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“If a person decides to appeal any decision made by the Town Council with respect to any matter considered at subject meeting, he will need a record of the proceedings and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.” (F.S. 286.0105)

**TOWN OF LANTANA
REGULAR MEETING MINUTES
May 11, 2020**

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

Mayor Stewart called the regular meeting to order at 7:00 p.m. He provided an opening statement explaining the modified meeting procedures and limited public access due to the Coronavirus pandemic.

Mrs. Dominguez called the roll.

Mayor Stewart led a moment of silent prayer followed by the Pledge of Allegiance. During the silent prayer, Mayor Stewart remembered long-time resident Mercedes Lopez Figueroa.

PRESENT: Mayor Stewart, Vice Mayor Moorhouse, Councilmember Lythgoe, and Councilmember Zeitler.
*Vice Mayor Pro Tem Balfour attended the meeting via phone.

***Clerk's Note:** Pursuant to Executive Order 20-69, issued by the Office of Governor Ron DeSantis on March 20, 2020, municipalities may conduct their meetings without having a quorum of its members physically present or at any specific location, and its members may utilize telephonic or video conferencing technology in lieu of being physically present.

2. APPROVAL OF MINUTES:

a. Minutes of the Town Council Meeting of April 27, 2020.

Motion: Vice Mayor Moorhouse made a motion to approve the regular meeting minutes of April 27, 2020. Councilmember Zeitler seconded the motion. Motion passed 5-0.

3. AGENDA APPROVAL:

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

Motion: Councilmember Zeitler made a motion to approve the agenda. Vice Mayor Moorhouse seconded the motion. Motion passed 5-0.

4. STAFF AND COMMITTEE REPORTS:

a. Council Reports

Vice Mayor Moorhouse commended Public Works staff for their dedication towards repairing the broken water main line that occurred last week.

Mayor Stewart echoed Vice Mayor Moorhouse's above comments and commented on the importance of succession planning for Public Works employees.

Vice Mayor Pro Tem Balfour brought up the Council Report he provided on April 27, 2020 regarding the Lantana Police Department's participation in a birthday parade that was thrown for a little girl on Hypoluxo Island. He added that the Lantana Police Department also participated in another parade in Lantana on the west side of Town that same day.

b. Town Manager Report

Town Manager Manzo provided a COVID-19 update. She announced the recent orders from the State on the phased reopening of Florida and the County's directives for reopening public parks, golf courses, tennis courts, boating and other recreational activities. She gave an overview of the County's decision to tentatively reopen the beaches and provided the County's recommendations to continue wearing face coverings, washing hands, and keeping a 6 feet physical distance when out in public or to stay home. She also explained how these directives will be implemented in the Town.

Town Manager Manzo announced that staff is preparing to hold a fireworks display only event for Independence Day. She further added that the parks will be closed during the fireworks display and that there will be no live music or Town sponsored activities offered on July 4th due to COVID-19. She spoke regarding staff's participation in phone conferences daily including evenings and weekends with County and State Health Officials to stay informed and reminded everyone to check the town's website for up to date Coronavirus information.

Nicole Dritz, Development Services Director, commended Town Manager Manzo for her leadership and vigilance during this pandemic. She provided an overview of the Town's Temporary Outdoor Seating permit process in response to the Governor's Executive Order No. 20-112 to help out local businesses.

Town Manager Manzo commented that the Town Code has provisions that allow this process while others municipalities may not have that flexibility.

Mayor Stewart requested staff share the Town's Temporary Outdoor Seating information with the Mayor of Lake Worth.

c. Proclamation Recognizing May 3rd – 9th as "Municipal Clerk's Week"

Mayor Stewart presented a proclamation recognizing the week of May 3rd through the 9th as Municipal Clerk's Week in the Town of Lantana.

d. Proclamation Recognizing May 17th – 23rd as "Public Works Appreciation Week"

Mayor Stewart presented a proclamation recognizing the week of May 17th through the 23rd as Public Works Appreciation Week in the Town of Lantana.

e. Proclamation Recognizing ~~May 29, 2020~~ June 4, 2020 as "Arbor Day" in the Town of Lantana

Mayor Stewart presented a proclamation recognizing June 4, 2020 as "Arbor Day" in the Town of Lantana.

5. ORDINANCES AND RESOLUTIONS:

a. NONE

6. MISCELLANEOUS:

a. Presentation of the proposed Architectural Plans for the Lantana Public Library.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Vice Mayor Pro Tem Balfour disclosed he spoke with Bob Barfknecht. Councilmember Zeitler disclosed he spoke with Town Manager Manzo. Councilmember Lythgoe disclosed she spoke with Bob Barfknecht, Town Manager Manzo and residents. Vice Mayor Moorhouse disclosed he spoke with Bob Barfknecht, is on the Library Committee and was in attendance for the presentations provided to the Committee members by the competing architects at prior meetings. Mayor Stewart disclosed he spoke with Bob Barfknecht, Town Manager Manzo and Development Service Director Nicole Dritz.

Sam Ferreri, PGAL Architects, provided a PowerPoint presentation of the Library redesign which included the final site plan and cost estimates. He answered questions from the Councilmembers.

Bob Barfknecht, Library Foundation, spoke regarding his passion for the project. He went over the portion of the project that would be funded by the Library Foundation and requested the Town pay for the remaining \$300,000.00 balance. He answered questions from the Councilmembers.

In response to a question from Mayor Stewart, Mr. Barfknecht stated that the existing historic specimen tree (ponytail palm) will remain on the site should the Town proceed with the project.

The following members of the public spoke in support of the project:

Kathi Gundlach, 121 Park Lane East, Hypoluxo, FL 33462

David Arm, 112 East Iris Ave, Lantana, FL 33462

Teresa Wilhelm, 1215 Palermo Way, Lantana, FL 33462

Michelle Donahue, 306 S. Atlantic Dr., Lantana, FL 33462

Media Beverly, 1424 S. Atlantic Dr., Lantana, FL 33462

There was Council discussion.

It was the consensus of the Town Council to listen to the competing proposal in agenda item 6b before voting on this item.

- b. Presentation of proposed plans from Tony Mauro regarding property located at 205 W. Ocean Avenue and the Lantana Public Library.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Vice Mayor Pro Tem Balfour disclosed he spoke with Bob Barfknecht and Media Beverly. Councilmember Zeitler disclosed he spoke with Town Manager Manzo. Vice Mayor Moorhouse and Councilmember Lythgoe disclosed they spoke with Town Manager Manzo and multiple residents. Mayor Stewart disclosed he spoke with Town Manager Manzo, Development Service Director Nicole Dritz, David Arm, Media Beverly and multiple residents.

Tony Mauro, 200 N. 3rd St. LLC, presented his conceptual plans for a hotel development on the Library site and its two adjacent properties. He provided more detail on the various options that were proposed in his letter to the Town dated February 13, 2020 and answered questions from the Councilmembers.

Mr. Mauro answered questions about the hotel design layouts, the minimum building height, stories and number of units needed to successfully fund a new library building in another location at no cost to the Town.

Town Manager Manzo compared the number of acres and square footage for the parcel of land proposed by Mr. Mauro in exchange for the Library to the Library's current location with the 33% extra space from the redesign project included. She commented on the property appraisals and construction costs for building a new library at 500 Greynolds Circle and the Lantana Road location versus the current site. She also clarified how the one cent surtax can be applied towards the funding of a new library at a new location.

The following members of the public commented on this item:

Michelle Donahue, 306 S. Atlantic Drive.

There was discussion from the Council.

Motion: Vice Mayor Moorhouse made a motion to approve moving forward with the Library plans and funding

request as submitted by the Library Foundation and authorize PGAL and the Library Foundation to work with the Town Manager on this project. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

Motion: Vice Mayor Moorhouse made a motion to approve funding the remaining \$303,000 portion for the Library project from undesignated reserves. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

Town Manager Manzo thanked Sam Ferrari, Bob Barfknecht and Kristine Kreidler for all of their hard work.

- c. Consideration of an Interlocal Agreement with the Palm Beach County School Board for the mutual use of Recreational Facilities.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Vice Mayor Pro Tem Balfour, Councilmember Lythgoe and Councilmember Zeitler disclosed they spoke with the Town Manager. Vice Mayor Moorhouse and Mayor Stewart had no disclosures.

There were no public comments for this item.

There was no Council discussion.

Motion: Councilmember Lythgoe made a motion to approve the Interlocal Agreement with the Palm Beach County School Board for mutual use of recreational facilities and to authorize the Mayor to execute the same and any amendments hereto. Councilmember Zeitler seconded the motion. Motion passed 5-0.

- d. Consideration of awarding a Contract to CH Global Construction, LLC for the construction of the New Public Restrooms at the Town's Bicentennial Park an amount not to exceed \$114,762.65.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Each Councilmember disclosed they spoke with Town Manager Manzo.

Joel Sanchez, CH Global Construction, LLC, thanked the Town for the opportunity.

There was no Council discussion.

Motion: Vice Mayor Moorhouse made a motion to approve a contract with CH Global Construction, LLC. in an amount not to exceed \$114,762.65 for the construction of the Bicentennial Park Public Restrooms and authorize the Town Manager to execute same and any amendments thereto using the One Cent Surtax. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

- e. Consideration of Approval of the Expenditure of Funds from the Law Enforcement Trust Fund (LETf) For Crime Prevention Supplies and Narcotics Related Investigations.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Each Councilmember with the exception of Mayor Stewart disclosed they spoke with Town Manager Manzo. Mayor Stewart had no disclosures.

There were no members of the public who commented on this item.

There was no Council discussion.

Motion: Councilmember Zeitler made a motion approve the authorization for the expenditure for forfeiture of

funds from the Town's Law Enforcement Trust Fund in an amount not to exceed \$9,000.00. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

f. Presentation of Centennial Celebration.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Each Councilmember with the exception of Mayor Stewart disclosed they spoke with the Town Manager. Mayor Stewart disclosed he spoke with Development Services Director Nicole Dritz and resident Lyn Tate.

Nadine Shawah, Recreation Supervisor, provided a PowerPoint presentation of the Town's Centennial Celebration which included the design for the banners and logos, event timeline and activities, a public art structure, a hard cover Town of Lantana book, the planting of 100 native trees, four (4) 6' x 6' "Welcome to Lantana" entrance signs made from cedar and the cost for each item. She answered questions from the Councilmembers.

Town Manager Manzo clarified which items presented need to be approved by the Town Council and that \$200,000 is needed to fund the Centennial Celebration event.

There were no members of the public who commented on this item.

There was Council discussion.

Town Manager Manzo requested staff use plastic plaques instead of metal plaques for the native tree planting signs since they are more durable.

It was the consensus of the Town Council to approve the following items:

- **Placing a "th" at the end of 100 and keeping the seahorse design on the event banners.**
- **To appropriate a \$100,000 budget for the construction of an iron public art structure at Bicentennial Park and to install it using Option #3 for the location.**
- **To proceed with the creation of a hard cover Town Book that is larger than the 7x7 size presented and to use option #2 for the number of printed copies. Staff was directed to bring back the hard cover for the Town Book to the Town Council for final approval.**
- **To proceed with the native tree plantings throughout Town. Mayor Stewart requested staff look into planting Lantana flowers at the base of the native trees.**
- **To proceed with Option #3 for the "Welcome to Lantana" entrance signs.**
- **To appropriate \$200,000 for funding the event using the budget, reserves and donations.**

g. Consideration of a request to cancel the May 21, 2020 Special Magistrate Hearing.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Each Councilmember with the exception of Mayor Stewart disclosed they spoke with Town Manager Manzo. Mayor Stewart disclosed he spoke with Development Services Director Nicole Dritz.

There were no members of the public who commented on this item.

There was no Council discussion.

Motion: Vice Mayor Moorhouse made a motion to approve the cancelation of the May 21, 2020 Special Magistrate Hearing and authorize the Town Manager to follow the lead of Palm Beach County for the cancellation of future Special Magistrate Hearings during the COVID-19 Pandemic. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

7. STATEMENTS FROM THE PUBLIC:

There were no statements from the public.

8. ITEMS FOR FUTURE AGENDAS (subject to change):

Mayor Stewart announced future agenda items, important dates and events.

9. COUNCIL COMMENTS:

Vice Mayor Moorhouse thanked everyone for supporting the Library redesign project.

Mayor Stewart provided the reasons he supported allocating funds from the Town's reserves for the Library redesign project and Centennial Celebration.

Town Manager Manzo commented on how fortunate the Town has been financially throughout the pandemic.

10. ADJOURNMENT:

The motion was made and carried unanimously. There being no further discussion, the meeting adjourned at 10:00 p.m.

Aye

Nay

Mayor Stewart

Vice Mayor Moorhouse

Councilmember Balfour

Councilmember Lythgoe

Councilmember Zeitler

ATTEST:

Kathleen Dominguez, CMC, Town Clerk

**TOWN OF LANTANA
REGULAR MEETING MINUTES
April 27, 2020**

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

Mayor Stewart called the regular meeting to order at 7:00 p.m. He provided an opening statement explaining the modified meeting procedures and limited public access due to the Coronavirus pandemic.

Mrs. Dominguez provided an opening statement explaining public participation procedures and called the roll.

Mayor Stewart led a moment of silent prayer followed by the Pledge of Allegiance. During the silent prayer, he remembered Charlene Lechefflard, Junka Linedecker and Palm Beach Maritime Academy Principal Reno Boffice.

PRESENT: Mayor Stewart, Vice Mayor Moorhouse, Councilmember Lythgoe, and Councilmember Zeitler.
*Vice Mayor Pro Tem Balfour attended the meeting remotely by phone.

***Clerk's Note:** Pursuant to Executive Order 20-69, issued by the Office of Governor Ron DeSantis on March 20, 2020, municipalities may conduct their meetings without having a quorum of its members physically present or at any specific location, and its members may utilize telephonic or video conferencing technology in lieu of being physically present.

ALSO PRESENT: Deborah S. Manzo, Town Manager; Kathleen Dominguez, Town Clerk; R. Max Lohman, Legal Counsel and approximately 10 spectators.

2. APPROVAL OF MINUTES:

a. Minutes of the Town Council Meeting of April 13, 2020.

Motion: Vice Mayor Moorhouse made a motion to approve the regular meeting minutes of April 13, 2020. Councilmember Zeitler seconded the motion. Motion passed 5-0.

3. AGENDA APPROVAL:

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

Motion: Vice Mayor Moorhouse made a motion to approve the agenda, as submitted. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

4. STAFF AND COMMITTEE REPORTS:

a. Council Reports

Vice Mayor Pro Tem Balfour expressed how proud he was with a recent parade that took place on the south end of Hypoluxo Island with the Lantana Police Department and Palm Beach County Fire Rescue to celebrate a little girl's birthday.

Mayor Stewart addressed a recent letter he received from a resident regarding the closing of the Town's boat ramps. He explained that the Town is following the State and County's directives that apply to all municipalities with respect to the closing and reopening of recreational facilities.

b. Town Manager Report

Town Manager Manzo provided a Coronavirus (COVID-19) update. She announced the Town and the County have extended their state of local emergency declarations until May 1, 2020. She announced the issuance of Palm Beach County's Emergency Order Number 5 and its applicability to the reopening of the Town's parks, recreational facilities and boating and marine activities with certain restrictions. She also announced the new testing site locations and food sharing centers in Palm Beach County.

Town Manager Manzo requested approval from the Town Council to suspend the penalties associated with water utility accounts effective April 24, 2020. She answered questions from the Council regarding the effective date and duration. She also provided an update on the North 7th Street Sidewalk installation project which included historical background on the public discussions that took place at the Town Council meetings during the design and approval process.

There were no individuals from the public who commented on this agenda item.

There was discussion from the Council.

Stephen Kaplan, Director of Finance, clarified the time period needed for the penalties associated with water utility accounts.

Motion: Vice Mayor Moorhouse made a motion to suspend the penalty fee applied or to-be applied to water utility accounts effective April 24, 2020, through the last billing cycle after the Town's State of Local Emergency has expired. Councilmember Zeitler seconded the motion. Motion passed 5-0.

5. ORDINANCES AND RESOLUTIONS:

- a.** Consideration of Ordinance No. O-05-2020, amending Chapter 23. Zoning of the Town Code of Ordinances to add "Vehicle Rental" as a separate special exception use in both the C1 and C2 districts, to amend the special exception use of "Vehicle sales, rental, and/or repair" such that it shall now be "Vehicle sales, service, and repair" and to permit "Vehicle rental" in the train depot overlay zone.
Remarks: Second Reading.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Vice Mayor Pro Tem Balfour disclosed he spoke with citizens and David Arm. Vice Mayor Moorhouse disclosed he spoke with David Arm and visited the property. Councilmember Lythgoe disclosed she spoke with residents and property owners. Councilmember Zeitler disclosed he spoke with the Town Manager. Mayor Stewart disclosed he spoke with Development Services Director Nicole Dritz, David Arm and many residents.

Town Attorney Lohman read the Ordinance title:

ORDINANCE NO. O-05-2020

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, AMENDING CHAPTER 23. ZONING. AT SECTION 23-96. C1 COMMERCIAL DISTRICT. TO AMEND THE SPECIAL EXCEPTION USE OF "VEHICLE SALES, RENTAL, AND/OR REPAIR" SUCH THAT IT SHALL NOW BE "VEHICLE SALES, SERVICE, AND/OR REPAIR" AND TO ADD "VEHICLE RENTAL" AS A SEPARATE SPECIAL EXCEPTION USE; FURTHER AMENDING CHAPTER 23. AT SECTION 23-97. C2 COMMERCIAL DISTRICT. TO AMEND THE SPECIAL EXCEPTION USE OF "VEHICLE SALES, RENTAL, AND/OR REPAIR" SUCH THAT IT SHALL NOW BE "VEHICLE SALES, SERVICE, AND/OR REPAIR" AND TO ADD "VEHICLE RENTAL" AS A SEPARATE SPECIAL EXCEPTION USE; PROVIDING THAT THE REMAINDER

OF CHAPTER 23. SHALL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ENACTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Nicole Dritz, Development Services Director, provided the recommendation of the Planning Commission and answered questions from the Council.

Steve Dworkin, applicant, New Urban Lantana Rd., 3440 Colonnade, Wellington, FL, presented the reasons why the Town should adopt the ordinance and allow a Special Exception use for vehicle rentals within a Train Depot Sub Area and presented a photo of the specific location in question.

The following individuals from the public commented on this item:
David Arm, 212 Iris Ave., Lantana, FL 33462

There was Council discussion.

Motion: Councilmember Lythgoe made a motion to approve Ordinance No. O-05-2020, on second and final reading. Councilmember Zeitler seconded the motion. Motion passed 4-1 (Nay: Vice Mayor Moorhouse).

- b.** Consideration of Resolution No. R-02-2020 amending the FY 2019-2020 budget in accordance with Budget Resolution No. R-08-2019.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Each councilmember and the Mayor disclosed they spoke with Town Manager Manzo.

