



TOWN COMMISSION MEETING

Monday September 28th, 2026

4:30 P.M.



PUBLIC NOTICE/AGENDA
Monday September 28th, 2026 at 4:30 p.m.

Town Commission		Town Staff	
John Deese, Mayor	_____	Eric Marmer, Town Manager	_____
Simone Bonutti, Vice Mayor	_____	Anthony Davidson, Asst. Town Manager	_____
Elliot Bonner, Mayor Pro Tem	_____	Jeff Rasor, Chief of Police	_____
Orla Imbesi, Commissioner	_____	Erika Petersen, Town Clerk	_____
David Knobel, Commissioner	_____	Keith W. Davis, Town Attorney	_____
Dwight Kulwin, Commissioner	_____	Brent Watson, Utilities Director	_____
Cindy McMackin, Commissioner	_____	Jacek (Jack) Tomasik, Building Official	_____
		Dylan Brandenburg, Asst. Town Attorney	_____

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. LPA – LOCAL PLANNING AGENCY

- a Consideration of Ordinance #408** - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT AN UPDATED TEN YEAR WATER SUPPLY FACILITIES WORK PLAN IN ACCORDANCE WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING THAT THE TEXT, AS AMENDED OR REVISED, SHALL BE SUBSTITUTED FOR AND REPLACE IN FULL THE EXISTING TEXT; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

ADJOURNMENT

5. APPROVAL OF THE AGENDA: AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

6. PUBLIC COMMENTS

(3 MINUTES PER SPEAKER)

7. CONSENT AGENDA:

- a** Minutes September 8th, 2026 Town Commission and First Budget Hearing
b RES 07-2026 Updated Utility Rates

8. REGULAR AGENDA:

a OLD BUSINESS:

- i. n/a**

b NEW BUSINESS: *Quasi-Judicial Hearing

- i. * Variance-VAR-26-06 – 1940 S. Ocean Blvd.,** David F. MacNeil Trust, David F. MacNeil Trustee, by and through its authorized agent Affinity Architects, seeks the Town Commission’s approval for a variance as a result of acquiring and unifying onto 1940 South Ocean Boulevard a portion of the lot immediately adjacent to the south. Specifically, a variance from Town Code Sec. 151.097(A)(2) where a two (2) story structure shall have an aggregate side yard width equal to thirty (30) percent of the average width of the lot or lot of record, or equal to the overall height of the building (as defined in Section 151.003), whichever is greater. The applicant is requesting a south side setback of fifty-five feet (55’-0”) and a north side setback of forty-five feet (45’-0”) totaling 100’-0” aggregate where 135’-0” is the currently allowed minimum.

ii. ARCOM Vacancy Appointment

iii. Announcement of improved Community Rating System (CRS) class

- iv. Pension Board discussion surrounding employee buy back options
- v. Currie Sowards Aguila Architects presentation regarding new Town Hall

9. MAYOR'S COMMENTS, TOWN COMMISSION COMMENTS, TOWN MANAGER'S REPORT

10. PUBLIC HEARING:

- a **PH 1 – Ordinance #408** - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT AN UPDATED TEN YEAR WATER SUPPLY FACILITIES WORK PLAN IN ACCORDANCE WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING THAT THE TEXT, AS AMENDED OR REVISED, SHALL BE SUBSTITUTED FOR AND REPLACE IN FULL THE EXISTING TEXT; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(First Reading)**

11. ADJOURNMENT

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision made by the Town Commission, Special Magistrate or any other Boards or Commissions of the Town with respect to any matter considered at this meeting or hearing, such interested person will need a record of the proceedings, and for such purpose may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The meeting/hearing will be continued from day to day, time to time, place to place, as may be found necessary during the aforesaid meeting. IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), THIS DOCUMENT CAN BE MADE AVAILABLE IN AN ALTERNATE FORMAT (LARGE PRINT) UPON REQUEST AND SPECIAL ACCOMMODATIONS CAN BE PROVIDED UPON REQUEST WITH THREE (3) DAYS ADVANCE NOTICE. Please contact the Town Clerk at (561) 585-9477 - 600 South Ocean Blvd., Manalapan, FL 33462 - townhall@manalapan.org



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28, 2026

Agenda Item No.: LPA -a. Local Planning Agency

Agenda Item Name: **Ordinance #408**

ACTION REQUESTED: Discussion ☒ Action ☐

BACKGROUND:

Ordinance #408 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT AN UPDATED TEN YEAR WATER SUPPLY FACILITIES WORK PLAN IN ACCORDANCE WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING THAT THE TEXT, AS AMENDED OR REVISED, SHALL BE SUBSTITUTED FOR AND REPLACE IN FULL THE EXISTING TEXT; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

This ordinance amends the Town of Manalapan's Comprehensive Development Plan to update its Water Supply Facilities Work Plan in accordance with Florida statutory requirements. State law requires local governments subject to a regional water supply plan to maintain a minimum 10-year work plan identifying the water supply facilities, projects, agreements, and conservation or reuse programs necessary to meet current and future water demands.

The amendment coordinates the Town's Comprehensive Plan with the South Florida Water Management District's updated Regional Water Supply Plan, approved in September 2024, and incorporates the Town's updated 10-year Water Supply Facilities Work Plan and associated Comprehensive Plan text.

ATTACHMENT:

- Ordinance #408

ORDINANCE NO. 408

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT AN UPDATED TEN YEAR WATER SUPPLY FACILITIES WORK PLAN IN ACCORDANCE WITH SECTION 163.3177, *FLORIDA STATUTES*; PROVIDING THAT THE TEXT, AS AMENDED OR REVISED, SHALL BE SUBSTITUTED FOR AND REPLACE IN FULL THE EXISTING TEXT; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the State Legislature of the State of Florida has mandated that all municipalities draft and adopt comprehensive development plans to provide thorough and consistent planning with regard to land within their corporate limits; and

WHEREAS, all amendments to comprehensive development plans must be adopted in accordance with detailed procedures which must be strictly followed; and

WHEREAS, Section 163.3177, *Florida Statutes*, requires that local governments coordinate appropriate aspects of their comprehensive development plans with the appropriate water management district's regional water supply plan and ensure that the future land use plan is based upon availability of adequate water supplies and public facilities and services; and

WHEREAS, Section 163.3177, *Florida Statutes* requires, for local governments subject to a regional water supply plan, that such local governments include in their comprehensive development plan a water supply facilities work plan spanning at least a 10 year period, that identifies any alternative water supply projects, traditional water supply projects, bulk sale agreements and conservation/reuse programs necessary to meet current and future water use demands within the local government's jurisdiction; and

WHEREAS, the Town of Manalapan, Florida, is subject to the regional water supply plan that was updated and approved by the South Florida Water Management District on September 23, 2024; and

WHEREAS, the Town of Manalapan, Florida, has initiated and carefully prepared a water supply facilities work plan amendment to its Comprehensive Development Plan pursuant to the foregoing requirements; and

WHEREAS, the Town of Manalapan, Florida, has held all duly required public hearings;

both prior to submission of the proposed amendments of the plan to the Florida Department of Commerce (Formerly the Department of Economic Opportunity) and after the proposed amendments of the plan were returned to the Town of Manalapan, Florida, in accordance with Chapter 163.3184, *Florida Statutes*; and

WHEREAS, the Town Commission desires to adopt the amendments to the current Comprehensive Development Plan to guide and control the future development of the Town, and to preserve, promote and protect the public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

Section 1: The Town of Manalapan Comprehensive Development Plan is hereby amended by adopting revised text and the associated 10 year water supply facilities work plan, which are attached hereto as Exhibit “A” and made a part hereof and of the current Comprehensive Development Plan in accordance with Sec. 163.3177, *Florida Statutes*. The text adopted in Exhibit “A” shall be substituted for and replace in total the previously adopted text in the amended elements.