Town Attorney Lohman read the Resolution title:

RESOLUTION NO. R-02-2020

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, AMENDING ITS FISCAL YEAR 2019 - 2020 BUDGET IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION R-08-2019; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

There were no individuals from the public who commented on the agenda item.

There was no Council discussion.

Motion: Vice Mayor Moorhouse made a motion to approve Resolution No. R-02-2020, providing for amendments to the fiscal year 2019-2020 budget. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

- c.** Consideration of Resolution No. R-04-2020 updating the Town Fees and Charges Schedule and repealing Resolution No. R-04-2019.

Mayor Stewart provided an overview of the agenda item and asked for disclosures.

Each councilmember disclosed they spoke with the Town Manager. Mayor Stewart disclosed he spoke with the Town Manager and the Development Services Director Nicole Dritz.

Town Attorney Lohman read the Resolution title:

RESOLUTION NO. R-04-2020

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LANTANA, FLORIDA, ADOPTING AN UPDATED AND REVISED SCHEDULE OF FEES AND CHARGES FOR VARIOUS SERVICES RENDERED BY THE TOWN OF LANTANA FOR ITS CITIZENS AND OTHER MEMBERS OF THE PUBLIC; PROVIDING THAT THIS SCHEDULE OF FEES AND CHARGES SHALL BE AVAILABLE DURING REGULAR BUSINESS HOURS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

There were no individuals from the public who commented on this agenda item.

There was no Council discussion.

Motion: Vice Mayor Moorhouse made a motion to approve Resolution No. R-04-2020. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

6. MISCELLANEOUS:

- *a. SE19-0006 Consideration of a request for a Special Exception to allow for a vehicle rental use in the Train Depot Sub Area Section pursuant to Section 23-96(d)(12) of the Town of Lantana Code of Ordinances for the property located at 200 W. Lantana Road. ***POSTPONED** from March 23, 2020.

Mayor Stewart provided an overview of the agenda item, explained quasi-judicial procedures and asked for disclosures.

Vice Mayor Moorhouse disclosed he spoke with the Town Manager, several residents and David Arm. Vice Mayor Pro Tem Balfour disclosed he spoke with the Town Manager and David Arm. Councilmember Zeitler disclosed he spoke with the Town Manager. Councilmember Lythgoe disclosed she spoke with the Town Manager, several residents and property owners. Mayor Stewart disclosed he spoke with several residents, the Town Manager, and the Development Services Director Nicole Dritz.

Town Attorney Lohman swore in the following individuals who commented on this item: Nicole Dritz, Development Services Director, Steve Dworkin, 3440 Colonnade, Wellington FL, David Arm, 212 Iris Ave. Lantana, FL 33462 and Adam Gearheart, 117 W. Saratoga Blvd. Royal Palm Beach, FL.

Nicole Dritz, Development Services Director, provided staff's recommendation. She explained staff's recommendation for approval of the special exception with the condition that a site plan is submitted and reviewed. She also went over the specific items to be addressed by the applicant in the site plan and answered questions from the Councilmembers.

Steve Dworkin, petitioner for the applicant, New Urban Lantana Rd., 3440 Colonnade, Wellington, FL, provided a PowerPoint presentation of the proposed redesign of the existing building located at 200 W. Lantana Road for the purpose of vehicle rental use by Enterprise Rent-a-Car. He requested approval of the special exception application in addition to the proposed building redesign. He stated that the applicant is prepared to enter into a parking covenant for the property and answered questions from the Councilmembers.

Development Services Director Dritz addressed concerns raised by the Councilmembers. She added that the marked parking stalls provided in the presentation exceed the minimum requirements required by Town code.

In response to questions from the Councilmembers, Attorney Lohman clarified that a parking covenant runs with the land and would not be restricted to the party who signed the agreement. He explained the process for authorizing the special exception today on a conditional basis while the applicant addresses the site plan issues with staff. He also explained the options available to the Town Council with respect to approving the building redesign plans on a conditional basis versus approving the special exception application and site plan all at once.

In response to questions from the petitioner, Attorney Lohman explained the process for requesting a waiver of design criteria in the event the site plans do not meet the criteria listed in the Town's Code.

The following individuals from the public commented on this item:

David Arm, 212 Iris Ave., Lantana, FL. 33462

Adam Gearheart, Property Development Manager for Enterprise Rent-a-Car, 5105 Johnson Rd., Coconut Creek, FL., addressed questions and concerns from the Councilmembers regarding the mobilization and transport the of rental cars, the car wash area, and the car cleaning and wastewater removal processes.

There was Council discussion.

~~**Motion:** Vice Mayor Moorhouse made a motion to postpone the approval of Special Exception SE19-0006 to the June 8, 2020, Town Council meeting and request the applicant to submit the Development Services Director with a traffic analysis, site plan and final building design plans. Mayor Stewart seconded the motion. Motion passed 4-1 (Nay: Councilmember Lythgoe).~~

AMENDED MOTION: Vice Mayor Moorhouse made a motion to postpone the approval of Special Exception SE19-0006 to the June 8, 2020 Town Council meeting and request the applicant to submit the following information to the Development Services Director: traffic performance, site plan, final building design plans, car wash facility location and its potential impact on noise and water overflow. Mayor Stewart seconded the motion. Motion passed 4-1 (Nay: Councilmember Lythgoe).

- b.** Consideration of a request to designate specified tangible personal property as surplus municipal property.

Mayor Stewart introduced the agenda item and asked for disclosures.

Each councilmember disclosed they spoke with the Town Manager. Mayor Stewart disclosed he spoke with the Town Manager and his wife.

There were no individuals from the public who commented on this item.

There was Council discussion.

Eddie Crockett, Director of Operations, addressed questions from the Mayor and councilmembers about the maintenance and age of the trucks and other equipment on the list.

Motion: Vice Mayor Moorhouse made a motion to approve the designation of the capital assets listed in Attachment "A" as surplus municipal property and authorize the disposal of this property at the Town Manager's discretion. Councilmember Lythgoe seconded the motion. Motion passed 5-0.

7. STATEMENTS FROM THE PUBLIC:

Mary Smith, 102 Halfmoon Circle, Hypoluxo, FL., expressed her disappointment with the sound quality of the outside speakers and the restricted public access to the Council Chambers. She requested the Councilmembers

Speak directly into their microphones in the future.

8. ITEMS FOR FUTURE AGENDAS (subject to change):

Mayor Stewart announced future agenda items, important dates and events.

9. COUNCIL COMMENTS:

Town Manager Manzo addressed the sound issues with the outside speakers and the inside microphones. She also shared her belief that the Florida Governor will extend the State's restrictions on gatherings of ten (10) or more people in a building.

10. ADJOURNMENT:

The motion was made and carried unanimously. There being no further discussion, the meeting adjourned at 9:17 p.m.

Aye

Nay

Mayor Stewart

Vice Mayor Moorhouse

Councilmember Balfour

Councilmember Lythgoe

Councilmember Zeitler

ATTEST:

Kathleen Dominguez, CMC, Town Clerk

**TOWN OF LANTANA
Agenda Item Summary**

AGENDA ITEM: SE19-0006 Consideration of approval of the Special Exception Use “vehicle rental” within the Train Depot Overlay Zone Sub Area, pursuant to Section 23-96(d)(12) of the Town of Lantana Code of Ordinances for the property located at 200 W. Lantana Road.

This item has been postponed.

ISSUE:

This item was discussed during the April 27, 2020 Town Council meeting. At that time Town Council made a motion to postpone the item until June 8th, pending the submittal of a site plan depicting the location of the car washing station and building design, along with confirmation from Palm Beach County that the intended use remains in compliance with traffic performance standards.


The applicant, New Urban Lantana Road, LLC, has not yet submitted the requested documents, nor has the applicant applied for any of the required waivers.

ATTACHMENT:

1. None

SAMPLE MOTION:

I move to postpone Special Exception SE19-0006 indefinitely and that the item be readvertised when the application is complete and scheduled for a hearing.

Department Director Approval:	Meeting Date: 06/08/2020	Town Council Action:
		

TOWN OF LANTANA
Agenda Item Summary

AGENDA ITEM: **Consideration of a request for an amendment to the Water Tower Commons Mixed Use Development Master Signage Program (SE19-0004, SE18-0003, SE17-0012, SE17-0002, SE16-0004, SE15-0002) for the property located at 1199 W. Lantana Road.**

ISSUE:

The applicant, Urban Design Kilday Studios, is requesting to modify the Master Sign Program of the Water Tower Commons MXD to include four types of temporary leasing signs for Phase 1 and Phase 2 of the residential development.

The Master Signage Program modification request includes the following:

Qty	Type	Program Indicator	Time Frame Requested	Staff Recommendation
2 per phase	Banner	11a	12 Months from time of installation	Approval with the following Conditions: 1. Banner signs shall be permitted facing Lantana Road only. 2. No more than two signs shall be displayed at one time. 3. Each sign shall be allowed for a total of 12 continuous months from permit issuance.
2 per phase	Announcing	11b	6 months after issuance of the last Certificate of Occupancy (CO).	Approval with the following Conditions: 1. No more than two announcing signs shall be displayed at one time. 2. The sign type shall be removed at the issuance of the final CO for each phase of residential development. 3. Announcing signs shall be subject to all other code regulations for the sign type.
1 per phase	Custom (Announcing V-Sign)	11c	6 months after issuance of the last Certificate of Occupancy (CO).	Denial
2 per phase	Custom (Fence Wrap)	11d	12 months from the time of installation.	Approval with the following Conditions: 1. No more than two fence wrap signs shall be displayed at one time 2. Each sign shall be allowed for a total of 12 continuous months from permit issuance.

ATTACHMENTS:

1. Special Exception Application
2. Master Sign Program
3. Sign Details

SAMPLE MOTION:

I move to (approve) (approve in accordance with staff recommendations) (deny) Special Exception SE20-0003 for the property located at 1199 W. Lantana Road known as Water Tower Commons MXD.

Department Director Approval: 	Agenda Date: 06/08/2020	Town Council Action:
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CASE #:

SUBMITTAL DATE:

TOWN OF LANTANA

504 Greynolds
Circle Lantana, FL
33462 561-540-5034

SPECIAL EXCEPTION APPLICATION

A complete submittal must include all the necessary copies and documentation required. Please contact the Community Planner at (561) 540-5034 regarding the total number of copies of the application form and backup documents, plans, proposed text change, support letters, survey etc.

All information must be printed or typed.

PROPERTY OWNER(S)

Name: _____

Address: _____

Phone: (_____) _____

Fax: (_____) _____

Email: _____

APPLICANT / AGENT

Name: _____

Address: _____

Phone: (_____) _____

Fax: (_____) _____

Email: _____

Chris.Hernandez@relatedgroup.com

TOWN OF LANTANA USE ONLY

ACCEPTED FOR REVIEW

Town Official: _____ Date: ____ / ____ / ____ Fee Paid: _____

Confirmation letter for water and sewer service included? YES NO **N/A**

Traffic concurrency letter included? YES NO **N/A**

**\$450 paid for SVAR20-0001
(incorrect application type). Applied
to this application.**

Town Action

Town Council: _____ Date: ____ / ____ / ____

Conditions of Approval:

General Information about the Property

Property Name: _____

Property Address: _____

Property Control Number: _____

Existing Zoning: _____

Proposed Zoning: _____

Existing Comprehensive Plan Designation: _____

Proposed Comprehensive Plan Designation: _____

Existing Use of Property: _____

Proposed Use of Property: _____

Total Site Area: _____ sq. ft. OR _____ Acres

16.1271 Acres Affected Area/
Residential West Phase 1

Total Building Square Footage: _____

Front Footage of Property (feet): _____

Is the site currently served by public water? ☒ YES ☐ NO

Is the site currently served by public sewer? ☒ YES ☐ NO

RESIDENTIAL

Approved

Total Number of Dwelling Units: Existing: _____ Proposed: _____

360 dwelling units in Affected Area/
Residential West Phase 1

Density (Units per acre): Existing: _____ Proposed: _____

22.3 DU/AC in Affected Area/
Residential West Phase 1

COMMERCIAL

Approved

Total square footage: _____ Number of Buildings: _____

A Special Exception is requested relative to Section # _____ of the Town of Lantana Zoning Code to allow:

Justification Statement

Each standard noted below must be addressed by applicant or the application will be deemed incomplete and will not be advertised for hearing.

1. **Appropriate Screening and Separation-** Please describe how all structures will be separated from adjacent and nearby uses by appropriate screening devices.
 2. **No Excessive Traffic.** Explain how excessive vehicular traffic will not be generated on residential streets.
 3. **No parking or Traffic Problems.** Explain how this will not create a vehicular parking or traffic problem.
 4. **Appropriate Drives, Walks, and Buffers.** Explain how appropriate drives, walks and buffers are installed and utilized.
 5. **Substantial Contribution.** Explain how the proposed use will make a substantial contribution to the neighborhood environment and will not infringe on the rights of properties in the vicinity of the
 6. **Public Safety.** Explain how the proposed use will not endanger, restrict, or impair public safety.
-

EXACT LEGAL DESCRIPTION OF PROPERTY

(Attach if insufficient space)



LEGAL DESCRIPTION:

A 16.126 ACRES PARCEL OF LAND, BEING A PORTION OF THE PLAT OF WATER TOWER COMMONS AS RECORDED IN PLAT BOOK 124, PAGES 198-200 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, AND LYING IN SECTION 33, TOWNSHIP 44 SOUTH, RANGE 43 EAST, PALM BEACH COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHWEST CORNER OF THE PLAT OF WATER TOWER COMMONS AS RECORDED IN PLAT BOOK 124, PAGES 198-200 OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE RUN ALONG THE NORTHERLY LINE OF SAID PLAT THE FOLLOWING 3 COURSES: S 89° 21' 49" E, A DISTANCE OF 750.52 FEET; THENCE N 00° 32' 31" E, A DISTANCE OF 175.00 FEET; THENCE S 89° 26' 06" E, A DISTANCE OF 426.78 FEET; THENCE LEAVING SAID NORTHERLY LINE, RUN S 00° 00' 26" E, A DISTANCE OF 320.88 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE SOUTHEASTERLY, HAVING A RADIUS OF 67.63 FEET, A CHORD BEARING OF S 41° 15' 52" W AND A CHORD LENGTH OF 99.62 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 94° 51' 44" FOR AN ARC LENGTH OF 111.98 FEET TO A POINT ON A NON-TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 15,185.35 FEET. A CHORD BEARING OF S 17° 34' 06" AND A CHORD LENGTH OF 20.53 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 00° 04' 39" FOR AN ARC LENGTH OF 20.53 FEET TO A POINT; THENCE S 18° 47' 37" E, A DISTANCE OF 162.50 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 67.67 FEET, A CHORD BEARING OF S 47° 08' 26" E AND A CHORD LENGTH OF 77.48 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 69° 50' 23", FOR AN ARC LENGTH OF 82.49 FEET TO THE POINT OF REVERSE CURVATURE OF A CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 30.00 FEET, A CHORD BEARING OF S 50° 39' 26" E AND A CHORD LENGTH OF 31.67 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 63° 43' 17" FOR AN ARC LENGTH OF 33.36 FEET TO THE POINT OF TANGENCY; THENCE S 18° 47' 47" E, A DISTANCE OF 14.28 FEET TO THE POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE WESTERLY, HAVING A RADIUS OF 21.12 FEET, A CHORD BEARING OF S 15° 04' 23" W AND A CHORD LENGTH OF 21.37 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 60° 47' 15" FOR AN ARC LENGTH OF 22.40 FEET TO A POINT; THENCE N 88° 28' 46" W, A DISTANCE OF 646.26 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE SOUTHERLY, HAVING A RADIUS OF 205.15 FEET, A CHORD BEARING OF S 71° 04' 30" W, AND A CHORD LENGTH OF 143.33 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 40° 53' 36" FOR AN ARC LENGTH OF 146.42 FEET TO THE POINT OF TANGENCY; THENCE S 50° 37' 42" W, A DISTANCE OF 295.49 FEET TO THE

AFOREMENTIONED EAST RIGHT OF WAY LINE OF ANDREW REDDING ROAD AND A POINT ON A NON-TANGENT CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 741.20 FEET, A CHORD BEARING OF N 41° 09' 09" W AND A CHORD LENGTH OF 19.89 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 01° 32' 16" FOR AN ARC LENGTH OF 19.89 FEET TO THE POINT OF TANGENCY; THENCE CONTINUE ALONG SAID EAST RIGHT OF WAY LINE THE FOLLOWING THREE COURSES AND DISTANCES; N 41° 55' 17" W, 100.00 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 639.85 FEET, A CHORD BEARING OF N 20° 43' 50" W AND A CHORD LENGTH OF 463.50 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 42° 28' 12" FOR AN ARC LENGTH OF 474.28 FEET TO THE POINT OF TANGENCY; THENCE N 00° 31' 33" E, A DISTANCE OF 207.56 FEET TO THE POINT OF BEGINNING;

SAID PARCEL CONTAINS 702,455 SQUARE FEET, OR 16.126 ACRES MORE OR LESS.

As applicable, please provide the name, address, email and telephone number for the following persons or firms who are involved in the development:

<u>Agent</u>	<u>Developer</u>
Name:	Name:
Company Name:	Company Name:
Address:	Address:
Phone:	Phone:
Email:	Email:

Chris.Hernandez@relatedgroup.com

Chris.Hernandez@relatedgroup.com

<u>Planner</u>	<u>Architect</u>
Name:	Name:
Company Name:	Company Name:
Address:	Address:
Phone:	Phone: Email:
Email:	Florida Registration Number:

<u>Engineer</u>	<u>Landscape Architect</u>
Name:	Name:
Company Name:	Company Name:
Address:	Address:
Phone: Email:	Phone: Email:
Florida Registration Number:	Florida Registration Number:

<u>Surveyor</u>	<u>Attorney</u>
Name:	Name:
Company Name:	Company Name:
Address:	Address:
Phone:	Phone: Email:
Email:	Florida Registration Number:

Current Occupant of Building or Property	Other
Name: Address:	Name: Address:
Phone: Email:	Phone: Email:

Applicant's Certification

(I) (We) affirm and certify that (I) (we) understand and will comply with all provisions and regulations of the Town of Lantana, Florida. (I) (We) understand that if this application is approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be part of the Town of Lantana, (if not already) and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive and Zoning Ordinance. (I) (We) further certify that all statements and diagrams submitted herewith are true and accurate to the best of (my) (our) knowledge and belief. Further, (I) (we) understand that this application and attachments become part of the Official Records of the Town of Lantana, Florida, and are not returnable.

Williams

Witness

[Signature]

Signature of Applicant

[Signature]

Witness

Ron Melendez

Printed Name of Applicant

2-19-2020

Date

Applicant is:

☒ Owner
☐ Optionee
☐ Lessee
☐ Agent
☐ Contract Purchaser

Address:

315 S BISCAYNE BLVD
Floor 4
MIAMI, FL 33131

Phone: (305) 533-0044 Fax ()

Email: RHELENDEZ@RELATEDGROUP.COM
CHRIS.HERNANDEZ@RELATEDGROUP.COM

OWNERS AUTHORIZATION

(I) (We) affirm and certify that RON HELENDEZ, the applicant, is hereby authorized to represent me in all dealings regarding this petition with the Town of Lantana.

Williams

Witness

[Signature]

Signature of Owner

[Signature]

Witness

Ronald Melendez

Printed Name of Owner

2-19-2020

Date

May 8, 2020

Ms. Nicole Dritz
Development Services Director
Town of Lantana
500 Greynolds Circle
Lantana, Florida 33462



**RE: WATER TOWER COMMONS
REQUEST FOR SPECIAL EXCEPTION AMENDMENT
MASTER SIGN PROGRAM – RESIDENTIAL
UDKS REF. #12-069.0015 (PL)**

Urban Planning and Design
Landscape Architecture
Communication Graphics

Dear Ms. Dritz:

Lantana I Owner LLC, the property Owner and Applicant, respectfully submits the attached supplemental documents, including amended Master Sign Program, for the Special Exception request currently on file with the Town, previously filed by the Applicant. The request is to allow a modification to the Master Sign Program for the Water Tower Commons Planned Mixed Use Development (PMXD) to allow four (4) types of temporary leasing signs for the Phase 1 and Phase 2 residential components of the Water Tower Commons Planned Mixed Use Development (PMXD), as approved.

The following are the proposed sign types along with brief descriptions of each. All temporary leasing signs are proposed for the residential components of the PMXD.

Banner Sign – single face leasing sign to be installed on the existing wall system.

Announcing Sign – single face leasing ground sign.

Announcing V-Sign – double faced V shape leasing ground sign.

Fence Sign – single face leasing signage to be installed on the existing fence system along Lantana Road.

RESIDENTIAL COMPONENT HISTORY

All sites within the PMXD have a Future Land Use and Zoning of the Planned Mixed Use Development. There are no changes proposed as a result of this request to amend the Special Exception Use to add temporary leasing signage for the residential components. Additionally, there are no modifications to the commercial component or any related signage that is part of the PMXD.

On January 29, 2018, the Town approved an Order of the Town Council for Case No. SE17-0012 approving an amendment to the Special Exception allowing a reduction in the required parking, amend the Master Signage Program to add three (3) additional monument signs for the west residential pod, and to amend the Master Plan as required. The Town Council also approved an Order of the Town Council for Case No. SP17-0007 and LP17-0007, approving the site plan and landscape plan for a 360 dwelling unit residential development within the westernmost 16+/- acres within the PMXD.

On November 26, 2018, the Town approved an Order of the Town Council for Case No. SE18-0003 approving an amendment to the Special Exception allowing a similar reduction in the required parking for the east residential development, as well as amend the Master Signage Program to add three (3) additional monument signs for that development, along with an amendment to the Master Plan as required. The Town Council also approved an Order of the Town Council for Case No. SP18-0003 and LP18-0004, approving the site plan and landscape plan for the proposed 348 dwelling unit residential development within the easternmost 18+/- acres within the PMXD.

There are additionally no proposed changes to the approved development plans for the non-residential or residential components within the PMXD that result from this request.

SPECIAL EXCEPTION REQUEST

The applicant is requesting to amend the Special Exception for the Water Tower Commons PMXD to allow for flexibility in the use of temporary leasing signage for marketing of the Phase 1 and Phase 2 residential developments. Leasing marketing to the public is critical for any community, but especially a new community. And although the digital age allows developers and management companies to reach a great many more people, there will always be a strong need for the tried and true ground game of catching the passerby with inviting signage, whether for themselves or to tell a friend looking for new living opportunities. Same is true for these new communities.

It has been previously established that the Town's Code does not address a project of this magnitude and diversity of uses in regard to signage. The Town of Lantana Land Development Regulations (LDRs) are limited as to the formats of temporary leasing signage available to developers of larger developments such as the Phase 1 and Phase 2 residential developments approved for the Water Tower Commons PMXD. Additionally, the Applicant believes that due to unforeseen delays in the development of the commercial component of the PMXD, due to the economic decline of the past years, that the residential developments require additional visibility to sufficiently advertise for the leasing of the new communities that are anticipated to provide for additional housing opportunities for both current and future residents to the Town.

With this request to amend the Special Exception, it is the desire of the Applicant to deviate from the Town's existing sign regulations to allow for a more creative and comprehensive marketing strategy for the residential developments to increase interest and awareness both within the surrounding communities and to act as wayfinding for potential future residents of the Town. These requests are in keeping with the main objective of the Developer/Applicant, which is to provide for a vibrant and sustainable residential community within the Town, regardless of the status of the adjacent commercial development.

Due to the near 2,000 linear feet of frontage along Lantana Road and the distance of the developments from the main frontage, approval of the below requests for additional leasing/announcing signage, in their proposed locations, is of significant importance to the marketing strategy of the communities. Additionally, the additional time requested is based on the Applicant's experience with leasing and managing larger communities and believes the time requested is reasonable as related to a successful leasing campaign.

The Town's LDR Section 16-41., List of Prohibited Signs, lists Banners as special event signs and prohibits them, however, the Applicant believes the intent of the LDR is focused on non-residential causes or events, and not the marketing for new community leasing. The code also addresses banners for Grand Openings, however, and again, the Applicant believes that to be directly related to non-residential events. Other banners listed are also of a non-residential nature and do not apply.

The Town's LDRs do provide for a sign type that is similar to two of the signs proposed. Section 16-64. - Announcing Signs, allows for the following:

- (a) Signs announcing a subdivision, or property improvement, may be erected on the subject property in any zoning district after the final site plan has been approved.*
 - (1) For lots up to one hundred (100) feet in width and any lot in the R1, R1A and R3 zoning districts- one (1) such sign, non-illuminated, with one (1) sign face only, parallel to the right-of-way, and not exceeding eight (8) feet in height from grade level, eight (8) feet in width, and thirty-two (32) square feet in area.*
 - (2) For lots between one hundred (100) feet and three hundred (300) feet in width- one (1) such sign, non-illuminated, with one (1) sign face only, parallel to the right-of-way, and not exceeding eight (8) feet in height from grade level, twenty (20) feet in width, and one hundred twenty (120) square feet in area.*
 - (3) For lots greater than three hundred (300) feet in width- two (2) such signs non-illuminated, each with one (1) sign face only, parallel to the right-of-way, and not exceeding eight (8) feet in height from grade level, twenty (20) feet in width, and one hundred twenty (120) square feet in area.*
- (b) The announcing sign must be removed upon issuance of the last certificate of occupancy for the property.*
- (c) The sign shall be removed if construction of infrastructure or structures has not commenced within ninety (90) days of a final site plan approval or issuance of the building permit unless additional time is allowed by council.*
- (d) Announcing signs shall not be illuminated.*

Based on the above, the applicant is meeting the code requirements for number and dimension for the proposed Announcing Sign (Type 11b). The Applicant is also meeting the dimension requirements for the Announcing V-Sign (Type 11c). However, with both Announcing Sign requests, the Applicant is requesting additional time installed over that which is permitted. The requested Banner Sign and Fence Sign are custom requests by the Applicant for the two phases of residential development. Below are comparisons for the Town's review based on each requested sign and the code equivalent. Applicant does not propose to illuminate any of the proposed temporary signs.

BANNER SIGN (SIGN TYPE 11a): Two (2) Signs requested per Phase

Due to the distance of the residential communities from Lantana Road and the current condition of the adjacent commercial development, the Banner Signs are proposed to be professionally installed on the existing wall system dividing the residential and commercial components, as well as along the directly adjacent secondary roadways to provide for wayfinding. The Banner Signs are proposed to provide for clear and suitable visibility to the general public from well over 730' from Lantana Road. Chart below provides for the proposed design and timeframes for installation.

Code Standard / Equivalent	Required	Proposed	Time of Removal	Comment
No code equivalent	No code equivalent	Length 109.3 FT Height 5.2 FT Sign Face 1 Sign Area 564 SF	Twelve (12) months from time of installation.	* <i>Request Custom Approval</i>

ANNOUNCING SIGN (SIGN TYPE 11b): Two (2) Signs requested per Phase

Applicant meets the design criteria of the Town's LDRs for Announcing Signs on properties with over 400' of width, but is however, requesting additional time of installation. This additional time is again based on the Applicant's experience with leasing and managing larger communities and believe the time requested is reasonable. Chart below provides for the proposed design and timeframes for installation.

Code Standard / Equivalent	Required	Proposed	Time of Removal		Comment
Announcing Sign	Length 20 FT Height 8 FT Sign Face 1 Sign Area 120 SF # of Signs 2	Length 20 FT Height 8 FT Sign Face 1 Sign Area 120 SF # of Signs 2	<u>LDR</u> At Last CO	<u>PROP.</u> Six (6) months after issuance of Last CO	Compliant w/change in Time of Removal

ANNOUNCING V-SIGN (SIGN TYPE 11c): One (1) Sign requested per Phase

Applicant is requesting to install one alternative sign type to the code described Announcing Sign. The Announcing V-Sign is a V shape sign the applicant is proposing to install at the corner of Lantana Road and North 8th Street (see MSP). This sign would be in addition to the two (2) Announcing Signs permitted the Applicant. Due to the near 2,000 linear feet of frontage along Lantana Road, the Applicant believes that the placement of this additional alternative Announcing Sign at this secondary intersection to be of significance. As with the proposed Announcing Sign, the Applicant is requesting additional time of installation for this sign as well. Chart below provides for the proposed design and timeframes for installation.

Code Standard / Equivalent	Required	Proposed	Time of Removal		Comment
Announcing Sign	Length 20 FT Height 8 FT Sign Face 1 Sign Area 120 SF # of Signs 2	Length 8 FT Height 8 FT Sign Face 2 Sign Area 64 SF # of Signs 1	<u>LDR</u> At Last CO	<u>PROP.</u> Six (6) months after issuance of Last CO	Requires approval of one (1) additional Announcing Sign with wo (2) faces and deviation of Time of Removal

FENCE WRAP SIGN (SIGN TYPE 11d): *Two (2) Signs requested per Phase*

Due to the distance of the residential communities from Lantana Road and the current condition of the adjacent commercial development, the Fence Wrap Signs are proposed to be professionally installed on the existing construction fencing system located along Lantana Road (see MSP). One sign is proposed at the east end and the second at the west end of the fence line. These Fence Wrap Signs are widely used in new construction to not only create a barrier to the construction beyond, but also to providing for more attractive imagery than that of a plain colored wrap. Chart below provides for the proposed design and timeframes for installation.

Code Standard / Equivalent	Required	Proposed	Time of Removal	Comment
No code equivalent	No code equivalent	Length 20 FT Height 6 FT Sign Face 1 Sign Area 120 SF	Twelve (12) months from time of installation.	<i>* Request Custom Approval</i>

The Applicant believes that the proposed deviations meet with the intent of the Town's LDRs where possible, and where no regulation exists, the Applicant is requesting approval for custom design criteria.

Remainder of Page left blank intentionally

SPECIAL EXCEPTION STANDARDS

Applicant has reviewed the standards set forth in the Town's development regulations for the granting of Special Exception Uses and has responded accordingly below.

Section 23-75 (b) - Standards for granting special exceptions. Prior to recommending approval of a special exception, the Town Council shall insure that:

(1) All structures shall be separated from adjacent and nearby uses by appropriate screening devices.

This is a request for temporary leasing signage for the residential developments within the Water Tower Commons PMXD. All signs will be installed in accordance with the directives of the Town. No new structures are proposed.

(2) Excessive vehicular traffic is not generated on residential streets.

This is a request for temporary leasing signage for the residential developments within the Water Tower Commons PMXD. No excessive vehicular traffic is anticipated to be generated outside of that vehicular traffic that would typically or normally be generated during the opening months of a new residential community.

(3) A vehicular parking or traffic problem is not created. A traffic analysis of the proposed special exception use shall be submitted in accordance with section 23-47(6).

This is a request for temporary leasing signage for the residential developments within the Water Tower Commons PMXD. All signs will be installed in accordance with the Town's directives and will not adversely affect vehicular parking or cause traffic issues.

(4) Appropriate drives, walks, and buffers are installed.

This is a request for temporary leasing signage for the residential developments within the Water Tower Commons PMXD. All drives, walks and buffers have been previously approved and the approval of this request does not modify or negatively impact those approvals.

(5) The proposed use will make a substantial contribution to the neighborhood environment and will not infringe on the rights of properties in the vicinity of the excepted use.

This request for temporary leasing signage will provide for increased visibility to the public of two (2) new and upcoming residential developments in the Town that provide alternative housing opportunities to both current and future residents. Approval of this request provides a positive and possibly significant impact as to the timeframes incurred during the initial leasing of a new communities, helping to achieve the desired community

environment and viability. Approval of this temporary signage thus does substantially contribute and does not infringe on the rights of other properties in the vicinity due to their temporary nature.

(6) The proposed use does not endanger, restrict, or impair public safety.

All temporary leasing signs will be installed by professional installers and in accordance with the Town of Lantana land development and building code regulations to ensure the safety of the public at large.

CONCLUSION

Lantana I Owner, LLC respectfully requests favorable review and consideration of this request to amend the Special Exception for the Water Tower Commons PMXD by adding the requested temporary leasing signage for the Phase 1 and Phase 2 residential phases of development. Please feel free to contact either Ron Melendez or Chris Hernandez of with any questions or for additional information in support of these applications.

We hope the amended report and plans meet with your approval. Should you have any questions regarding the attached materials, or require any additional information, please let me know.

Sincerely,



Ron Melendez
Lantana I Owner, LLA

cc: C. Hernandez
K. Endelson

WATER TOWER COMMONS ASSOCIATION, INC.

**902 Clint Moore Road Suite 202
Boca Raton, FL 33487**

March 11, 2020

Nicole Dritz
Development Services Director
Town of Lantana
504 Greynolds Circle
Lantana, FL 33462

Re: Related – Lantana 1 Owner, LLC Special Exception Application

Dear Ms. Dritz:

On behalf of the Water Tower Commons Master Association, we are granting permission to Lantana 1 Owner, LLC to apply for the Special Exception for the Master Signage Program at Water Tower Commons.

Let us know if there are any questions concerning this application.

Sincerely,

WATER TOWER COMMONS MASTER ASSOCIATION, INC.



Kenneth M. Endelson
President

Water Tower Commons

MASTER SIGN PROGRAM

MAY 2020

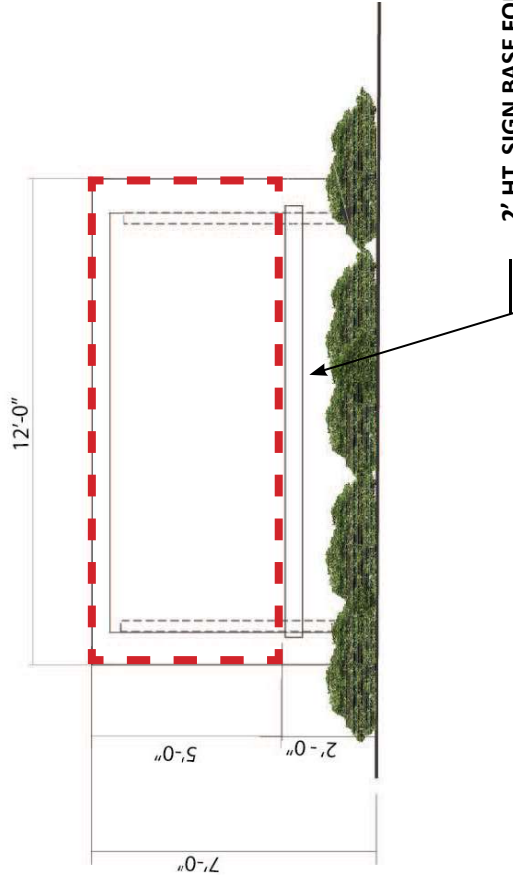
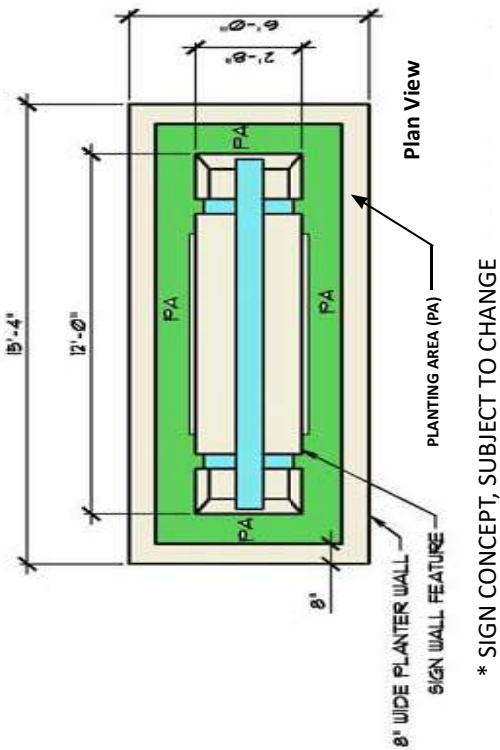
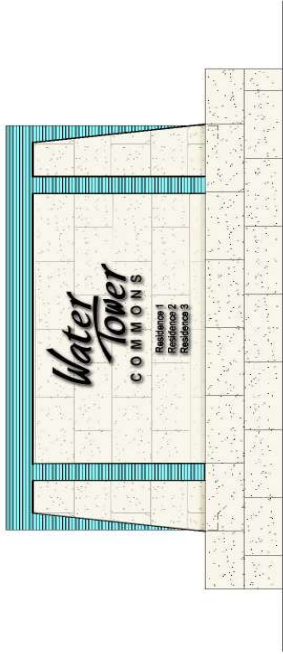
REVISIONS

JUNE 2015
OCTOBER 2015
JANUARY 2016
JULY 2016
AUGUST 2016
OCTOBER 2016
FEBRUARY 2017
DECEMBER 2017
AUGUST 2018
SEPTEMBER 2018
JULY 2019
MAY 2020

COMMERCIAL:
PROJECT IDENTIFICATION SIGN
MONUMENT SIGN WITH PROJECT IDENTIFICATION & UP TO THREE (3) RESIDENTIAL COMMUNITY NAMES
(TYPE 1A)

- Note:
1. Refer to attached Key Plan for Sign Location.
 2. Maximum number of residential communities permitted shall be three (3).
 3. Name(s) to be uniform in color and font with the development.
 4. Sign may be internally lit (LED) or illuminated from ground mounted lighting.
 5. Sign may be dual faced.