Section 2: A copy of the Comprehensive Development Plan, as amended, shall be kept on file in the office of the Town Clerk, Town of Manalapan, Florida.

Section 3: The Town Manager is hereby directed to transmit three (3) copies of the amendment to the current Comprehensive Development Plan to the State Land Planning Agency, along with a copy to the Treasure Coast Regional Planning Council, and to any other unit of local government who has filed a written request for a copy, within ten (10) working days after adoption, in accordance with Section 163.3184(4), *Florida Statutes*.

Section 4: All ordinances or parts of ordinances in conflict be and the same are hereby repealed.

Section 5: Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this Ordinance.

Section 6: The effective date of this plan amendment shall be the date a final order is issued by the Florida Department of Commerce (Formerly the Department of Economic

Opportunity) or Administration Commission finding the amendment in compliance in accordance with Section 163.3184(1)(b), *Florida Statutes*, whichever occurs earlier. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Florida Department of Commerce (Formerly the Department of Economic Opportunity), Division of Community Planning, Plan Processing Team.

FIRST READING this ____ day of _____, 2026.

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

TOWN OF MANALAPAN

JOHN DEESE, MAYOR

ATTEST:

(SEAL)

ERIKA PETERSEN, TOWN CLERK



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28, 2026

Agenda Item No.: CA - a

Agenda Item Name: September 8, 2026 Town Commission Meeting and
First Budget Hearing Minutes

ACTION REQUESTED: Discussion ☐ Approval ☒

ATTACHMENT:

- September 8th, 2026 Town Commission and First Budget Hearing Meeting Minutes



**Town Commission Meeting
Tuesday September 8th, 2026, at 5:01 p.m.**

IN ATTENDANCE

TOWN COMMISSION		TOWN STAFF	
John Deese, Mayor	✓	Eric Marmer, Town Manager	✓
Simone Bonutti, Vice Mayor	✓	Jeffrey Rasor, Chief of Police	✓
Elliot Bonner, Mayor Pro Tem	✓	Erika Petersen, Town Clerk	✓
Orla Imbesi, Commissioner	✓	Keith Davis, Town Attorney	✓
David Knobel, Commissioner	✓	Brent Watson, Utilities Director	✓
Dwight Kulwin, Commissioner	✓	Jack Tomasik, Building Official	✓
Cindy McMackin, Commissioner	X	Dylan Brandenburg, Asst. Town Attorney	X

PUBLIC: Cameron Uranick (Eau Hotel), Joseph Amedo (RWB Construction), Tim Nardi (Eau Hotel), Dustin Mizell (Environmental Design Group), and Erica Whitfield (Palm Beach County School District).

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Deese called the Town Commission meeting to order at 5:02 p.m.

AGENDA ADDITIONS, DELETIONS OR SUBSTITUTIONS

There were none.

PUBLIC COMMENTS

There were none.

CONSENT AGENDA

- a. Minutes August 11th, 2026 Town Commission
- b. Police Department & Fire Rescue Report for August

Mayor Pro Bonner made a motion to **approve** the Consent Agenda, Commissioner Kulwin seconded, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

REGULAR AGENDA

OLD BUSINESS:

- a. n/a

NEW BUSINESS: *Quasi-Judicial Hearing

- i. *** Site Plan Modification Review-SPR-26-02 – 100 S. Ocean Blvd.**, Timothy Nardi, agent for MPB Property, LLC sought to modify the existing approved site plan by replacing existing guestroom balcony railings with new black aluminum railings and to add vertical wood cladding to the balcony areas in a teak color in accordance with Sec. 151.666 (A) of the Town Zoning Code. Authorized Agent, Timothy Nardi presented the application along with Cameron Uranick.

There was no ex parte

Vice Mayor Bonutti made a motion to **approve** SPR-26-02, Mayor Pro Tem Bonner seconded, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

- ii. *** Architectural Review-TARC-26-02 - 131 S. Ocean Blvd.**, The Town of Manalapan sought the Town Commission's approval for architectural alterations to the western portion of the lot at 131 S. Ocean Blvd. The modifications included installing an eight (8) foot high chain link fence for storage along the western property line for a length of 125 feet then turning east to create a rectangle that encompasses the existing grassy strip. Landscaping to be removed only at the southeastern portion where a rolling chain link gate was proposed. Alice Everard from the Town of Manalapan presented the application.

There was no ex parte

Commissioner Kulwin made a motion to **approve** TARC-26-02, Commissioner Knobel seconded the motion, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

- iii. **131 S. Ocean Blvd. Lease Agreement with MPB Property LLC.**

Town Manager Marmer introduced the item. The lease agreement allows MPB Property LLC to lease the Town-owned property at 131 South Ocean Blvd. for an initial term of one (1) year beginning on September 11, 2026 for \$4,600 a month.

Commissioner Imbesi made a motion to **approve** the lease agreement, Mayor Pro Tem Bonner seconded the motion, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

- iv. * **Special Exception-SE-26-03 - 1860 S. Ocean Blvd.**, 1860 South Ocean Boulevard Trust, requested the Town Commission's approval for a Special Exception to allow a beach house on the East side of A-1-A in accordance with Sec.151.093(B) of the Town Zoning Code. The Town Commission previously approved a beach house at this property in December of 2024, this new application proposed only modifications to the hardscape and landscape design. Dustin Mizell, the landscape architect, presented the application.

There was no ex parte

Commissioner Knobel asked how much of the project would be inside of the Coastal Construction Control Line. Mr. Mizell responded that all of it would be.

Commissioner Knobel made a motion to **approve** SE-26-03, Vice Mayor Bonutti seconded the motion, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

- v. Request from 1860 S. Ocean Blvd. for exemption from Sec. 94.22(C) of the Town code for Pedestrian Passageway construction during certain months of the year. Joseph Amedo from RWB Construction presented the request.

Commissioner Knobel asked if there would be a bypass on the road during construction. Mr. Amedo explained that only one lane on the road would be open at a time. He had already met with FDOT and the police department to organize the lane closure.

Commissioner Kulwin made a motion to **approve** the exemption from Sec. 94.22(C), Vice Mayor Bonutti seconded the motion, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

vi. New Guard House Discussion

Town Manager Marmer explained that the lowest bid for the guardhouse project came in at \$489,000, which was higher than the budgeted amount. He said the Town had a couple of options including value engineering and rebidding the project to try to reduce the cost. Conversely, he explained that the Town could add the guardhouse to the proposed Public Safety and Town Hall project. This approach would take longer, but could potentially provide cost savings because one contractor would be overseeing both simultaneously.

Commissioner Knobel suggested rebidding to get closer to the \$300,000 budget.