Main Entry Signage and Planter Feature

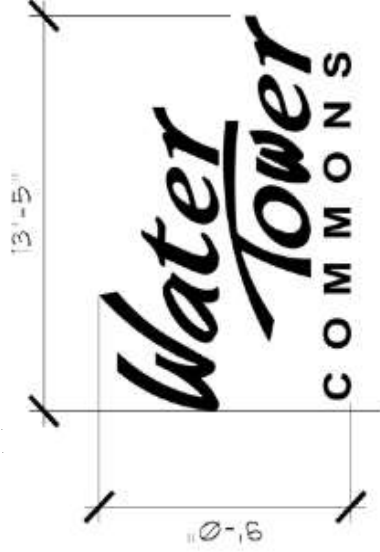


Sign Area Proposed: 60 SF per sign face

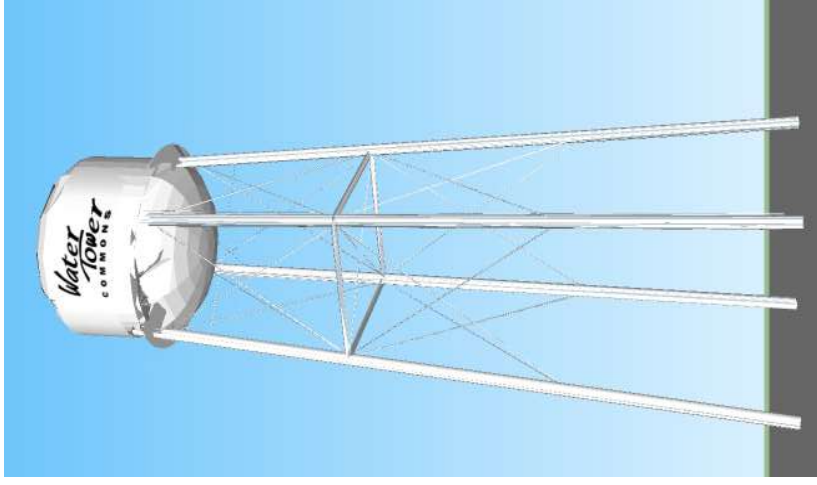
COMMERCIAL:
PROJECT IDENTIFICATION SIGN
(TYPE 1B)

Water Tower Signs:

1. Maximum number of signs permitted shall be two (2).
2. Maximum of nine feet (9') permitted for logo height.
3. Maximum of thirteen feet and five inches (13'-5") permitted for logo width.
4. Letter color to be consistent with other Project Identification Signage within the commercial development.



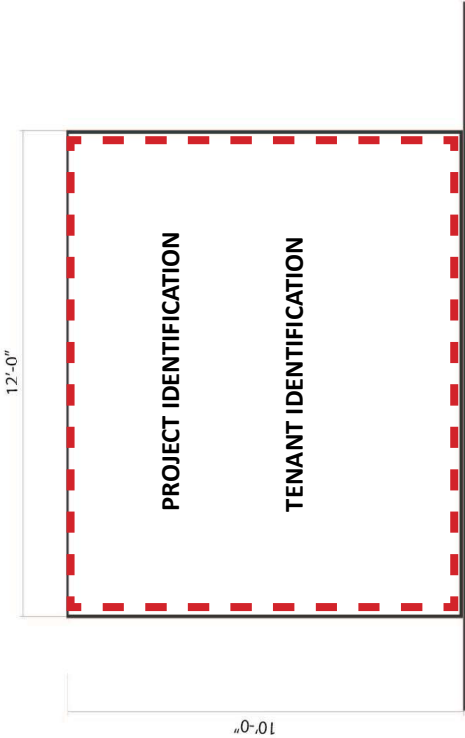
CONCEPT PROJECT LOGO, SUBJECT TO CHANGE



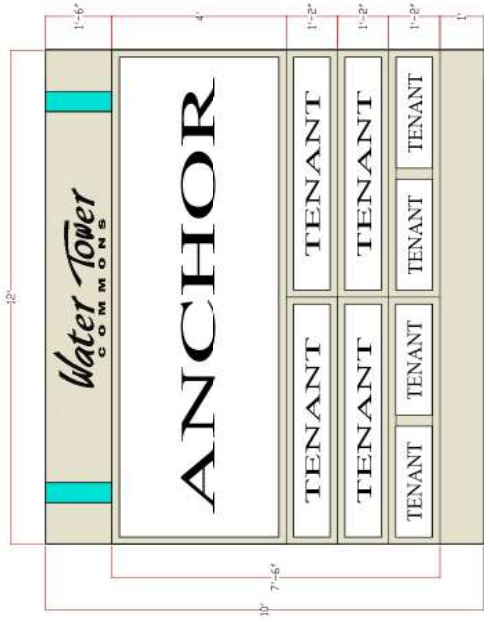
*Proposed view from Interstate 95

COMMERCIAL:
COMMERCIAL DEVELOPMENT PROJECT IDENTIFICATION
MONUMENT SIGN WITH PROJECT IDENTIFICATION AND UP TO NINE (9) TENANT PANELS
(TYPE 2A)

- Note:**
- 1. Refer to attached Key Plan for Sign Location.
 - 2. Number, Size and Shape of Project ID/Tenant Panels may vary within the limit shown.
 - 3. Tenant names to be uniform in color and font with the exception of the allowance of federally registered logos, fonts, colors, and/or trademark.
 - 4. Sign to be internally lit (LED) or illuminated from ground mounted lighting.
 - 5. Sign shall be single faced.



*Monument sign concept, interior dimensions of Project and Tenant Identification are subject to change based on final concept development and Tenant sign criteria.

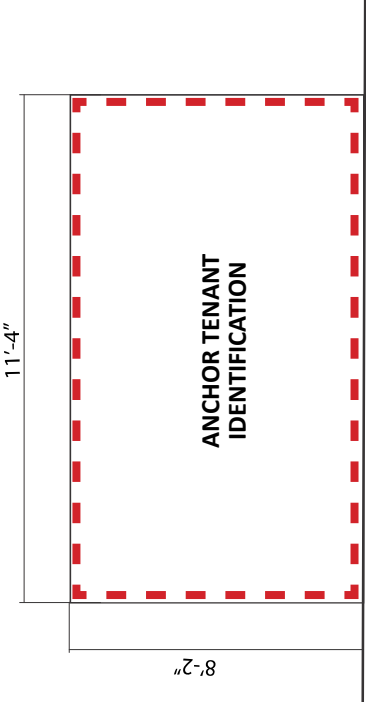


* MONUMENT SIGN CONCEPT, SUBJECT TO CHANGE

COMMERCIAL:
COMMERCIAL ANCHOR TENANT IDENTIFICATION
MONUMENT SIGN WITH IDENTIFICATION FOR ONE (1) ANCHOR TENANT
(TYPE 2B)

Note:

1. Refer to attached Key Plan for Sign Location.
2. Number, Size and Shape of Project ID/Tenant Panels may vary within the limit shown.
3. Anchor Tenant monument sign to allow national/regional branding, which shall include but not be limited to: logos, fonts, colors.
4. Sign to be internally lit (LED) or illuminated from ground mounted lighting.
5. Sign may be single or dual faced.



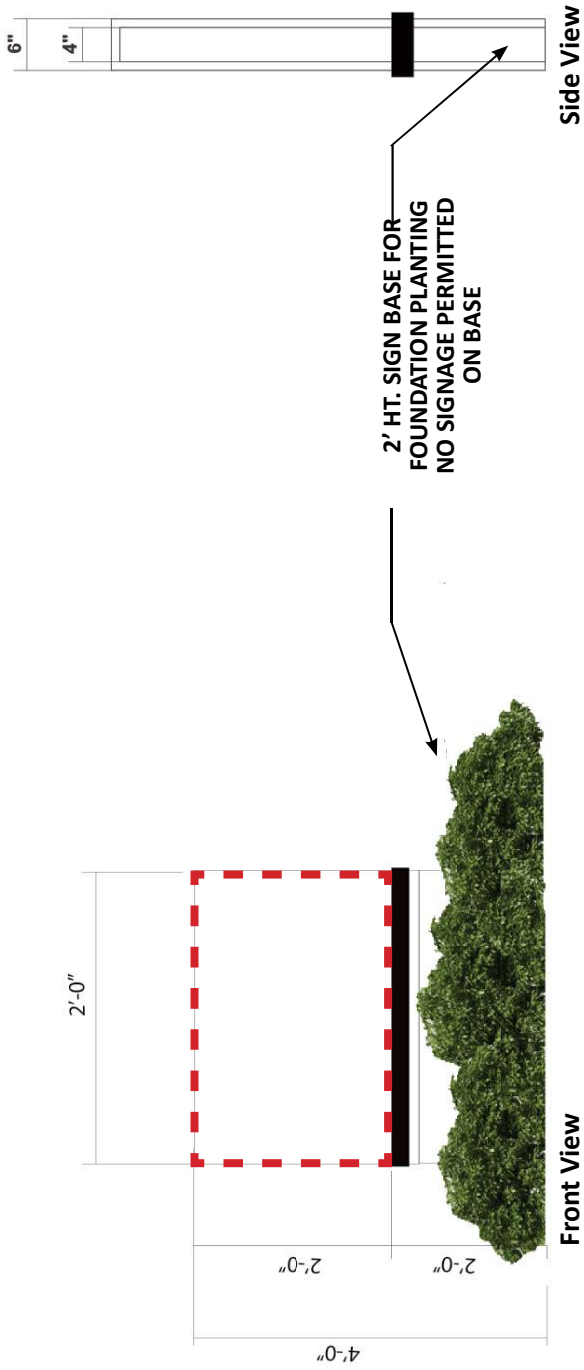
*Monument sign concept, interior dimensions of Project and Tenant Identification are subject to change based on final concept development and Tenant sign criteria.

 **Sign Area Proposed: 93 SF per sign face**

COMMERCIAL:
COMMERCIAL LOADING / DIRECTIONAL SIGN (OPTIONAL)
(Type 3)

Note:

1. Sign locations restricted to interior areas of the commercial development and may or may not be shown on the Key Plan for Sign Locations
2. Text to be uniform in color and font with the approved commercial development signage.
3. Sign to be internally lit (LED) or illuminated from ground mounted lighting.



Sign Area Proposed: 4 SF per sign face

COMMERCIAL:
WALL SIGNS
(TYPE 4)

GENERAL

1. All sign permits submitted to Town’s construction services department shall include an affidavit from the Owner that includes the sign area being utilized and the sign area permitted pursuant to this Master Sign Program and Owners discretion.
2. All tenant spaces shall display unit/address identification for emergency services & deliveries. Identification shall be uniform in color & size throughout the development, as determined by the Owner, or their successors.
3. Tenant signs to be uniform in color and font, with the exception of the allowance of national/regional branding, which shall include but not be limited to: logos, fonts, colors.
4. No signs are permitted above the parapet.
5. No individual outparcel monument signs permitted, other than those provided for in this Master Sign Program.

6. No raceway signs permitted.

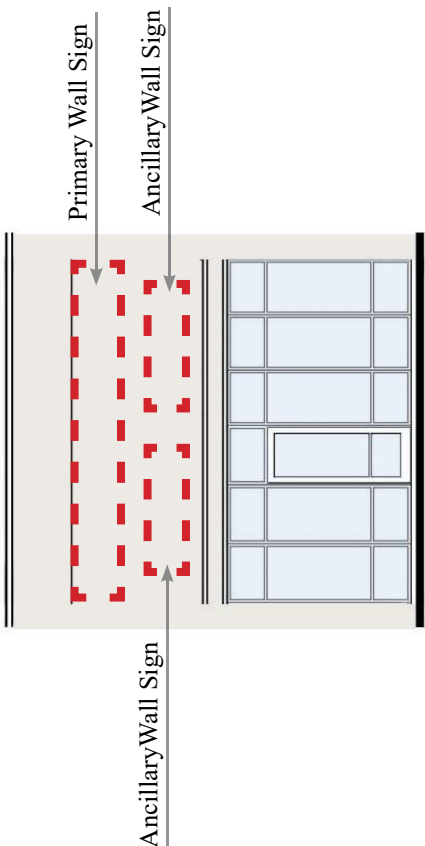
7. Wall signs to be mounted to the face of the building and within the boundaries fo the tenant space.

8. Mural, Mosaic & Artistic Graphic: One (1) mural/mosaic shall be permitted within the commercial development, subject to preliminary written approval of the property owner and final approval by the Town of Lantana Town Council. Mural and Mosaic shall not exceed 100’ in width and 20’ in height, and no more than 1,000 square feet total. Also, conform with the Town of Lantana development regulations for description, function, and any other mandated criteria.

INLINE RETAIL SIGNS

A. PRIMARY WALL SIGN

1. One (1) Primary wall sign permitted per tenant space: one (1) additional Primary wall sign permitted for tenant spaces located on building endcaps.
2. Inline retail Primary wall signs to be calculated utilizing the below formula.



PRIMARY INLINE RETAIL WALL SIGNS				
Total Wall Width (N)	Max OA Sign Area	Max Letter Height	Max Width (% x N)	
200'+	350 SF	6'	20%	
100'+	300 SF	6'	30%	
75'+	250 SF	5'	45%	
50'+	200 SF	5'	55%	
15'+	150 SF	5'	70%	

TYPE 4

COMMERCIAL:
WALL SIGNS
(TYPE 4)

B. ANCILLARY WALL SIGN

1. Two (2) Ancillary wall signs per tenant space; one (1) additional Ancillary wall sign, for a total of three (3), is permitted for tenant spaces over 200' in width and located on building endcaps.
2. One (1) line of text/logo.
3. Inline Retail Ancillary wall signs to be calculated utilizing the below formula:

ANCILLARY INLINE RETAIL WALL SIGNS			
Total Wall Width (N)	Sign Width (W) (10% of N = W)	Max Letter Height (H) (H=2')	Max OA Sign Area (W x H)
200' +	20'	2'	40'
100' +	10'	2'	20'
75' +	8'	2'	15'
50' +	5'	2'	10'
15' +	2'	2'	3'

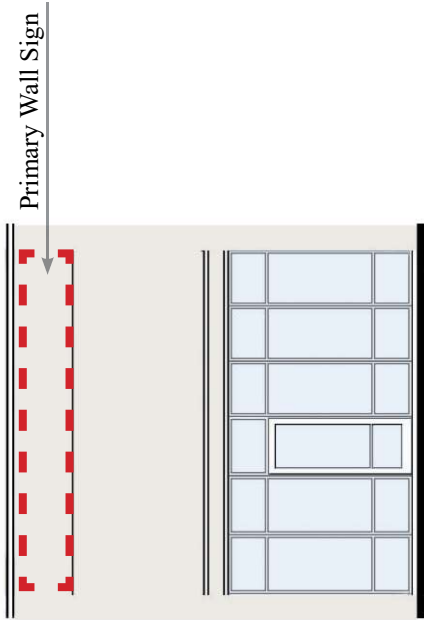
MAIN STREET WALL SIGNS (Main Street buildings are designed to provide storefront access on the east and west elevations and require appropriate signage for each.)

A. PRIMARY WALL SIGN

1. Two (1) Primary wall signs permitted per tenant space. Primary wall signs to be located on the east and west elevations. One (1) additional Primary wall sign permitted for tenant spaces located on building endcaps that face Lantana Road.
2. No Ancillary signage permitted.
3. One (1) line of text/logo.
4. Main Street wall signs to be calculated utilizing the below formula:

PRIMARY MAIN STREET WALL SIGNS			
Total Demised Width (N)	Sign Width (W) (75% of N = W)	Max Letter Height (H) (H=2')	Max OA Sign Area (W x H)
100' +	75'	2'	150'
75' +	56'	2'	112.5'
50' +	38'	2'	75'
15' +	11'	2'	22.5'

COMMERCIAL:
WALL SIGNS
(TYPE 4)



OUTPARCEL SIGNS

A. PRIMARY WALL SIGN

1. One (1) Primary wall sign permitted per tenant space and to be located on same elevation as tenant main entrance. One (1) additional Primary wall sign permitted facing Lantana Road.
2. One (1) line of text/logo.
3. Outparcel Primary wall signs to be calculated utilizing the below formula:

PRIMARY OUTPARCEL WALL SIGNS				
Total Wall Width (N)	Max OA Sign Area	Max Letter Height	Max Width (% x N)	
100'+	200'	4'	30%	
75'+	150'	4'	45%	
50'+	125'	4'	55%	
15'+	75'	4'	70%	

B. ANCILLARY WALL SIGN

1. Two (2) Ancillary wall signs per tenant space with one (1) additional Ancillary wall sign, for a total of three (3), permitted for tenant spaces located on building endcaps.
2. One (1) line of text/logo.
3. Outparcel Ancillary wall signs to be calculated utilizing the below formula:

ANCILLARY OUTPARCEL WALL SIGNS			
Total Wall Width (N)	Sign Width (W) (10% of N = W)	Max Letter Height	Max OA Sign Area (W x 2)
100'+	10'	1'	20'
75'+	8'	1'	15'
50'+	5'	1'	10'
15'+	2'	1'	3'

COMMERCIAL: WINDOW SIGNS

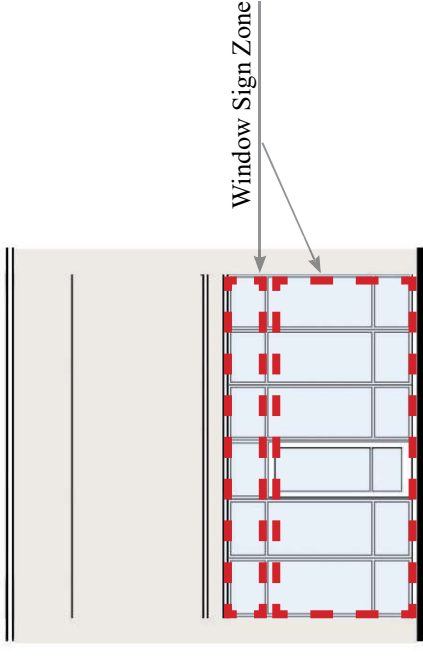
WINDOW SIGNS:

Permanent Window Signs:

Total area must not exceed thirty percent (30%) of the window area for each business and sign placement shall allow for clear and unobstructed view from outside the building to the interior along a normal line of sight when viewing the cash register and sales transaction area. Interior signage placed or displayed within two (2) feet of the window shall be subject to this provision.

Temporary Window Signs for Advertising for Limited Timeframes:

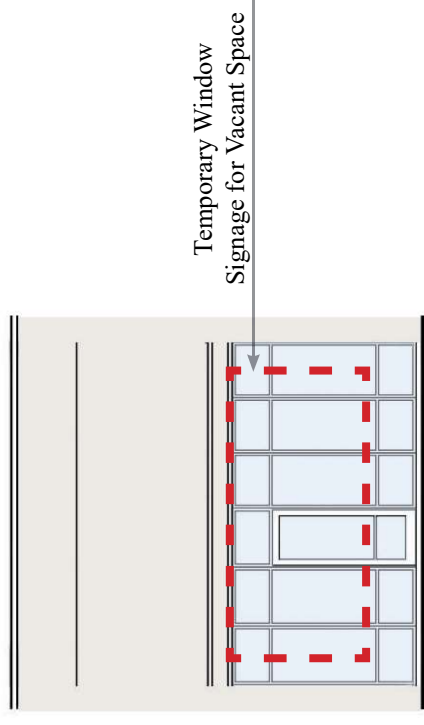
Temporary window signage advertising special sales, events or services shall be permitted for up to twenty-five percent (25%) of the glazed area of the storefront for not more than thirty (30) days provided such signage shall not unreasonably obstruct views from the street into storefront spaces. Temporary window signage shall be in combination with any permanent window signage and together shall not exceed thirty percent (30%) of window area for each business.



Temporary Window Signs for Vacant Spaces:

Vacant ground floor spaces shall provide a temporary window treatment applied as a film on the interior of the glazing. Window treatment shall consist of graphic imagery and shall comply with the following design guidelines:

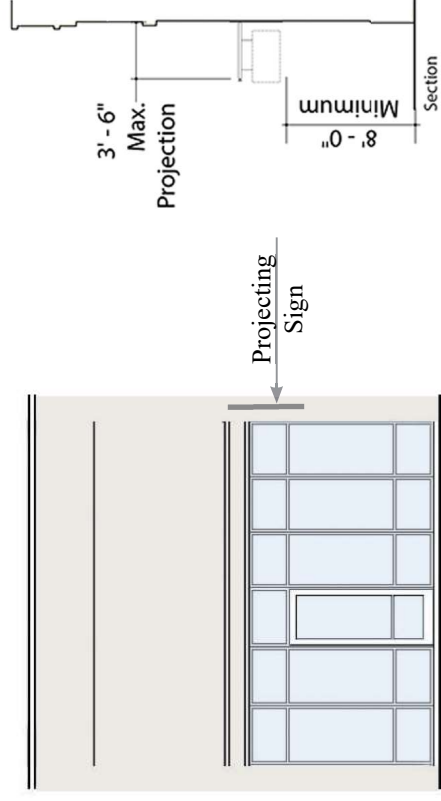
- Up to one hundred percent (100%) of the glazing area may be comprised of urban lifestyle imagery which does not advertise any specific good, service, or business, with the exception of a two (2) foot unincumbered border on either side of the space and a four (4) foot unincumbered border at the bottom of the space. Unincumbered areas must be kept open and clear to view.
- Signage advertising a new business or development opportunity for the vacant storefront shall be limited to fifty percent (50%) of the glazing area, and provided for a two (2) foot unincumbered border on either side of the space and a four (4) foot unincumbered border at the bottom of the space. Unincumbered areas must be kept open and clear to view.



COMMERCIAL: PROJECTING SIGNS

MAIN STREET AND OUTPARCEL RETAIL PROJECTING SIGNS:

1. Projecting signs shall have a maximum three foot-six inch (3'-6") projection from wall and eight (8) foot separation from ground or floor.
2. Tenant projecting signs to allow national/regional branding, which shall include but not be limited to: logos, fonts, colors.
3. Maximum of nine (9) square feet copy area; subject to approval of property owner for consistency with other tenant projecting signs within the development.



COMMERCIAL: BANNERS/SEASONAL SIGNS (Type 7)

Banners shall be permitted on the external building facades as well as on decorative light poles within the PMXD.

Banners on the external facade of buildings shall meet the following parameters:

The sign area for banners is inclusive of any wall, canopy, or awning signs on the facade of the buildings at the prescribed three square feet of sign area for every one linear foot of exterior facade (3:1).

The maximum area of any banner shall not exceed twelve and a half (12.5) square feet.

Banners shall be located within twenty (20) feet of the edges of public entrances to the buildings.

The minimum clearance of banners above the finished grade shall be eight (8) feet.

Banners shall be located on the building facade and mounted perpendicular to the building facade.

Banners shall not advertise individual tenants.

Banners shall be located with respect to the building's architecture and shall not obscure windows.

Banners must present a professional appearance and shall be maintained in good condition.

Banners on decorative light poles shall meet the following parameters:

Banners may be located on decorative light poles lining the seven (7) entry roads into the commercial portion of the site, but no closer than twenty (20) feet to Lantana Road, Andrew Redding Road or North 8th Street ROW's.

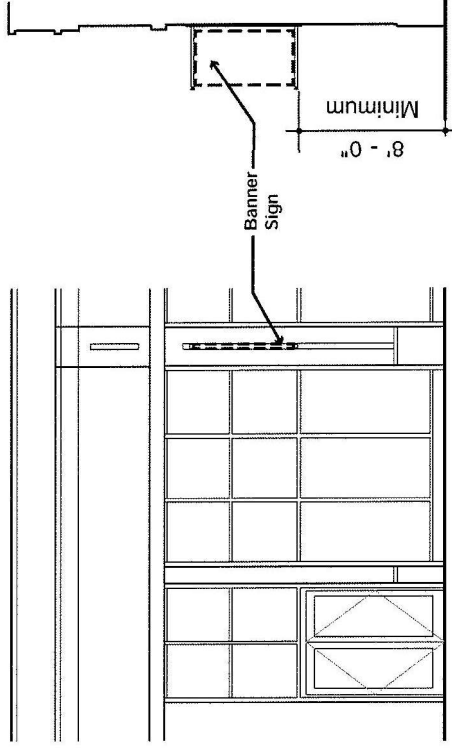
Banners may display seasonal decorations or advertise the development as a whole, and not individual tenants.

The maximum size of an individual banner mounted on a light pole shall not exceed twelve and a half (12.5) square feet of copy area per side.

A banner's highest point shall not exceed the highest point of building or pole upon which it is mounted.

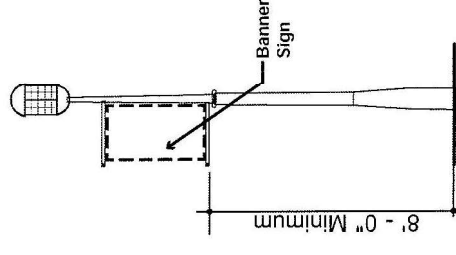
The minimum clearance of banners above the finished grade shall be eight (8) feet.

Banners must present a professional appearance and shall be maintained in good condition.



Elevation - Banner
Scale: 3/32" = 1' - 0"

Section - Banner
Scale: 3/32" = 1' - 0"

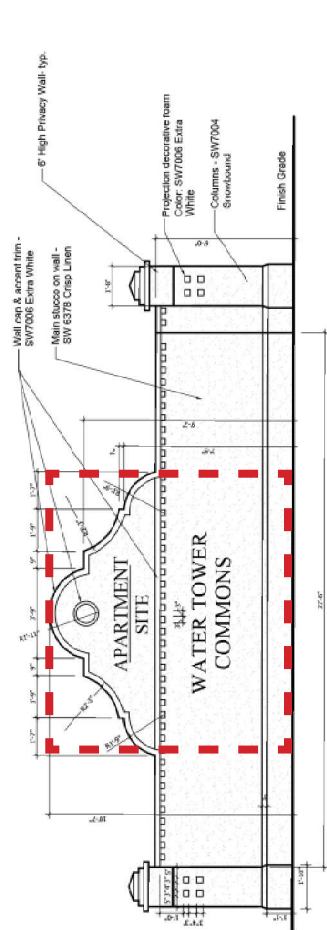


Light Pole Banner
Scale: 3/32" = 1' - 0"

**NON-COMMERCIAL:
RESIDENTIAL PROJECT ID SIGN
(TYPE 8)**

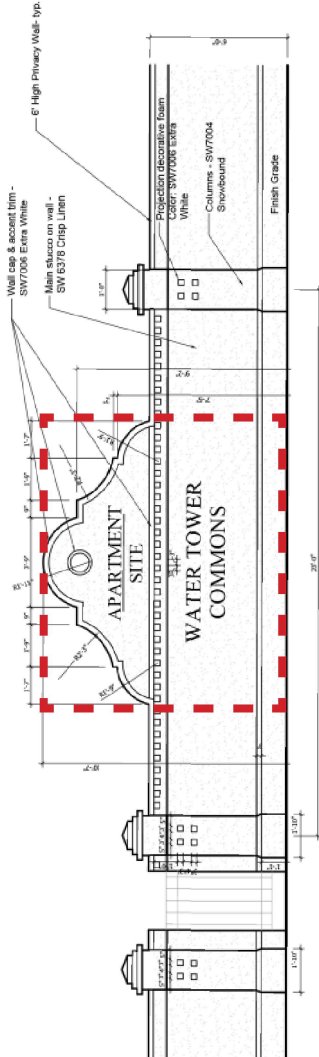
- Note:**
- 1. Refer to attached Key Plan for Sign Location.
 - 2. Signs may identify the ID of the PMXD and/or community name.
 - 3. Signs to be uniform in shape, size and copy; per proposed individual development/community not associated with the main commercial development.
 - 4. ID signs to be incorporated in proposed wall system.
 - 5. Signs to be illuminated from ground mounted lighting.
 - 6. Lettering not to exceed 12".

MAIN ENTRANCE/EXIT

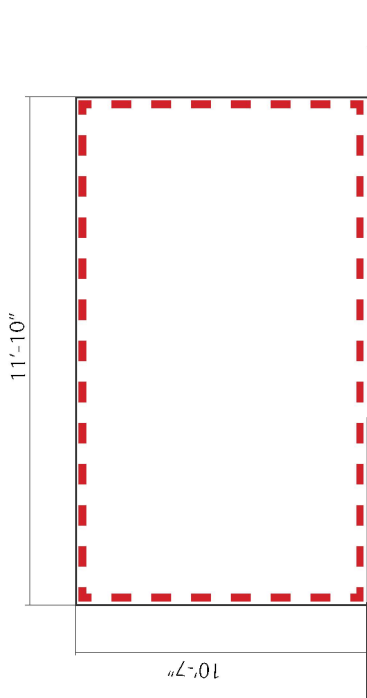


MAIN ENTRANCE / EXIT

RESIDENT EXIT



* MONUMENT SIGN CONCEPT, SUBJECT TO CHANGE



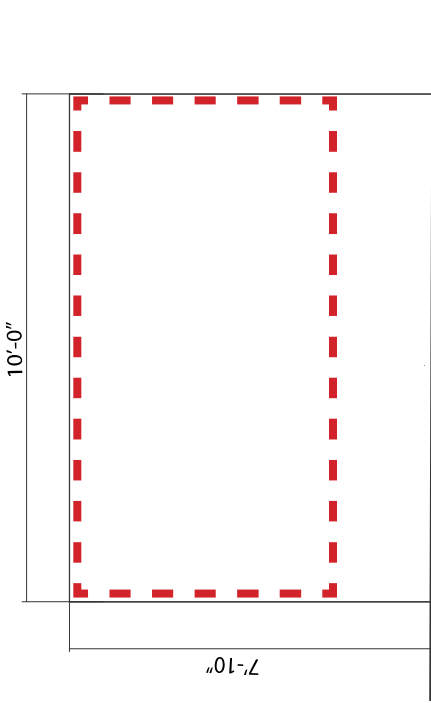
Sign Area Proposed: 30 SF per sign face

COMMERCIAL:
SERVICE STATION SIGNAGE
(TYPE 9 & 10)

GAS PRICING SIGNAGE - TYPE 9

Note:

- 1. Refer to attached Key Plan for Sign Location.
- 2. Number, Size and Shape of Pricing Panels may vary within the limit shown.
- 3. Gas pricing sign to allow national/regional branding, which shall include but not be limited to: logos, fonts, colors.
- 4. Gas pricing sign to be internally lit (LED) or illuminated from ground mounted lighting.
- 5. Gas pricing sign may be single or dual faced.



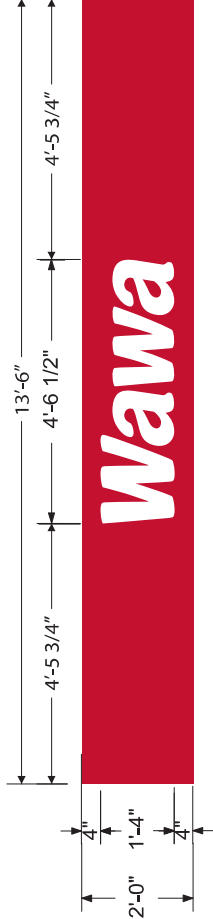
*Gas pricing monument sign concept, interior dimensions of Project and Tenant Identification are subject to change based on final concept development and Tenant sign criteria.

Sign Area Proposed: 50 SF per sign face

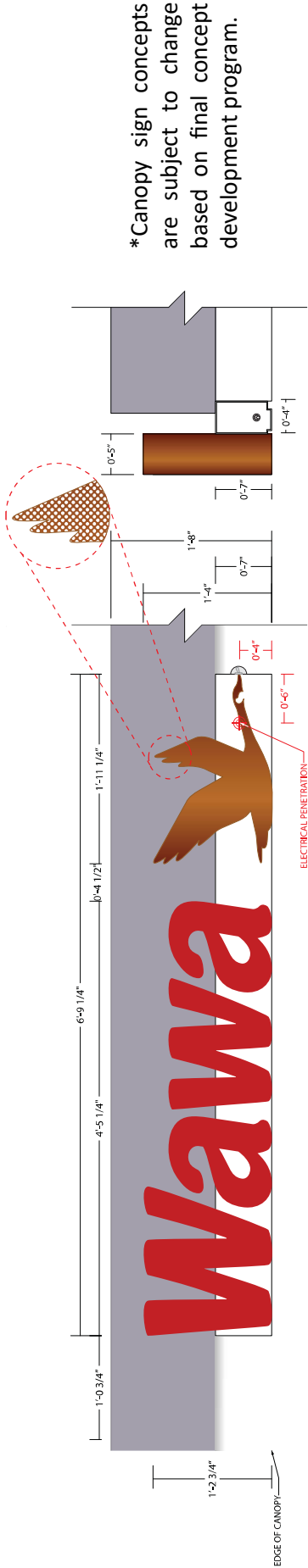
CANOPY SIGNAGE - TYPE 10

Note:

- 1. Refer to attached Key Plan for Sign Location.
- 2. Canopy signs to allow national/regional branding, which shall include but not be limited to: logos, fonts, colors.
- 3. Canopy signs to be internally lit (LED) or illuminated lit by external surrounding lighting.
- 4. Canopy signs may be single or dual faced.



G S/F Brakeformed Alum. Gas Pump Canopy Spanner Panel - QTY:2
COPY AREA = 6.04 SF



F 5" Deep Front Lit LED Illuminated Letters & Logo (on 4"x7" Extruded Raceway)

SQ FT: 9.02'

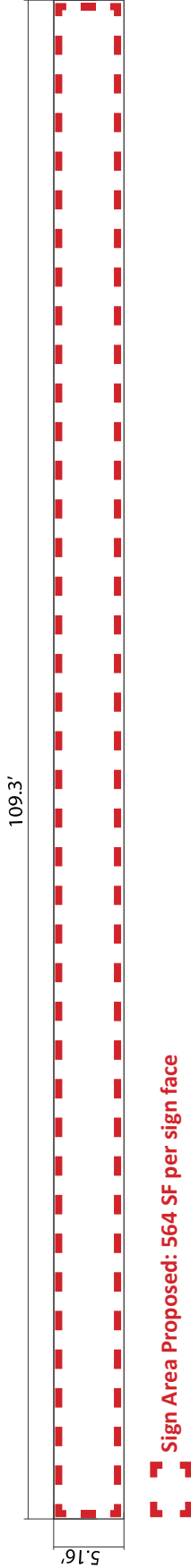
**RESIDENTIAL:
LEASING SIGNAGE**

(TYPE 11a, 11b, 11c and 11d)

BANNER SIGN - TYPE 11a

Note:

1. Refer to attached Key Plan for Sign Location.
2. Maximum number of Banner Signs permitted for Phase 1 and Phase 2 residential shall be two (2) signs for each phase.
3. Banner Sign(s) shall be single faced.
4. Lettering heights shall be determined by Owner as needed for final design.
5. Banner Sign(s) may identify the ID of the Developer and/or community name as well as other leasing related information.
6. Banner Sign(s) to allow national/regional branding, which shall include but not be limited to: Logos, fonts, colors, etc.
7. Banner Sign(s) to be uniform in shape, size, and copy; per proposed individual development/community not associated with the main commercial development.
8. Banner Sign(s) shall be permitted to be installed for up to twelve (12) months (365 days) from the time of installation and may be installed either simultaneously or in succession of each, however no sign shall be installed for more than the noted twelve (12) month period.
9. Banner Sign(s) shall be professionally installed on existing wall system in locations shown on the Key Plan.



Sign Concept:

Sign Concept is subject to change based on final sign design.

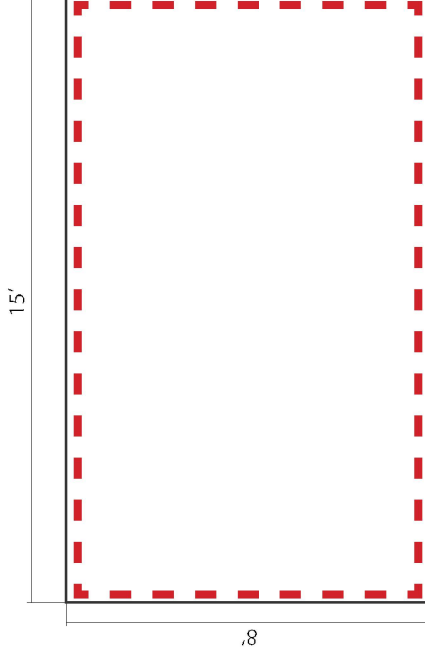
RESIDENTIAL: LEASING SIGNAGE

(TYPE 11a, 11b, 11c and 11d)

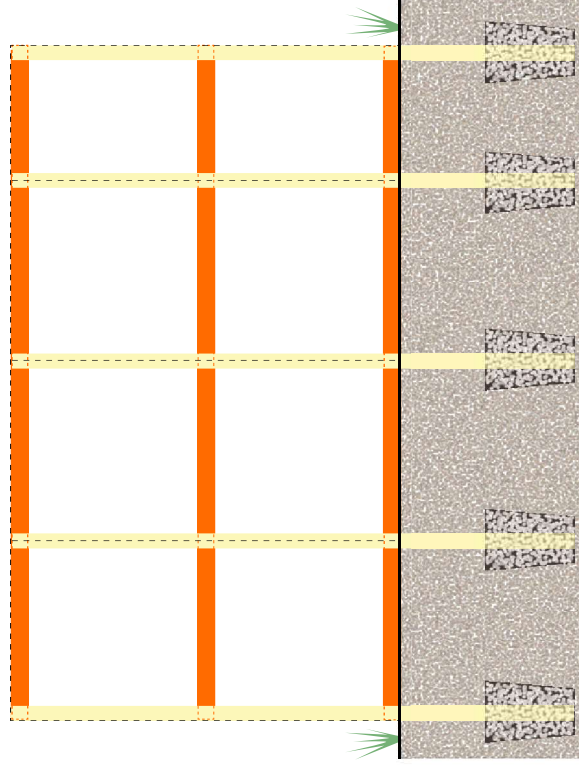
ANNOUNCING SIGN - TYPE 11b

Note:

1. Refer to attached Key Plan for sign locations.
2. Maximum number of Announcing Signs permitted for Phase 1 and Phase 2 shall be two (2) signs for each phase, however only in the locations as shown on the Key Plan.
3. Announcing Sign(s) shall be single faced.
4. Lettering heights shall be determined by Owner as needed for final design.
5. Announcing Sign(s) may identify the ID of the Developer and/or community name as well as other leasing related information.
6. Announcing Sign(s) to be uniform in shape, size, and copy; per proposed individual development/community not associated with the main commercial development.
7. Announcing Sign(s) shall be removed six (6) months after final Certification of Occupancy has been received from the Town of Lantana, as it relates to each residential phase of development.
8. Announcing Sign(s) shall be professionally installed.