Commissioner Knobel made a motion to **approve** the denial of the lowest bid and to rebid, Vice Mayor Bonutti seconded the motion, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

PRESENTATION: Erica Whitfield from the Palm Beach County School District

Erica Whitfield updated the Commission on enrollment rates and funding within the Palm Beach County School district.

MAYOR'S COMMENTS, TOWN COMMISSION COMMENTS, TOWN MANAGER'S REPORT:

Mayor Deese asked Town Manager Marmer to discuss the calendar for future Commission meetings. Town Manager Marmer proposed moving the meeting scheduled for October 13th to October 27th and having no meeting in November before returning to the regular schedule in December. Commissioner Imbesi indicated that she would not be available October 27th. The Commission agreed to the calendar changes and town staff agree to send out updated calendar invitations.

Town Manager Marmer announced he was meeting with the town architects (Currie, Sowards, Aguila Architects) to discuss designs for the new Public Safety and Town Hall project. Town Manager Marmer informed the Commission that Palm Beach County Fire Rescue would no longer be part of the project and is instead interested in purchasing the existing Town Hall property. The Town and the Fire Department will each make separate appraisals of the current Town Hall. Town Manager Marmer noted he would provide the appraisal to the Commission when it was available.

The Commission discussed concerns about the fire department being potentially outbid, and it leaving the island. Commissioner Knobel wanted to make sure that if the Town sells the lot, that the Fire Department builds a station that can support the community. Town Attorney Davis said that the Town can make a contract that requires a fire station to be built.

Town Manager Marmer updated the Commission that he was still in depositions regarding the sand transfer plant.

Town Manager Marmer informed the Commission that the Town had applied for several grants, including the Lake the Worth Lagoon Initiative. The Town also requested Resilient Florida funds for the septic to sewer conversion project.

Town Manager Marmer noted that he was still in discussions with Lantana about them providing the Town with water. He told the Commission that Mock Roos was looking at different options for the water treatment plant to comply with federal regulations. Vice Mayor Bonutti asked about the possibility of selling water to the Town of Ocean Ridge. Utilities Director Watson said that there would be a heavy cost to provide water, and it would require infrastructure investments. Town Manager Marmer agreed to explore this option.

Mayor Deese noted that there was currently a vacancy on the Architectural Commission due to the passing of Sharon Kikland. He urged residents to reach out if they are interested in filling the vacancy.

PUBLIC HEARING

- a. **PH 1 – Ordinance #407** - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA; AMENDING THE TOWN CODE OF ORDINANCES AT CHAPTER 155. BEACHES AND WATERWAYS. SECTION 155.03. PROHIBITED FISHING ACTIVITIES.

BY RE-NAMING THIS SECTION TO READ “PROHIBITED FISHING RELATED NUISANCE ACTIVITIES, AND OTHER NUISANCE ACTIVITIES”; DEFINING AND PROVIDING EXAMPLES OF PROHIBITED NUISANCE ACTIVITY ON BEACHES, RIGHTS-OF-WAY, AND OTHER PLACES IN THE TOWN TO INCLUDE LITTERING, TRESPASSING, NOISE VIOLATIONS AND LIGHT VIOLATIONS; IDENTIFYING TOWN POLICE AS HAVING ENFORCEMENT JURISDICTION OVER ALL NUISANCE ACTIVITY THAT OCCURS ANYWHERE IN THE TOWN; ALSO IDENTIFYING FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION (FWC) JURISDICTION OVER SALTWATER FISHING ACTIVITIES IN FLORIDA STATE WATERS IN AND ADJACENT TO THE TOWN, ACKNOWLEDGING FWC JURISDICTION OVER SHORE BASED SHARK FISHING; AND STATING FWC RULES AND REGULATIONS THAT APPLY TO SHORE BASED SHARK FISHING; DIRECTING THE TOWN MANAGER AND POLICE CHIEF TO WORK WITH FWC AND OBTAIN EDUCATIONAL MATERIALS TO BE PROVIDED TO TOWN RESIDENTS AND GUESTS REGARDING FWC RULES AND REGULATIONS THAT APPLY TO SHORE BASED SHARK FISHING; ENCOURAGING TOWN RESIDENTS AND GUESTS TO PROMPTLY REPORT ANY AND ALL NUISANCE ACTIVITY THEY MAY OBSERVE ON BEACHES, RIGHTS-OF-WAY, AND OTHER PLACES IN THE TOWN, FURTHER ENCOURAGING TOWN RESIDENTS AND GUESTS TO PROMPTLY REPORT ANY AND ALL SHORE BASED SHARK FISHING ACTIVITY THAT APPEARS TO VIOLATE ANY FWC RULE; PROVIDING DEFINITIONS, AND PROVIDING FOR ENFORCEMENT; PROVIDING THAT ALL OTHER SECTIONS AND SUBSECTIONS OF CHAPTER 155. BEACHES AND WATERWAYS. WILL REMAIN IN FULL FORCE AND EFFECT AS PREVIOUSLY ADOPTED; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(Second Reading)**

Town Attorney Davis read the ordinance. Commissioner Knobel asked for clarification regarding nuisance lighting. Town Attorney Davis clarified that the nuisance lighting referred to people on the beach, and that it would be enforced by the Police Department.

Commissioner Imbesi made a motion to **approve** Ordinance #407 on second reading, Mayor Pro Tem Bonner seconded the motion, which prevailed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

The Town Commission meeting adjourned at 6:09 p.m.

FIRST BUDGET HEARING

Mayor Deese called the First Budget Hearing to order at 6:11 p.m.

Town Manager Marmer announced that the millage rate is 6.65% higher than the rolled-back rate of 2.8130 mills necessary to fund the budget.

The proposed millage rate is 3.000 mills. The total budget is \$15,521,359 for fiscal year 2026-2027. The General Fund budget is \$9,741,410, Library Fund of \$85,992, General Government CIP of \$516,032, Utility Fund of \$4,112,925, and Utility Fund CIP of \$1,065,000.

Mayor Deese opened the meeting to public comment; there was none. The public portion of the meeting was closed.

Vice Mayor Bonutti made a motion to **adopt** the proposed millage rate for fiscal year 2026-2027 to be set at the rate of 3.000 mills. Commissioner Kulwin seconded the motion which passed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

Commissioner Knobel made a motion to adopt the tentative budget for the fiscal year 2026-2027 with the General Fund Budget of \$9,741,410, Library Fund Budget of \$85,992, General Government CIP of \$516,032, Utility Fund of \$4,112,925, and Utility Fund CIP of \$1,065,000, for a total budget of \$15,521,359. Commissioner Kulwin seconded the motion which passed by the following vote:

YES: Mayor Deese, Vice Mayor Bonutti, Mayor Pro Tem Bonner, Commissioner Imbesi, Commissioner Knobel, and Commissioner Kulwin.

The next budget is scheduled for September 28th at 5:01 p.m. at the Town Hall.

First Budget Hearing was adjourned at 6:16 p.m.