Sign Area Proposed: 120 SF per sign face



Sign Concept:

Sign Concept is subject to change based on final sign design.



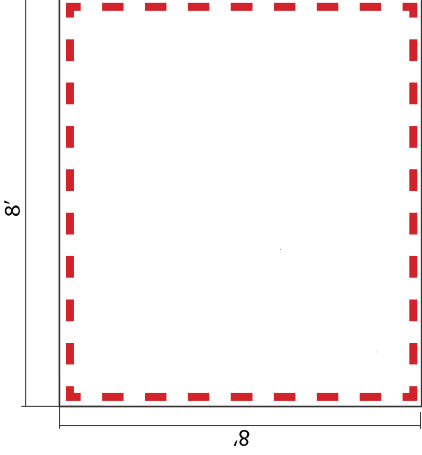
**RESIDENTIAL:
LEASING SIGNAGE**

(TYPE 11a, 11b, 11c and 11d)

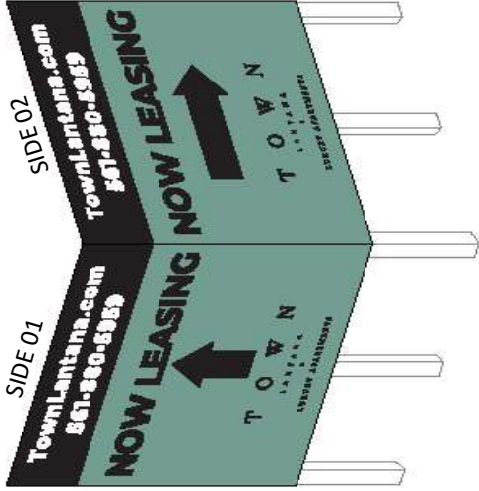
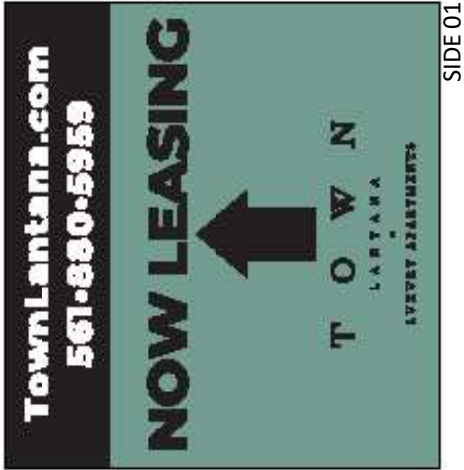
ANNOUNCING V-SIGN - TYPE 11c

Note:

1. Refer to attached Key Plan for sign locations.
2. Maximum number of Announcing Signs permitted for Phase 1 and Phase 2 shall be two (2) signs for each phase, however only in the locations as shown on the Key Plan.
3. Announcing V-Sign(s) shall be single faced.
4. Lettering heights shall be determined by Owner as needed for final design.
5. Announcing V-Sign(s) may identify the ID of the Developer and/or community name as well as other leasing related information.
6. Announcing V-Sign(s) to be uniform in shape, size, and copy; per proposed individual development/community not associated with the main commercial development.
7. Announcing V-Sign(s) shall be removed six (6) months after final Certification of Occupancy has been received from the Town of Lantana, as it relates to each residential phase of development.
8. Announcing V-Sign(s) shall be professionally installed.



Sign Area Proposed: 64 SF per sign face



Sign Concept:

Sign Concept is subject to change based on final sign design.

(TYPE 11a, 11b, 11c and 11d)

Note:

-
- A diagram of a rectangular garden. The garden is represented by a dashed red border. The width of the garden is labeled as 9, and the height is labeled as 20'.

Graphic Here
 | (240" x 68")

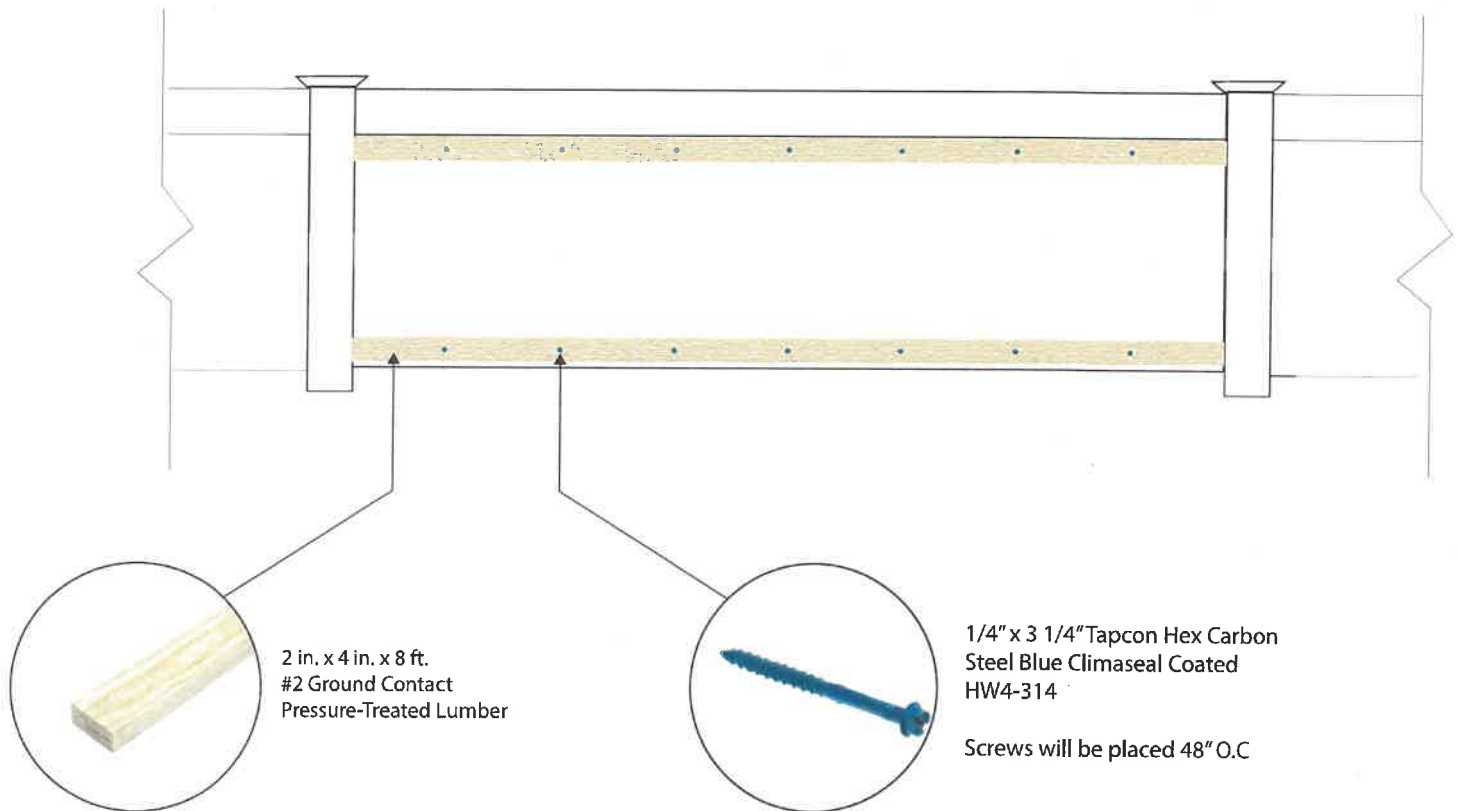
Ground line

Sign Concept is subject to change based on final sign design.



Town Lantana Fence

Furring Strip Installation Detail



2 in. x 4 in. x 8 ft.
#2 Ground Contact
Pressure-Treated Lumber

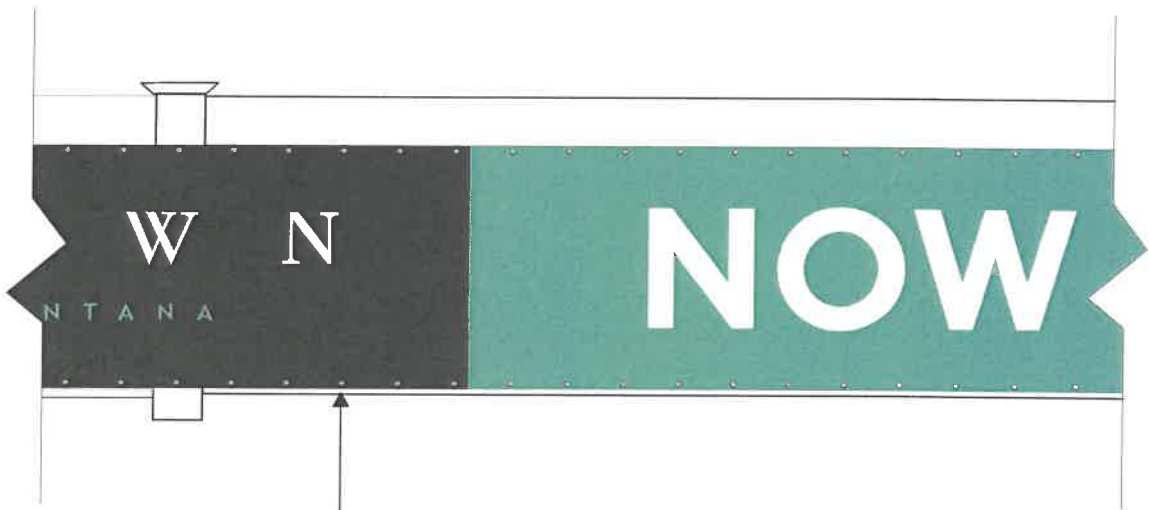
1/4" x 3 1/4" Tapcon Hex Carbon
Steel Blue Climaseal Coated
HW4-314

Screws will be placed 48" O.C

Banner Sign (Sign Type 11a)

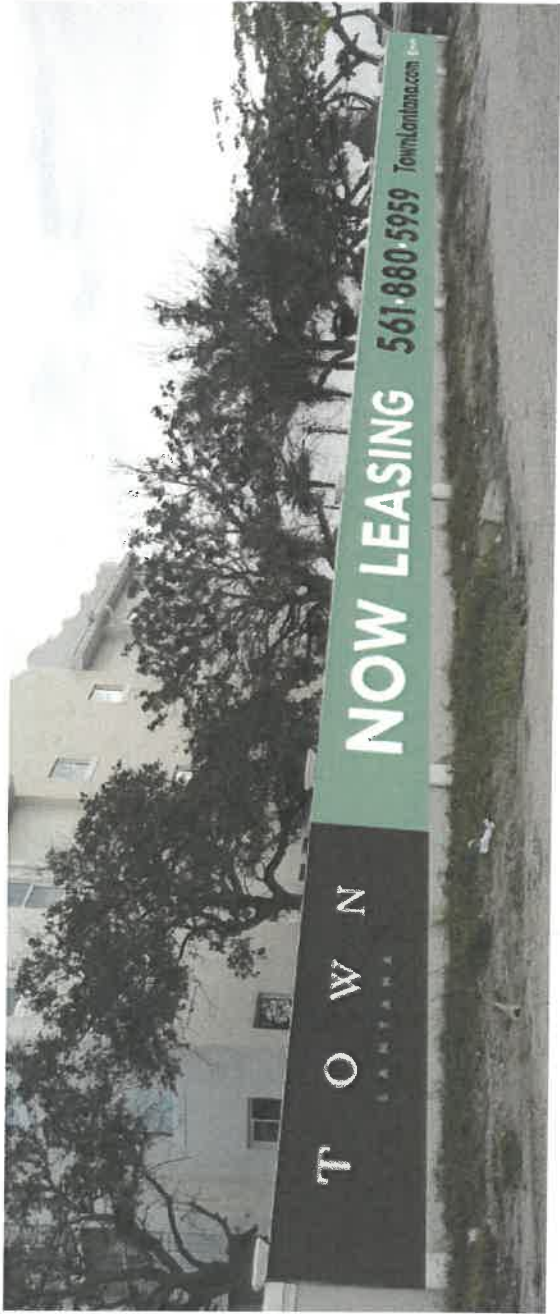


Town Lantana Fence
Banner Installation Detail



Simpson Strong-Tie #9 x 1-1/2 in.
External Hex Flange Hex-Head Structural-Connector Screw

Banner Sign (Sign Type 11a)



Client | Job Name: Related | Fence Banner

Description: 15oz Vinyl Banner with reinforced hems and grommets

WO#: ----

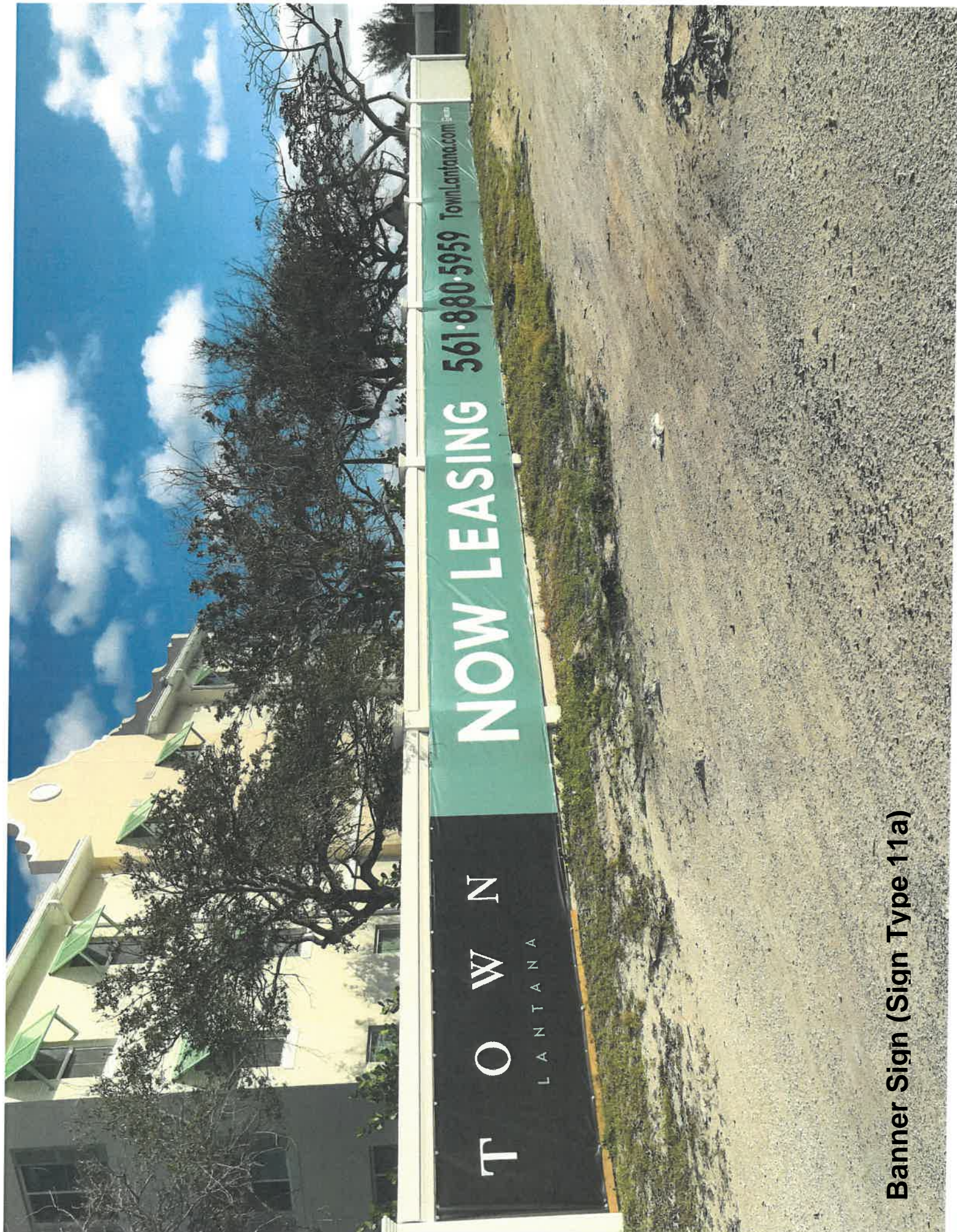
PO#: ---

Qty: 1

Size: 1312"x 62"

Version: 1

Creative: Fence

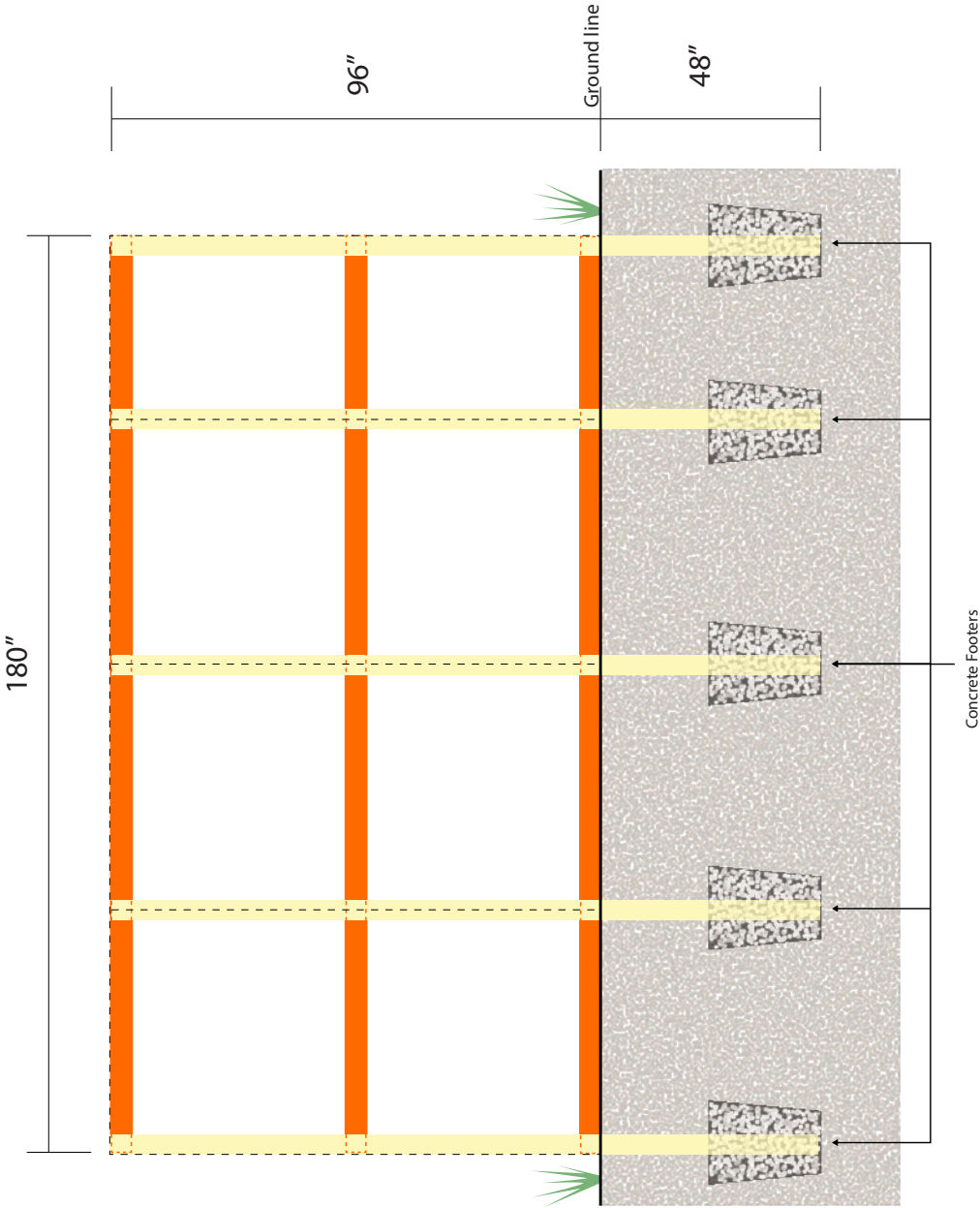


Banner Sign (Sign Type 11a)

Banner Sign (Sign Type 11a)

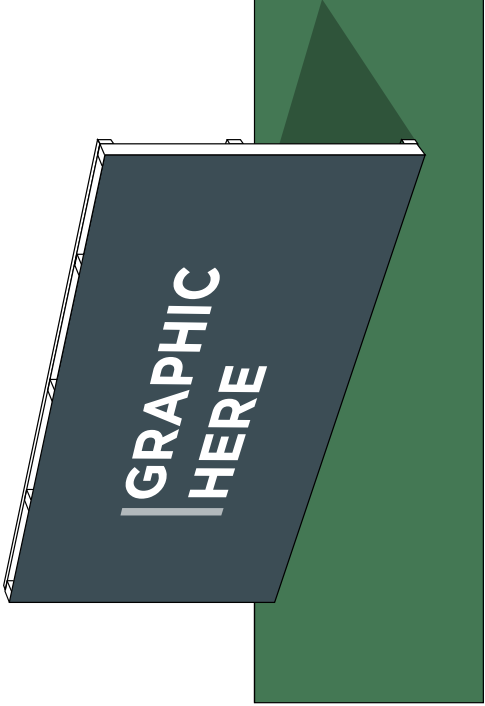


Announcing Sign (Sign Type 11b)



4 in. x 4 in. x 12 ft. #2 Ground Contact Pressure-Treated Timber

2 in. x 4 in. x 8 ft. #2 Ground Contact Pressure-Treated Lumber



Client | Job Name:
Description:
WO#:
PO#:

Qty:
Size:
Version:
Creative:



96"

TownLantana.com
561.880.5959

NOW LEASING



T O W N
L A N T A N A
LUXURY APARTMENTS

96"

side 01

96"

TownLantana.com
561.880.5959

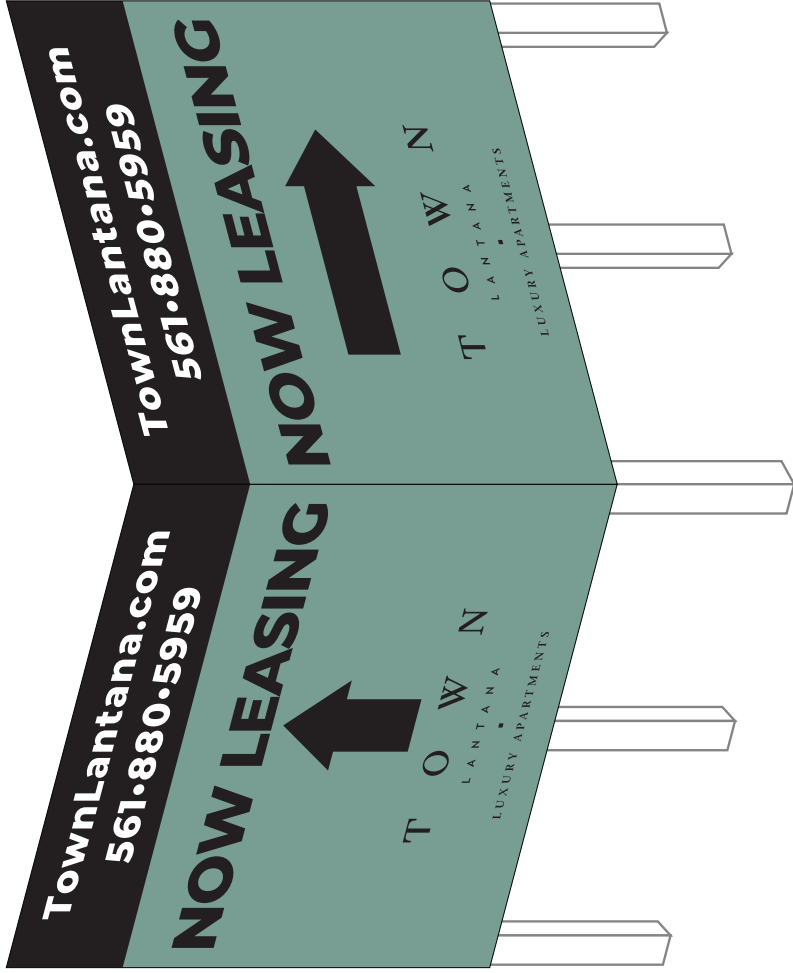
NOW LEASING



T O W N
L A N T A N A
LUXURY APARTMENTS

side 02

Announcing V-Sign (Sign Type 11c)



Client | Job Name: Related | Town Lantana

Description: Adhesive vinyl laminated and mounted on Maxmetal

WO#: ---

PO#: ---

Qty: 1 of each

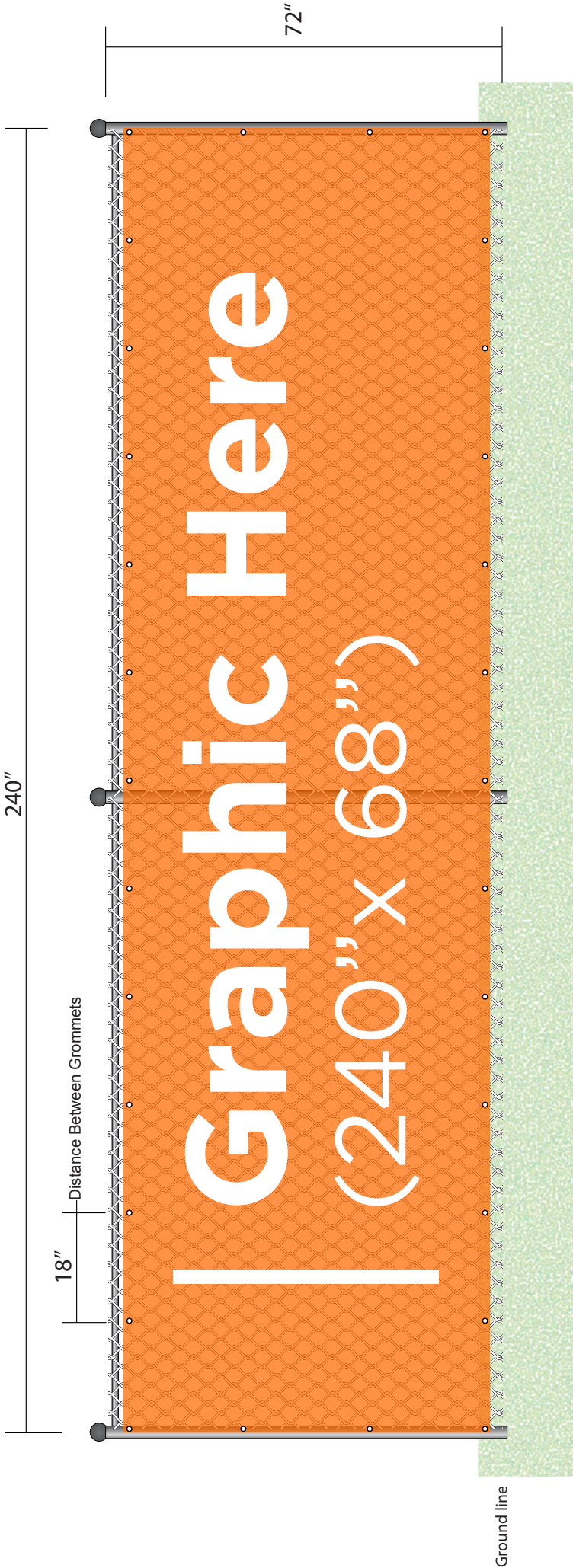
Size: 96"x 96" (each)

Version: 1

Creative: Vsign



Fence Wrap Sign (Sign Type 11d)



Client | Job Name: Fence Mesh Scheme
Description: Description:
WO#: WO#:
PO#: PO#:

Qty:
Size:
Version:
Creative:



TOWN OF LANTANA
Agenda Item Summary

AGENDA ITEM: **Consideration of a request to enter into a partnership with Brightline for a federal grant to improve the railroad crossings at W. Ocean Ave. and Central Blvd. Brightline is requesting a local match for the grant in the amount of \$35,165.**

ISSUE:

In 2018, Brightline and several local cities partnered to apply for a Consolidated Rail Infrastructure and Safety Improvements (CRISI) grant. The CRISI program is administered by the Federal Railroad Administration (FRA) through the U.S. Department of Transportation and focuses on rail safety improvements.

Brightline and its partners were awarded a \$2.3 million grant and Brightline's staff have been working closely with the FRA on finalizing the scope of work. The total program is approximately \$5.63 million. Brightline is contributing \$500,000 toward the program, and several cities have already committed to contributing funds toward the safety improvements. However, there is still a shortfall of approximately \$2.3 million and local funding is required to close the gap.

Brightline is reaching out to each city that is receiving improvements to request at least a 20% local match of the total cost of the improvements in each jurisdiction. A 20% local match is the minimum amount required for a local contribution toward a federal grant. The Town of Lantana is receiving \$175,822.94 in safety improvements at two crossings which will include LED signals with programmable messaging that are interconnected with the railroad signals and activated on the approach of the train; pavement markings and delineators will also be included in the upgrades. Brightline is asking the Town of Lantana to contribute \$35,165.00 for the local match. The costs include upgrade, design, and project management requirements. Brightline needs to confirm the local funding commitment within a 60 - day timeframe to allow processing of the grant with the FRA.

ATTACHMENTS:

- 1) CRISI Grant Award Information
- 2) Image of the Sign
- 3) Photo of Pavement Markings

SAMPLE MOTION:

I move to (approve)(deny) the Town entering into a Consolidated Rail Infrastructure and Safety Improvements (CRISI) grant funding match agreement with Brightline in an amount not to exceed \$35,165 to upgrade the railroad crossings at Ocean Ave and Central Blvd and to authorize the Town Manager to a execute same and any amendments thereto, subject to the form of the agreement being approve by the Town Attorney.

Department Director Approval: <i>Eddie Crockett</i>	Agenda Date: 6/8/2020	Town Council Action:
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CRISI Grant Award Information

April 2020

In 2018, Brightline and several local cities partnered to apply for a CRISI grant, Consolidated Rail Infrastructure and Safety Improvements. The CRISI program is administered by the Federal Railroad Administration (FRA) through the U.S. Department of Transportation and focuses on rail safety improvements.

In total, 48 crossings in the tri-county region will receive additional upgrades. The scope of work is different for each crossing and includes one or a combination of the following: exit gates, flexible edge-of-roadway delineators and striping, center-line delineators or active signs. All improvements are occurring on public crossings and are expected to be constructed over a 6-to-8-month timeframe once the grant is executed with the FRA.

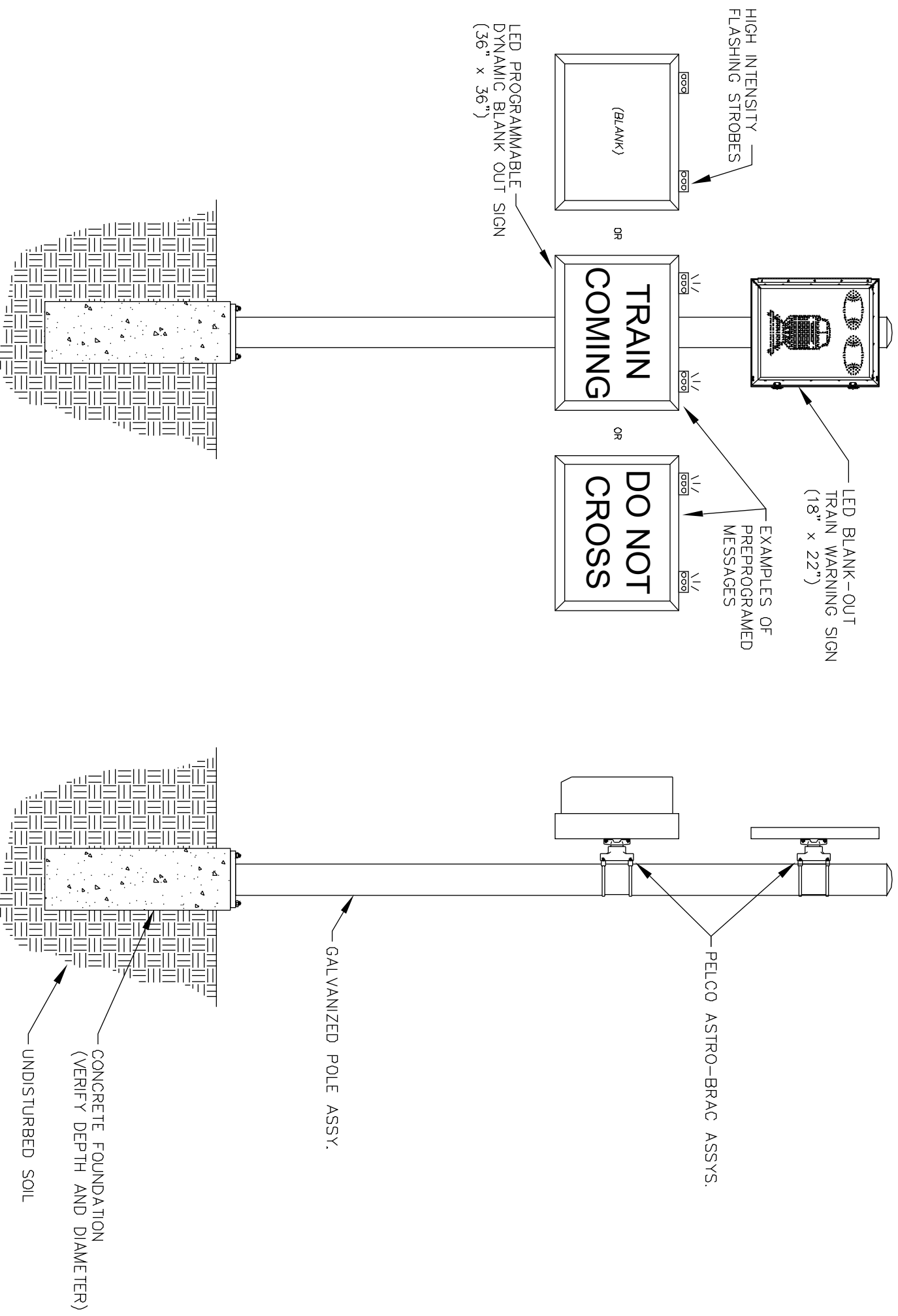
Brightline and its partners were awarded a \$2.3 million grant, and Brightline's staff has been working closely with the FRA on finalizing the scope of work. The total program is approximately \$5.63 million. Brightline is contributing \$500,000 toward the program, and several cities have already committed to contributing funds toward the safety improvements.

However, there is still a shortfall of approximately \$2.3 million, and we need to close the gap with local dollars. Brightline is reaching out to each city that is receiving improvements to request at least 20 percent local match of the total cost of the improvements in each jurisdiction. A 20 percent local match is the minimum amount required for a local contribution toward a federal grant.

The attached sheet details the types of improvements and costs happening in the Town of Lantana. The city is receiving \$175,822.94 worth of safety improvements at two crossings. Brightline is asking the Town of Lantana to contribute \$35,165 for the local match. We need to confirm funding commitments within a 60-day timeframe to allow us to execute the grant with the FRA.

Please contact Ali Soule, asoule@gobrightline.com or 407-257-1838, with additional questions. We are hopeful to confirm funding commitments and execute draft participation and reimbursement agreements within a 60-day timeframe to allow us to execute the grant with the FRA. Thank you!

[illegible]



FRONT

SIDE

DWG. NO.
1141-MTG



TOWN OF LANTANA
Agenda Item Summary

AGENDA ITEM: **Consideration of a request to enter into an Interlocal Cooperation Agreement with Palm Beach County for purpose of certain federal community development funds from the U.S. Department of Housing and Urban Development.**

ISSUE:

In 2014 the Town entered into an interlocal agreement with Palm Beach County as part of the Urban County Qualification Process. Under this agreement, the Town agrees to participate with the County in the creation of the Urban County jurisdiction for the receipt of federal community development funds from the U.S. Department of Housing and Urban Development.


Approval of this agreement will allow for uninterrupted grant opportunities through the U.S. Department of Housing and Urban Development, specifically the Community Development Block Grant funding that the Town routinely utilizes.

ATTACHMENT:

1. Interlocal Agreement

SAMPLE MOTION:

I move to (approve) (deny) entering into the Interlocal Cooperation Agreement with Palm Beach County in order to obtain funding from the U.S. Department of Housing and Urban Development.

Department Director Approval:	Agenda Date: 06/08/2020	Town Council Action:
		

AMENDMENT 001 TO THE AGREEMENT WITH TOWN OF LANTANA

Amendment 001, effective as of _____, by and between **Palm Beach County** (County), and the **Town of Lantana** (Municipality).