**These minutes were presented to the Town Commission
on Monday September 28th, 2026 for approval.**

John Deese, Mayor

Date Signed

Erika Petersen, Town Clerk

Date Signed



TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28, 2026

Agenda Item No.: CA - b

Agenda Item Name: **RES 07-2026** Updated Utility Rates

ACTION REQUESTED: Discussion ☐ Approval ☒

BACKGROUND:

The Town of Manalapan last adjusted its water utility rates in May 2025, after the rates remained unchanged for eleven (11) years. Prior to this adjustment, the utility experienced a significant reduction in its customer base, most notably after the Town of Hypoluxo transitioned to water service from the City of Boynton Beach. This loss of customers has reduced the revenue generated by the water utility.

At the July 2026 public budget workshop, the Town Commission agreed to immediately implement instead of continuing to phase these rate changes over a three-year period. The Town's goal is to foster and align revenue generation with current and projected demands on the system. This ensures that the Town remains in compliance with its financial obligations and continues to provide reliable water service to its customers.

These updated utility rates are based on detailed financial modeling and are designed to enable the Town to meet its operational costs, capital improvement needs (i.e. the Septic-to-Sewer conversion project), and existing debt service requirements. Over the next year, a new rate study will be completed to account for utility upgrades to meet new federal regulations.

ATTACHMENT:

- RES 07-2026 Updated Utility Rates

RESOLUTION 07-2026

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, PURSUANT TO SECTIONS 50.56 AND 51.50 OF THE TOWN CODE OF ORDINANCES, ADOPTING AN UPDATED SCHEDULE OF RATES, FEES AND CHARGES FOR UTILITY DEPARTMENT SERVICES RENDERED BY THE TOWN OF MANALAPAN FOR ITS CITIZENS AND CUSTOMERS; REPEALING ALL PRIOR UTILITY DEPARTMENT SERVICE RATE AND FEE RESOLUTIONS; PROVIDING THAT THIS SCHEDULE OF RATES, FEES AND CHARGES SHALL BE AVAILABLE FOR INSPECTION AT ALL TIMES AT THE TOWN HALL DURING REGULAR BUSINESS HOURS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Town of Manalapan previously received an analysis from its Water Utility consultant which provides data to support its recommendation that the Town's Water Utility should amend its water rate structure and policies to generate revenue sufficient to maintain the fiscal integrity of the Water Utility and to ensure compliance with all operational and capital financing requirements; and

WHEREAS, the Town Commission of the Town of Manalapan determines that it is fiscally necessary and prudent to amend its water rate structure consistent with the findings and as recommended by its Water Utility consultant; and

WHEREAS, the Town Commission desires to make certain the schedule of utility service rates, fees and charges is available for inspection such that any member of the public may be aware of the cost of utility services provided by the Town of Manalapan.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA:

Section 1: The Town Commission of the Town of Manalapan hereby officially adopts the schedule of rates, fees and charges attached hereto as Exhibit A which is hereby made a part hereof as if fully set forth herein.

Section 2: This Resolution specifically supersedes and repeals any and all other utility department service rate, fee, charge and/or surcharge schedules previously adopted.

Section 3: This Resolution shall take effect October 1, 2026.

PASSED AND ADOPTED this 28th day of September, 2026.

TOWN OF MANALAPAN

JOHN DEESE, MAYOR

ATTEST:

(Seal)

ERIKA PETERSEN, TOWN CLERK

Town of Manalapan

Water and Wastewater Rates

Line No.		Effective Date - On or Before	
		Existing	October 1, 2026
1	Water System - Monthly Rates for Service		18.00%
2	<i>Individually Metered Residential Service - per Meter</i>		
3	Base Charge		
4	5/8-inch	\$ 73.38	\$ 86.59
5	3/4-inch	106.20	125.32
6	1-inch	171.83	202.76
7	1 1/2-inch	335.90	396.36
8	2-inch	532.79	628.69
9	3-inch	1,025.02	1,209.52
10	4-inch	1,648.50	1,945.23
11			
12	Volume Charge - per 1,000 gallons		
13	0 - 15,000 gallons	\$ 2.69	\$ 3.17
14	15,001 - 50,000 gallons	3.10	3.66
15	50,001 -100,000 gallons	4.04	4.77
16	100,001 -150,000 gallons	5.38	6.35
17	Over 150,000 gallons	6.73	7.94
18			
19	<i>Master Merered Residential Service - per Unit</i>		
20	Base Charge - all Units	\$ 38.60	\$ 45.55
21	Volume Charge - per 1,000 gallons		
22	All gallons	\$ 4.04	\$ 4.77
23			
24	<i>Commercial - per Meter</i>		
25	Base Charge		
26	5/8-inch	\$ 89.79	\$ 105.95
27	3/4-inch	130.81	154.36
28	1-inch	212.84	251.15
29	1 1/2-inch	417.94	493.17
30	2-inch	664.05	783.58
31	3-inch	1,279.33	1,509.61
32	4-inch	2,058.69	2,429.25
33			
34	Volume Charge - per 1,000 gallons		
35	All gallons	\$ 4.04	\$ 4.77
36			
37	<i>Individually Metered Irrigation Service - per Meter</i>		
38	Base Charge		
39	5/8-inch	\$ 73.38	\$ 86.59
40	3/4-inch	106.20	125.32
41	1-inch	171.83	202.76
42	1 1/2-inch	335.90	396.36
43	2-inch	532.79	628.69
44	3-inch	1,025.02	1,209.52
45	4-inch	1,648.50	1,945.23
46			
47	Volume Charge - per 1,000 gallons		
48	0 - 50,000 gallons	\$ 3.10	\$ 3.66
49	50,001 -100,000 gallons	4.04	4.77
50	100,001 -150,000 gallons	5.38	6.35
51	Over 150,000 gallons	6.73	7.94
52			
53	Wastewater System - Monthly Rates for Service		
54	<i>Individually Metered Residential Service - per Meter</i>		
55	Base Charge		
56	5/8-inch	\$ 190.54	\$ 224.84
57	3/4-inch	190.54	224.84
58	1-inch	190.54	224.84
59	1 1/2-inch	190.54	224.84
60	2-inch	190.54	224.84
61	3-inch	190.54	224.84
62	4-inch	190.54	224.84
63			
64	Volume Charge - per 1,000 gallons		
65	0 - 15,000 gallons	\$ 12.75	\$ 15.05
66	Over 15,000 gallons	-	-
67			
68	<i>Master Merered Residential Service - per Unit</i>		
69	Base Charge - all Units	\$ 95.27	\$ 112.42
70	Volume Charge - per 1,000 gallons		
71	All gallons	\$ 12.75	\$ 15.05
72			
73	<i>Commercial - per Meter</i>		
74	Base Charge		
75	5/8-inch	\$ 190.54	\$ 224.84
76	3/4-inch	285.31	336.67
77	1-inch	474.85	560.32
78	1 1/2-inch	853.93	1,007.64
79	2-inch	1,230.48	1,451.97
80	3-inch	1,800.37	2,124.44
81	4-inch	2,937.61	3,466.38
82			
83	Volume Charge - per 1,000 gallons		
84	All gallons	\$ 12.75	\$ 15.05

TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28th, 2026

Agenda Item No.: RA. b.i.

Agenda Item Name: Variance VAR 26-06 – 1940 S. Ocean Blvd.

BACKGROUND:

Variance - VAR-26-06 – 1940 S. Ocean Blvd., David F. MacNeil Trust, David F. MacNeil Trustee, by and through its authorized agent Affinity Architects, seeks the Town Commission's approval for a variance as a result of acquiring and unifying onto 1940 South Ocean Boulevard a portion of the lot immediately adjacent to the south. Specifically, a variance from Town Code Sec. 151.097(A)(2) where a two (2) story structure shall have an aggregate side yard width equal to thirty (30) percent of the average width of the lot or lot of record, or equal to the overall height of the building (as defined in Section 151.003), whichever is greater. The applicant is requesting a south side setback of fifty-five feet (55'-0") and a north side setback of forty-five feet (45'-0") totaling 100'-0" aggregate where 135'-0" is the currently allowed minimum.

MOTION:

- Move to approve/disapprove Variance VAR 26-06

ATTACHMENTS:

- Development Application
- Narrative and Variance Questions
- Letter from property owner of 1900 S. Ocean Blvd.



TOWN OF MANALAPAN
600 South Ocean Boulevard, Manalapan, FL 33462
(561) 585-9477, Fax (561) 585-9498
townhall@manalapan.org www.manalapan.org

DEVELOPMENT APPLICATION

Submittal Date: 8/07/2026

Property Control # 42-43-45-15-00-001-0014

PROPERTY OWNER(S)	AUTHORIZED AGENT(Required if owner not presenting) (ARCHITECT & CONTRACTOR)
Name: DAVID F MACNEIL	Name: AFFINITI ARCHITECTS - & RWB DESIGN BUILD LIVE-MARION COATES BENJAMIN SCHREIER
Address: 1940 S OCEAN BLVD MANALAPAN, FL 33462	Address: 6100 BROKEN SOUND PKWY NW STE 8 BOCA RATON, FL 33487
Phone: 954-280-8000	Phone: 561-750-0445 (Benjamin) 772-834-5160 (Marion)
E-mail: dfmacneil@macneil.com	E-mail: BS@AFFINITI.US & MARION@RWBDESIGNBUILDLIVE.COM

ARCHITECT/LANDSCAPE ARCHITECT	DEVELOPER/CONTRACTOR:
Name: BENJAMIN SCHREIER	Name: MARION COATES
Company Name: AFFINITI ARCHITECTS	Company Name: RWB DESIGN.BUILD.LIVE
Address: 6100 BROKEN SOUND PKWY NW STE 8 BOCA RATON, FL 33487	Address: 4875 PARK RIDGE BLVD #110 BOYNTON BEACH, FL 33426
Phone: BS@AFFINITI.US Cell: 561-750-0445	Phone: 561-270-1808 Cell: 772-834-5160
E-mail: BS@AFFINITI.US	E-mail: MARION@RWBDESIGNBUILDLIVE.COM

APPLICANT'S CERTIFICATION

- (I) BS (owner or authorized agent) affirm and certify that I understand and will comply with all provisions and regulations of the Town of Manalapan, Florida. Additionally, I certify that the drawings and specifications show full compliance and do fully comply with the Zoning Code. I understand that if any drawings or specifications are not in full compliance, the application will be rejected. If approved by the Town, the aforementioned real property described herein will be considered, in every respect, to be a part of the Town of Manalapan and will be subjected to all applicable laws, regulations, taxes and police powers of the Town including the Comprehensive Plan and Zoning Code. I further certify that all statements and diagrams submitted herewith are true

Updated 03/03/2026



To: The Town of Manalapan

Date: September 01, 2026

Variance Narrative for 1940/1960 South Ocean Boulevard:

The Owner of 1940 South Ocean Boulevard has purchased the adjacent property to the south at 1960 South Ocean Boulevard, as well as the adjacent property to the north at 1920 South Ocean Boulevard. The Owner is combining the properties through unity of title and seeks a variance for the (North) side setback.

The average width of the (combined) lot is 450'; requiring an aggregate side yard of 135'. The southern side setback is 55', and the north side setback is a proposed 45'.

The Owner is seeking a variance for the following code section:

-151.097(A)(2): A two (2) story structure shall have an aggregate side yard width equal to thirty (30) percent of the average width of the lot or lot of record, or equal to the overall height of the building (as defined in Section 151.003), whichever is greater. Nonetheless, no side yard shall be less than twenty-five (25) feet.

The average width of the lot is 450'; requiring an aggregate side yard total of 135'. The southern side setback is 55' and the northern side setback is a proposed 45', totaling an aggregate of 100'

151.672 (C): Variances. Authorize on appeal such variance from the terms of the chapter as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this chapter will result in unnecessary and undue hardship. In order to authorize any variance from the terms of this chapter, the Town Commission must and shall find:

(1) That special conditions and circumstances exist which are peculiar to the land or building involved and which are not applicable to other lands or buildings in the same zoning District.

See Narrative

(2) That the special conditions and circumstances do not result from the actions of the applicant or his or her predecessor in interest.

See Narrative

(3) That granting the variances requested will not confer on the applicant any special privilege that is denied by this chapter to other lands or structures in this same zoning District.

See Narrative



Mitchell F. Kunik, AIA, LEEDAP, NCARB
Benjamin Schreier, AIA
Huy D. Nguyen
Matthew W. Wheeler, AIA, NCARB

BOCA RATON, FL • DELRAY BEACH, FL
RICHMOND, VA

(4) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same zoning District under the terms of this chapter and would work unnecessary and undue hardships on the applicant.

See Narrative e

(5) That the variance granted is the minimum variance that will make possible the reasonable use of the land or structure, or both.

See Narrative

(6) That the grant of the variance will be in harmony with the general intent and purpose of this chapter and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

See Narrative

(7) In granting any variance, the Town Commission may prescribe appropriate conditions and safeguards in conformity with this chapter. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter. Under no circumstances shall the Town Commission grant a variance to permit a use not generally, or by special exception, permitted in the zoning District involved or any use expressly or by implication prohibited by the terms of this chapter in the zoning District. No nonconforming use of neighboring lands or structures or both in the same zoning District and no permitted use of lands or structures or both in other zoning Districts shall be considered grounds for the authorization of a variance.

See Narrative

Sincerely,

Benjamin Schreier / Affiniti Architects

From: [Alice Everard](#)
To: [Erika Petersen](#)
Subject: FW: VARIANCE - VAR-26-06 1940 S OCEAN BLVD
Date: Wednesday, September 23, 2026 8:52:42 AM

fyi

Alice Everard
Zoning Administrator
Town of Manalapan
600 South Ocean Boulevard, Manalapan, Florida 33462
Office Hours: 7:30 – 3:30 **Tuesday, Wednesday, Thursday**
[\(561\) 383-2544](tel:5613832544)
[\(561\) 585-9498](tel:5615859498) (Fax)
aeverard@manalapan.org

PLEASE INCLUDE PROJECT ADDRESS OR MGO PROJECT NUMBER IN ALL RESPONSES

From: Sujani Info <info@sujani.com>
Sent: Tuesday, September 22, 2026 3:36 PM
To: Alice Everard <aeverard@manalapan.org>
Cc: Jacek Tomasik <jtomasik@manalapan.org>; Eric Marmer <emarmer@manalapan.org>
Subject: VARIANCE - VAR-26-06 1940 S OCEAN BLVD

Ms. Everard,

1940 is becoming a large estate and we expect lot of activity on that great compound. In that situation the side set back north of only 45' is not enough for the peace and quiet of home on 1900 S OCEAN BLVD. On the other hand, such a large estate should have more space on its side to be exclusive and private. We request that Town Commission keep the set back as per the code. In our opinion it is not imposing any hardship on 1940 as well it is not doing any public good.