WITNESSETH:

WHEREAS, Palm Beach County entered into an Interlocal Cooperation Agreement (R2014-1159) (the "Agreement") with the Town of Lantana on August 19, 2014, to formalize the Town of Lantana's participation in the urban county qualification process for Federal Fiscal Years 2014, 2016, and 2017; and

WHEREAS, the Agreement is renewable every three years and is now due for renewal; and

WHEREAS, the Department of Housing and Urban Development (HUD) has expressed in its most recent Instructions for Urban County Participation in Community Development Block Grant (CDBG) Program for FY 2021-2023 that all interlocal agreements should contain specific language regarding Section 3 of the Housing and Community Development Act of 1968; and

WHEREAS, the Interlocal Cooperation Agreements between Palm Beach County and the municipalities participating in the urban county program did not contain this specific language; and

WHEREAS, both parties desire to amend the Agreement approved on August 19, 2014, to comply with HUD's requirements.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, and various other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Agreement.

A. DELETE THE FOLLOWING CLAUSE 11:

The Municipality and the County shall take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. The Municipality and the County shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 and other applicable laws. The County shall not fund any activities in, or in support of, the Municipality should the Municipality not affirmatively further fair housing within its jurisdiction or should the Municipality impede the County's actions to comply with the County's fair housing certification.

B. REPLACE DELETED CLAUSE WITH REVISED CLAUSE 11:

The Municipality and the County shall take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. The Municipality and the County shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, Section 3 of the Housing and Urban Development Act of 1968, and other applicable laws. The County shall not fund any activities in, or in support of, the Municipality should the Municipality not affirmatively further fair housing within its

jurisdiction or should the Municipality impede the County's actions to comply with the County's fair housing certification.

IN WITNESS HEREOF, the Municipality and the County have caused this Amendment 001 to be executed on the date first written above:

(MUNICIPAL SEAL BELOW)

**TOWN OF LANTANA, a
municipality duly organized and existing by
virtue of the laws of the State of Florida**

ATTEST:

By: _____
David J. Stewart, Mayor

By: _____
Kathleen Dominguez, Town Clerk

By: _____
Deborah S. Manzo, Town Manager

Approved as to Form and
Legal Sufficiency

By: _____
R. Max Lohman, Town Attorney

(COUNTY SEAL BELOW)

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida**

BOARD OF COUNTY COMMISSIONERS

ATTEST: SHARON R. BOCK,
Clerk & Comptroller

By: _____
Dave Kerner, Mayor

By: _____
Deputy Clerk

Document No.: _____

Approved as to Form and
Legal Sufficiency

Approved as to Terms and Conditions
Dept. of Housing and Economic Sustainability

By: _____
Howard J. Falcon, III,
Chief Assistant County Attorney

By: _____
Sherry Howard
Deputy Director

**TOWN OF LANTANA
Agenda Item Summary**

**AGENDA ITEM: Consideration of temporary fee waivers for the
Development Services Department due to
COVID-19.**

ISSUE:

Town Staff has reviewed current procedures in order to identify areas of relief to aid continued development and business activity in the Town in light of the COVID-19 pandemic. Staff is proposing two temporary fee waivers for the Development Services Department:

- To waive the up to \$250 fine incurred for 2019-2020 delinquent business tax receipts for businesses that become fully compliant before September 8, 2020.
- To waive permit fees for all permit applications submitted between June 8, 2020 and September 8, 2020.

Pursuant to Town Code Sec. 11-20, business tax receipts are due by September 30 of each year. Business taxes begin incurring fines after September 30 of each year, which increase with each month of delinquency and can accumulate up to \$250. Generally, business are notified of delinquency and charged fees for non-compliance. Staff is proposing to waive these delinquency fees for any 2019-2020 delinquent business that becomes fully compliant before September 8, 2020.

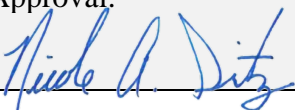
Permit fees are set in accordance with the Town Fee Schedule, which is adopted by Town Council. Staff is proposing temporary relief from the formally adopted permit fee schedule.

ATTACHMENT:

1. None

SAMPLE MOTION:

I move to (approve) (deny) the temporary fee waivers for business tax delinquency fees and permitting fees for the Development Services Department.

Department Director Approval: 	Agenda Date: 06/08/2020	Town Council Action:
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**TOWN OF LANTANA
Agenda Item Summary**

AGENDA ITEM: **Consideration of extending the agreement for School Crossing Guard Services with Waterfield Florida Staffing, LLC d/b/a Staffing Connection/Action Labor Management for an additional two (2) year term.**

ISSUE:

On August 1, 2018, the Town entered into an Agreement with Waterfield Florida Staffing, LLC d/b/a Staffing Connection/Action Labor Management for the administration of the school crossing guards. The initial contract was for a period of two years with the option for the Town to extend the term of the agreement for two additional two-year terms, providing both parties agree to the extension..


Staff is recommending that Town Council extend the agreement for an additional two (2) year term as provided in the agreement.

ATTACHMENT:

1. Agreement between the Town of Lantana and Waterfield Florida Staffing, LLC d/b/a Staffing Connection/Action Labor Management for school crossing guards.
2. Renewal letter from Staffing Connections

SAMPLE MOTION:

I move to (approve)(deny) the extension of the agreement between the Town of Lantana and Waterfield Florida Staffing, LLC d/b/a Staffing Connection/Action Labor Management for school crossing guards for an additional two (2) year term in accordance with the Agreement and authorize the Town Manager to execute the extension any amendments thereto.

Department Director Approval: 	Agenda Date: 6/08/20	Town Council Action:
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**AGREEMENT BETWEEN THE TOWN OF LANTANA
AND STAFFING CONNECTION/ACTION LABOR MANAGEMENT, LLC FOR
SCHOOL CROSSING GUARDS.**

THIS AGREEMENT, made as of August 1st, 2018 by and between the TOWN OF LANTANA, OF THE STATE OF FLORIDA organized and existing under the laws of The State of Florida and WATERFIELD FLORIDA STAFFING, LLC D/B/A STAFFING CONNECTION/ACTION LABOR MANAGEMENT (hereinafter STAFFING CONNECTION/ACTION LABOR or CONTRACTOR). The Contract's effectiveness date is August 1st, 2018 through July 31st, 2020.

WHEREAS, the TOWN OF LANTANA, is desirous of providing for the satisfaction of its school crossing guard program through an independent labor contract agreement; and

WHEREAS, STAFFING CONNECTION/ACTION LABOR is in the business of providing various labor forces, including, but not limited to School Crossing Guard services, with appropriate certifications, and

WHEREAS, the parties are desirous of providing for the terms of their Agreement;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the legal sufficiency of which is hereby acknowledged, the parties agree as follows:

1. SCHOOL CROSSING GUARDS: STAFFING CONNECTION/ACTION LABOR shall provide the school crossing guard and supervisory services necessary to satisfy the requirements of the TOWN OF LANTANA, School Crossing Guard Program. STAFFING CONNECTION/ACTION LABOR shall provide the following minimum personnel, at the locations and during the time herein described, for the consideration hereinafter set forth:

Hourly Rate: \$19.92/hr

Four post locations – Exhibit "A" attached

Three Guards – daily hours billed 8/hrs

THE TOWN OF LANTANA reserves the right to require more or less crossing guard services upon (3) days' written notice, specifying its needs. Schedule and locations of services are provided by THE TOWN OF LANTANA to STAFFING CONNECTION/ACTION LABOR.

2. DUTY HOURS; DUTY LOCATIONS: STAFFING CONNECTION/ACTION LABOR shall provide the personnel described above during school hours and at all posts as deemed necessary by the school board and THE TOWN OF LANTANA. THE TOWN OF LANTANA has the right to change the duty hours, as well as duty location, by written directive, which shall become effective on the date set forth in such written directive, provided that such date shall not be sooner than three (3) business days from the date of the written directive.

3. CONSIDERATION: STAFFING CONNECTION/ACTION LABOR shall be compensated for the services provided hereunder in accordance with the hourly rate set forth in paragraph 1. STAFFING CONNECTION/ACTION LABOR shall be solely responsible for and shall provide for the payment of workers compensation insurance coverage and premiums, withholding taxes, FICA, benefits, if any, all remuneration; all labor contract compliance, and all other charges. STAFFING CONNECTION /ACTION LABOR is being retained as an Independent Contractor and acknowledges this agreement does not create any employment relationship with the city. THE TOWN OF LANTANA shall bear no responsibility for any such charges, fees, permits, and the like associated with the employment of such personnel.

STAFFING CONECTION/ACTION LABOR acknowledges that THE TOWN OF LANTANA is contracting for the full crossing guard services for the hours and at the described posts as stated in the Contract. This agreement requires that qualified personnel service be at each post during the prescribed post hours.

STAFFING CONNECTION/ACTION LABOR will conduct a Criminal History check and provide Drug Testing, to identify perspective personnel for hire. In addition, STAFFING CONNECTION/ACTION LABOR shall be solely responsible for conducting background checks. Criminal history check will be in accordance to Florida Statute 1012.465.

4. TRAINING AND SUPERVISION: STAFFING CONNECTION/ ACTION LABOR shall be responsible for furnishing the training and certification of each of the personnel set forth in Paragraph 1 (a) STAFFING CONNECTION/ACTION LABOR represents that it is a qualified trainer and shall provide personnel meeting these training and certification standards required pursuant to Section 234.302, Florida Statutes. All crossing guards to be trained for 4 hours per day. No person lacking such certification shall be provided to the THE TOWN OF LANTANA hereunder by STAFFING CONNECTION/ ACTION LABOR. STAFFING CONNECTION/ACTION LABOR shall have, at all times during the term hereof, at its ready disposal, backup personnel. THE TOWN OF LANTANA shall pay the rate as set forth in Paragraph 1 for retraining of applicable personnel. A two-hour refresher training class will be held annually.
5. UNIFORM: All personnel shall wear dark slacks, skirts or shorts and a white top with appropriate identification badge. At all times during the performance of their duties, all personnel shall dress in a clean and neat manner. STAFFING CONNECTION/ACTION LABOR is responsible for supplying all equipment required by the state of Florida, to include the following for each guard: A hand-held stop sign (retro reflective), a fluorescent retro reflective safety vest and a metal whistle with a lanyard.
6. COMPORTMENT; CHANGE OF PERSONNEL: At all times when such personnel are working in THE TOWN OF LANTANA whether or not on duty, such personnel shall comport themselves in a manner which will not bring disrespect to THE TOWN OF LANTANA or STAFFING CONNECTION/ACTION LABOR, or call into question the

competence or demeanor of such person relative to the performance of School Crossing Guard Services, which, by its nature, requires such personnel to come into contact with minors. THE TOWN OF LANTANA reserves the right to require the change of any personnel upon not less than three (3) business days' written notice, setting forth the name of the person to be replaced, or in the absence of a name, the description and the location of the post location.

7. DUTY ROSTER: STAFFING CONNECTION/ACTION LABOR shall provide the TOWN OF LANTANA with the names of each Personnel, and the location of such individual's post location.
8. TERM: This agreement shall commence on the August 1, 2018 and include the period from the commencement date through the last day of the academic school year, according to the Palm Beach County School District Schedule, as well as the schedule for Summer school, according to Town of Lantana for the remaining part of the school year. The initial contract will be for a period of two years, with the option to the Town to extend the term of the agreement for an additional two- two (2) year terms, providing both parties agree to the extension. Option to renew should be provided in writing pursuant to the notice provision 30 days prior to end of the contract period.
9. BILLING: STAFFING CONNECTION/ACTION LABOR shall provide an invoice to THE TOWN OF LANTANA on a weekly basis, and the same shall be satisfied within 30 days.
10. TERMINATION: Either party may terminate this agreement on written notice, provided that the services hereunder shall not be terminated until (30) days subsequent to the date of such written notice.
11. CONTRACT SUM and COST ADJUSTMENTS: The contract sum for the above work shall be calculated based on an hourly rate Nineteen Dollars and ninety-two cents per hour (\$19.92) for crossing guards. Pricing will be in effect for the term of the contract. Price adjustment will be provided when necessitated by an adjustment to the Florida Minimum Wage, or an adjustment to the Federal Minimum Wage to a higher level than the Florida Minimum Wage. Changes in the Florida minimum wage shall be as outlined in Florida Statute 448.110.
12. INSURANCE: STAFFING CONNNECTION/ACTION LABOR shall provide liability insurance coverage, written with such insurance carriers as acceptable and approved by the TOWN OF LANTANA Personal Injury and Property Damage. Comprehensive General Liability Insurance must be written on the comprehensive form of policy. The Policy must contain minimum limits of Liability for each occurrence as follows: \$1,000,000 Combined Single Limit; Bodily Injury of \$1,000,000 and Property Damage of \$500,000.

Employer's Liability Insurance required \$1,000,000, Workers Compensation Insurance statutory requirements. All insurance policies must be issued by companies authorized

and licensed to do business under the Insurance laws of the State of Florida. The companies must be rated no less than 'B+' as to management and no less than "Class V" as to strength by the latest edition of Best's Insurance guide, published by A.M. Best Company, Olwick, New Jersey, or it's equivalent, or the companies must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or approved to do business in Florida," issued by the State of Florida Department of Insurance and are members of the Florida Guaranty Fund.

All required policies if insurance shall contain a provision or endorsement that the coverage afforded shall not be cancelled, materially changed or renewal refused until at least 30 calendar days written notice has been given to the city by certified mail. STAFFING CONNECTION/ACTION LABOR shall submit prior to commencement of any work, a Certificate of Insurance showing TOWN OF LANTANA as additional insured.

13. INDEMNIFICATION: STAFFING CONNECTION/ ACTION LABOR shall indemnify and save harmless and defend The TOWN OF LANTANA, its agents, servants, and employees from and against any and all claims, liability, losses, and/or cause of action, including court costs and attorneys' fees, fines, expenses, and penalties up through trial and on appeal of any kind or nature which may arise from any negligent act or omission, misfeasance, or malfeasance of STAFFING CONNECTION/ACTION LABOR, its agents, servants, or employees in the performance of services under this contract.

STAFFING CONNECTION/ACTION LABOR further agrees to indemnify, save harmless and defend the TOWN OF LANTANA, its agents, servants, and employees from and against any claim, demand or cause of action whatsoever kind or nature, including court costs and attorneys' fees, arising out of any conduct or misconduct, act or omission of STAFFING CONNECTION/ACTION LABOR not included in the paragraph above and for which the TOWN OF LANTANA, its agents, servants or employees are alleged to be liable.

14. INDEPENDENT CONTRACTOR RELATIONSHIP: STAFFING CONNECTION/ ACTION LABOR is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the TOWN OF LANTANA.
15. NON-ASSIGNABILITY: This agreement or any portion hereof shall not be assigned or transferred by either party without the written consent of the other party.
16. CONSTRUCTION: This agreement and the terms hereof shall be construed in accordance with the laws of the State of Florida and venue for all actions in a court of competent jurisdiction shall lie in Palm Beach County, Florida.
17. JOINT PREPARATION: The preparation of this agreement has been a joint effort of the parties, and the resulting document shall not, solely as a matter of judicial construction, be

construed more severely against one of the parties than the other. It is the parties' further intention that this agreement be construed liberally to achieve its intent.

18. COUNTERPARTS: This agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which shall constitute one and the same agreement.
19. EXHIBITS ARE INCLUSIONARY: All exhibits attached hereto or mentioned herein which contain additional terms, shall be deemed Incorporated herein by reference.
20. NOTICES: Except as provided above, whenever either party desires to or must give notice to the other, it must be given by written notice, sent by certified U.S. mail, with return receipt requested, addressed to the party for whom it is intended, at the place last specified and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective persons and places for giving of notice:

TOWN: THE TOWN OF LANTANA
500 Greynolds Circle
Lantana, FL 33462

CONTRACTOR: WATERFIELD FLORIDA STAFFING, LLC.
Db/a/ STAFFING CONNECTION/ACTION LABOR
Sharon Cook, Branch Manager
6555 N. Powerline Road, #306
Fort Lauderdale, FL 33467

21. Pursuant to Chapter 119, Florida Statutes, Contractor shall comply with the public records law by keeping and maintaining public records required by the Town of Lantana in order to perform the service. Upon request from the Town of Lantana's custodian of public records, Contractor shall provide the Town of Lantana with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract. If the Contractor does not transfer the records to the Town of Lantana, Contractor upon completion of the contract, shall transfer, at no cost, to the Town of Lantana all public records in possession of the Contractor or keep and maintain public records required by the Town of Lantana in order to perform the service. If the Contractor transfers all public records to the Town of Lantana upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Town of Lantana, upon request from the Town of

Lantana's custodian of public records, in a format that is compatible with the information technology systems of the Town of Lantana.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT OFFICE OF THE TOWN CLERK LOCATED AT 500 GREYNOLDS CIRCLE, LANTANA, FLORIDA 33462, PHONE NUMBER (561) 540-5000, EMAIL: NDRITZ@LANTANA.ORG

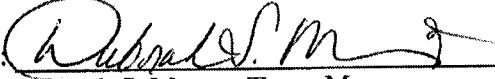
22. In the event of any conflict between any provisions of this agreement and any provisions in the exhibits hereto, the parties agree that the provisions of this agreement are controlling.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first above written.

COUNTERSIGNED:

THE TOWN OF LANTANA

BY:


Deborah S. Manzo, Town Manager

BY:


Nicole Dritz, Town Clerk

APPROVED AS TO FORM:

BY:


R. Max Lohman, Esq.

SIGNED, SEALED AND
DELIVERED IN THE
PRESENCE OF:

STAFFING CONNECTION/
ACTION LABOR

BY:


WITNESS

BY:


PAUL CHASE - CEO


WITNESS

Exhibit "A"

Post locations for the Town of Lantana

Lantana Elementary School

Broadway & Ocean Ave.

Arnold & Ocean Ave.

Pine & Arnold

Lantana Middle School

12th & Drew

May 15th, 2020

Sean Scheller
Chief of Police
500 Greynolds Circle
Lantana, FL 33462

RE: School Crossing Guard Agreement

Chief Scheller:

A contract for School Crossing Guard Services was executed on August 1st, 2018. The initial contract term was for a period of two years with an option to extend the term of the agreement for an additional two – two (2) year terms.

Our company would like to extend the option to renew to the Town of Lantana. The option to renew would be for the Two year period starting August 1st, 2020 and include the period from commencement date through the last day of the 2022 academic school year, according to the Palm Beach County School District Schedule, as well as the schedule for summer school, according to Town of Lantana for the remaining part of the school year.

The hourly rate of \$19.92 for four post locations – Exhibit "A" per contract will remain the same and three guard will be posted with eight (8) daily hours billed.

Please provide your concurrence to this renewal request in the section below. Submit your response to my attention by June 15th, 2020. If you have any questions, please contact me at 954-776-3444.

Sincerely,



Sharron R. Cook
Branch Manager – School Crossing Guard Division

We agree to the two year renewal of the above referenced agreement under the same terms and conditions.

____ Agree to renew

____ Do Not Agree to renew

Signature: _____ Title: _____ Date: _____