Also careful consideration should be given to allowing 3 beach houses and 2 docks for a single property.

Should you have questions or concerns, please do not hesitate to contact me.

Regards
JAGBIR SINGH

Sujani Enterprises Inc.

info@sujani.com

1890 S Ocean Blvd
Manalapan, FL 33462-6223
tel: 908 342 1829

TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28th, 2026

Agenda Item No.: RA. b.ii.

Agenda Item Name: ARCOM Vacancy Appointment

BACKGROUND:

A vacancy currently exists on the Architectural Commission for the 2nd Alternate position previously held by Sharon Kirkland. The Town solicited interest from residents and received applications from three individuals for consideration by the Town Commission. The applicants' resumes and biographies are included with this agenda item for review.

Pursuant to the Town Code, the Architectural Commission consists of five regular members and two alternate members who are appointed by and serve at the pleasure of the Town Commission. Members must be Town residents and registered voters who reside in Manalapan for at least seven months of each year. When possible, appointments should consider relevant professional experience, civic interest, and sound judgment related to architecture, planning, land development, real estate, landscape architecture, or similar fields.

The Town Commission is being asked to select and appoint one of the three applicants to fill the vacant 2nd Alternate position. Ballots will be provided to each Commissioner, and the results will be tallied and provided to the Mayor. In the event of a tie, the candidate receiving the lowest number of votes will be removed and a second vote will be conducted; if a tie remains, the Mayor will make the final selection.

MOTION:

- Move to approve/disapprove the candidate with the most votes

ATTACHMENTS:

- Jean Cohen resume
- Pam Gulla resume
- Susan McLaughlin resume

Ladies and Gentlemen,

I am interested to become an alternate for the Town of Manalapan's ARCOM committee. Please let me know if you would like more information.

Due to previously planned commitments, I am available for in-person meetings at the Manalapan Town Hall beginning December 3, 2026.

Best regards,
Jeannie Cohen
610.547.3688

Here are some of my credentials:

2012 - present Volunteer for various organizations.

Public speaking experiences include gatherings at the Cohen Pavilion, Kravis Center, West Palm Beach, FL.

2006 - 2010 Wasserson Design LLC

Salesperson for whole house automation, home theaters, high-end automation, for multi-dwelling units including Ritz Carlton and Parc Rittenhouse, PA condos. Presenter at CEDIA, leading home convention for smart home and residential technology integration.

2001 - 2012 Educational Consultant

Advised relocating senior executives throughout USA and their families on opportunities and school placements for children ages two-25 (pre school - graduate school programs).

Client firms included AIG Insurance, Siemens, CIGNA, and Honeywell.

2001 - 2006 Penn Valley Civic Association

President and treasurer of the suburban community association serving approximately 500 homeowners to promote safety and prosperity for residents of Penn Valley and Gladwyne PA.

Key issues included use of cell and internet antennas, deer control, communication with Police and Fire staffs, township staff and commissioners, and various zoning matters, and the maintenance and beautification of community properties.

1999 - 2003 Vice President Lower Merion School Board, Ardmore, PA

Chair of the Facilities, and the Purchasing committees with oversight of ten schools, with 6600 students, including stewardship of \$150 million of school renovations, the \$100 million operating budget, and ran key personnel identification and hiring of the schools' superintendent, and various school principals. Suggested and implemented key policy changes. Community included 25,000 homeowners and taxpayers. Ran televised public meetings shown on local cable channels.

Prior work experiences included consulting engagements on the topics of emerging technology, building new corporate headquarters, organization behavior and key executive transitions and prioritization and reorganization of staff and work products with clients (eg. Merck, McNeil Pharmaceuticals, Avon, Tiffany & Co.)

Pam Gulla

Pam Gulla has been a Managing Member of Excelsior Estate Homes, LLC since 1996, with nearly 30 years of experience in high-end custom home design and construction. She is also a member of the American Society of Interior Designers (ASID).

Throughout her career, Pam has personally overseen the design and construction of a significant number of luxury residences. Her experience encompasses the full home-building process, including architectural planning, exterior design, material and finish selection, and construction, working closely with architects, builders, contractors, and specialized trades.

Excelsior Estate Homes currently builds high-end custom residences in Florida, New York and New Jersey, with offices in West Palm Beach, Florida, and Ramsey, New Jersey.

Pam has a strong interest in architecture, design, and maintaining the quality and character of a community. She believes her extensive hands-on experience with luxury residential construction would allow her to bring a knowledgeable and thoughtful perspective to ARCOM. She would be pleased to serve as an alternate board member and contribute her experience to the Manalapan community.

Pamela Gulla

Allied ASID

Excelsior Estate Homes, LLC

pamgulla@gmail.com

201.675.4759

Susan E. McLaughlin
100 Churchill Way
Manalapan, Florida 33462
Email: susanstars@mc.com Ph: 561.284.0386

My name is Susan McLaughlin. I have been a full-time resident and homeowner in Manalapan, Florida since December 2022. Prior to living in Manalapan, I was a full-time resident in South Palm Beach. My husband and I relocated to Palm Beach from San Diego, California.

My 41-year career in the real estate industry started in 1985. My experience includes fifteen years as an Escrow Officer employed with an independent Escrow company and a few nationwide Title Insurance companies. I have held a real estate license, title insurance license and notary public designation for decades. The balance of my career beginning in 2000 focused on new home sales, single-family and multi-family homes, residential high-rise development and sales in San Diego and San Francisco, and real estate investment. In San Diego, I owned a real estate company focusing on Downtown commercial and residential new high-rise developments, resales and leasing.

I have experience in property renovations, remodels and general construction and overseeing contractors. I have worked with contractors and architects in new construction and renovations, remodel and design, and I can read a set of plans. I have a lot of experience with title related issues and encumbrances, and I have been on HOA Boards. My current involvement in real estate focuses on commercial and residential real estate investments with my husband. I am a very detailed person, especially when it's related to homes and properties, and I have a very fair and practical approach to examining situations and issues to achieve positive results.

TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28th, 2026

Agenda Item No.: RA. b.iii.

Agenda Item Name: Announcement of improved Community Rating System (CRS) class

BACKGROUND:

The Town of Manalapan is pleased to announce that its Community Rating System (CRS) classification has improved from Class 8 to Class 7. As a result of this improved rating, eligible flood insurance policies within the Town will receive a 15% premium discount, an increase from the previous 10% discount.

The CRS is a voluntary program administered by the Federal Emergency Management Agency (FEMA) that recognizes communities for floodplain management practices that exceed minimum federal requirements. The Town's improved classification reflects its continued flood prevention, mitigation, and floodplain management efforts.

The Town also participates in the Local Mitigation Strategy (LMS), which supports flood prevention and mitigation efforts within participating communities. As part of its participation, the Town adopted a Flood Damage Prevention Ordinance in 2004 and continues to implement measures designed to reduce flood risk and enhance community resiliency.

Participating communities are required to periodically update their LMS plans and submit annual progress reports documenting their flood prevention activities. The annual progress report is presented to the Town Commission, with meeting minutes provided as documentation to FEMA that the report was presented to the Town's elected body.

MOTION:

- n/a

ATTACHMENTS:

- FEMA letter



September 14, 2026

Mr. Eric Marmer
Manalapan Town Manager
600 South Ocean Boulevard
Manalapan, Florida 33462

Dear Mr. Marmer:

The purpose of this letter is to provide you with the results of the National Flood Insurance Program (NFIP) Community Rating System (CRS) field verification findings based on your 5-year cycle verification. The field verification report is enclosed for your records.

Congratulations! The Department of Homeland Security, Federal Emergency Management Agency (FEMA), has determined that the Town of Manalapan will increase to a Class 7 in the NFIP CRS. The floodplain management activities implemented by your community qualify it for a 15 percent discount on flood insurance premiums for most NFIP policies issued or renewed on or after April 1, 2027. This savings is a tangible result of the flood mitigation activities your community implements to protect lives and reduce property damage.

The CRS rating for your community will automatically be renewed annually as long as there are no NFIP noncompliance actions, so a notification letter will not be sent every year. This annual renewal will take place as long as your community continues to implement the CRS activities you certify in your annual recertification documentation. If no additional modifications or new CRS activities are added, the next verification visit for your community will be in accordance with its established 5-year cycle. In the interim, FEMA will periodically send the "NFIP/CRS Newsletter" and other notices to your CRS Coordinator to keep your community informed.

I commend you on your community actions and your determination to lead your community to be more disaster resistant. This commitment enhances public safety, property protection, and protects the natural functions of floodplains, and reduces flood insurance premiums.

If you have any questions or need additional information, please contact the FEMA Region IV Office, CRS Coordinator Roy McClure at Roy.McClure@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink that reads "Shilpa Mulik". The signature is written in a cursive, flowing style.

Shilpa Mulik, CRS Program Manager
Floodplain Management Division
Hazard Mitigation Directorate

Enclosure

cc: Ms. Erika Petersen, CRS Coordinator

**Federal Emergency Management Agency (FEMA)
National Flood Insurance Program's (NFIP)
Community Rating System (CRS)**



CRS Cycle Verification Report

**Prepared For:
Town of Manalapan, Florida**

CID #120215

Report Date: August 31, 2026

Prepared By:
*Insurance Services Office, Inc., a subsidiary of Verisk Analytics,
Contractor to the NFIP's Community Rating System*

Introduction

The National Flood Insurance Program (NFIP) Community Rating System (CRS) is a national program developed by the Federal Emergency Management Agency (FEMA). The CRS was implemented in 1990 as a voluntary program for recognizing and encouraging community floodplain management activities that exceed minimum NFIP standards. The CRS Program has been developed and maintained in accordance with the 1994 NFIP Reform Act. See Section 1315 of NFIP Act of 1968, as amended by P.L. 103-325, Sec. 541 in 1994.

A community's participation in the CRS allows property owners within the community who purchase NFIP flood insurance to realize a discount on their flood insurance. This discount is based on the classification received following a full verification of all Activities within the program implemented by the community. Discounts range from 5% to 45% and are available to all policyholders within the community. The discounts incentivize communities to maintain existing floodplain management efforts and implement new flood protection activities that help save lives and property when a flood occurs.

The Community Rating System (CRS)

The CRS consists of numerous Activities and elements as described in the Coordinator's Manual. Communities can earn credit through various floodplain management activities that reduce and avoid flood damage to insurable property, strengthen and support the insurance aspects of the NFIP, and foster comprehensive floodplain management. Communities must also meet specific prerequisites to earn higher classifications. The sum of the credit points earned under each Activity, along with the determination of prerequisites met, results in a classification and premium discount for each policyholder in the community. See Table 1 below.

Table 1. CRS Credit Points, Classes, and Premium Discounts		
CRS Credit Points	CRS Class	CRS Discount (Premium Reduction)
4,500+	1	45%
4,000 – 4,499	2	40%
3,500 – 3,999	3	35%
3,000 – 3,499	4	30%
2,500 – 2,999	5	25%
2,000 – 2,499	6	20%
1,500 – 1,999	7	15%
1,000 – 1,499	8	10%
500 – 999	9	5%
0 – 499	10	0

Determining a CRS Classification

A Verisk representative met with the Town of Manalapan, Florida on August 27, 2025, to fully evaluate the program and recommend the community's classification to FEMA for the next 5 years. All credit criteria and credits are assigned and described in the Coordinator's Manual. All required program actions and documentation in the Coordinator's Manual are collected and evaluated by Verisk representatives to produce a new point total, to verify that prerequisites are met, and determine the recommended CRS classification for the community. A final report is then provided to the community to document the evaluation and recommend the community's classification to FEMA. FEMA changes CRS classifications in the Flood Insurance Manual biannually. If FEMA concurs with Verisk's recommendation, the community will receive an official letter from FEMA confirming the classification and effective date.

A total of 1,661 credit points are verified which results in a recommendation that the community improve from a CRS Class 8 to a CRS Class 7. The community has met all Class 7 prerequisites. See Appendix A at the end of this report for a review of all class prerequisites.

Annual Requirements

Each year you will be required to recertify your classification confirming your community continues to implement the CRS program as credited. You will be notified 30 days prior to that date with detailed instructions. Please keep your CRS Coordinator and CEO contact information current with us. As a reminder, the following activity requirements must be performed annually:

Activity 310 – Permit List and Construction Certificates

Activity 320 – Publicity and Records of service (logs)

Activity 360 – Publicity and Records of service (logs)

Activity 420 – Amendment(s) to your Zoning or Land Development Ordinance(s) that affect CRS credit (if applicable)

Activity 430 – Amendment(s) to your Floodplain Development Ordinance(s) that affect CRS credit (if applicable)

Activity 502 – Annual Rep Loss outreach letter to all Rep Loss Areas

Activity 510 – Floodplain Management Plan Annual Progress Report

Activity 610 – Annual outreach letter to residents

Activity 610 – After Action Report from annual exercise or actual flooding event

CRS SCORING SUMMARY

Community: Town of Manalapan, Florida

CID: 120215

CRS Activity	Previous Report Date 2019 Verification	Current Report Date 2026 Verification
310 - Elevation Certificates	30	38
320 - Map Information Service	90	90
330 - Outreach Projects	136	143
340 - Hazard Disclosure	5	15
350 - Flood Protection Information	70	83
360 - Flood Protection Assistance	55	55
370 - Flood Insurance Promotion	0	20

	Base x CGA*	Base x CGA*
410 - Floodplain Mapping	0 x 1.06 = 0	0 x 1.08 = 0
420 - Open Space Preservation	80 x 1.06 = 85	36 x 1.08 = 39
430 - Higher Regulatory Standards	228 x 1.06 = 242	208 x 1.08 = 225
440 - Flood Data Maintenance	136 x 1.06 = 144	188 x 1.08 = 203
450 - Stormwater Management	30 x 1.06 = 32	30 x 1.08 = 32

510 - Floodplain Management Planning	85	323
520 - Acquisition and Relocation	0	0
530 - Flood Protection	0	0
540 - Drainage System Maintenance	80	80

610 - Flood Warning Program	0	315
620 - Levees	0	0
630 - Dams	0	0

Total CRS Credit:	1054	1661
Classification:	8	7

** The 400 Series is affected by the County Growth Adjustment (CGA) for a community. The CRS multiplies the base score of Activity by the growth rate (CGA value) to achieve the total Activity score. See Activity 710 in the Coordinator's Manual for further explanation.*

Understanding the color-coding in this Section:

	Activity score increased from previous verification.
	Element score increased from previous verification.
	Activity score decreased from previous verification.
	Element score decreased from previous verification.



CRS Detailed Scoring & Verification Results

SECTION 230: PROGRAM DATA TABLE	Previous Values (2019)	Current Values (2026)	Explanation
Buildings in the SFHA (bSF):	308	308	
Area of Special Flood Hazard Area (aSFHA):	307.35	307.35	
Area of regulated floodplain (aRF):	307.35	307.35	
Effective FIRM Date	10/5/2017	12/20/2024	

300 Series: Public Information Activities

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
310: ELEVATION CERTIFICATES	30	38	
a. Construction certificate management procedures (CCMP) - having written procedures that document how a community collects, reviews, corrects, maintains and makes CCs available to inquirers. [Class 9 prerequisite]	30.00	38.00	CCMP in file and approved by Dept Head.
b. Maintaining elevation certificates for post-FIRM buildings (ECPO) - maintaining ECs on buildings built before the date of CRS application but after the initial date of the FIRM			
c. Maintaining elevation certificates for pre-FIRM buildings (ECPR) - maintaining ECs on buildings built before the initial date of the FIRM			
320: MAP INFORMATION	90	90	
a. Basic FIRM information (MI 1) - basic information found on a FIRM that is needed to accurately rate a flood insurance policy	30.00	30.00	Basic information provided. Publicity is mailed to community annually. Logs provided.
b. Additional FIRM information (MI 2) - providing information that is shown on most FIRMs, such as protected coastal barriers, floodways, or lines demarcating wave action	20.00	0.00	Adequate documentation not provided this verification.
c. Problems not shown on the FIRM (MI 3) - providing information about flood problems other than those shown on the FIRM			
d. Flood depth data (MI 4) - providing information about flood depths			
e. Special flood-related hazards (MI 5) - providing information about special flood-related hazards, such as erosion, ice jams, or tsunamis	0.00	20.00	Critically eroded beaches
f. Historical flood information (MI 6) - providing information about past flooding at or near the site in question	20.00	20.00	Rep Loss Areas identified.
g. Natural floodplain functions (MI 7) - providing information about areas that should be protected because of their natural floodplain functions	20.00	20.00	Mangroves, seagress info provided.

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
330: OUTREACH PROGRAMS	136	143	
a. Outreach projects (OP) - designing and carrying out public outreach projects; credit may be increased if there is a PPI	136.00	93.00	5 informational projects, 2 general projects, 1 targeted projects done annually.
b. Flood response preparations (FRP) - having a pre-flood plan for public information activities ready for the next flood; may be increased by the PPI multiplier	0.00	50.00	18 projects prepared and ready for dissemination.
c. Program for public information (PPI) - projects that are designed and implemented as part of an overall public information program			
d. Stakeholder delivery (STK) - having information disseminated by people or groups from outside the local government (credit added to OP)			
340: HAZARD DISCLOSURE	5	15	
a. Disclosure of flood hazard (DFH) - if real estate agents notify potential SFHA buyers about the flood hazard and the flood insurance purchase requirement			
b. Other disclosure requirements (ODR) - each method of flood hazard disclosure required by law	5.00	15.00	Credit for state regulations.
c. Real estate agents' brochure (REB) - if real estate agents are providing handouts that advise potential buyers to investigate the flood hazard for a property			
d. Disclosure of other hazards (DOH) - if the notice to prospective buyers includes disclosure of other flood-related hazards, such as erosion, subsidence, or wetlands			
350: FLOOD PROTECTION INFORMATION	70	83	
a. Flood protection library (LIB) - having FEMA publications on flood protection topics housed in the public library	10.00	10.00	All publications credited.
b. Locally pertinent documents (LPD) - having additional references on the community's flood problem or local/state floodplain management programs in the public library	10.00	4.00	4 publications credited.
c. Flood protection website (WEB1) - providing flood protection information via the community's website	40.00	39.00	Website is creditable
c. WEB2 - posting real-time gage information on the community website	10.00	10.00	link to real-time gage on website.
c. WEB3 - posting Elevation Certificates on the community's website	0.00	20.00	All ECs on website.
360: FLOOD PROTECTION ASSISTANCE	55	55	
a. Property protection advice (PPA) - providing one-on-one advice about property protection (i.e., retrofitting techniques and drainage improvements)	25.00	25.00	Assistance provided. Publicity is mailed to community. Logs provided.
b. Protection advice provided after a site visit (PPV) - if the property protection advisor makes a site visit before providing the advice	30.00	30.00	Site visits provided.
c. Financial assistance advice (FAA) - providing advice on financial assistance programs that may be available			
d. Advisor training (TNG) - if the person providing the advice has graduated from the EMI courses on retrofitting or grants programs			

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
370: FLOOD INSURANCE PROMOTION	0	20	
a. Flood insurance coverage assessment (FIA) - assessing the community's current level of coverage and identifying shortcomings			
b. Coverage improvement plan (CP) - a plan prepared by a committee that has representation from local insurance agents and lenders			
c. Coverage improvement plan implementation (CPI) - implementing the projects in the Coverage Improvement Plan			
d. Technical assistance (TA) - providing advice about flood insurance	0.00	20.00	Assistance provided.
e. Flood insurance brochure (FIB) - providing flood insurance info with building permits or other direct distribution			
f. Flood insurance meeting (FIM) - community town hall meeting or open house to promote flood insurance			
g. State-required continuing education (SCE) - state requirement for continuing education on flood insurance for insurance agents			

400 Series: Mapping and Regulations

** The ultimate credit for Activities in this Series is affected by the County Growth Adjustment (CGA) for a community. The CRS multiplies the base credit of each Activity by the growth rate (CGA value) to achieve the total Activity score. Only the base credit for each Activity is shown in this Section. The CGA multiplier is added to these base scores on the "Scoring Summary" page.*

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
410: ADDITIONAL FLOOD DATA			
a. New study (NS) - new flood studies that produce base flood elevations or floodways			
b. Leverage (LEV) - points for NS are multiplied by a ratio that reflects how much of the study was financed by non-FEMA funds			
c. State review (SR) - flood studies reviewed and approved by a state or regional agency			
d. Higher study standards (HSS) - if the new study was done to one or more standards that exceed the FEMA mapping criteria			
e. More restrictive floodway standard (FWS) - based on the allowable floodway surcharge used in the study			
f. Floodplain mapping of special flood-related hazards (MAPSH) - if the community maps and regulates coastal erosion or tsunami hazard areas			

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
420: OPEN SPACE PRESERVATION	80	36	
a. Open space preservation (OSP) - keeping land vacant through ownership or regulations (a signed statement that land will be free from buildings, fill, or other encroachment to flood flows)	72.50	29.00	2% Open Space this time, 5% for previous verification. OSP acreages recalculated in GIS.
b. Deed restrictions (DR) - legal restrictions that ensure that parcels credited for OSP will never be developed (language attached to the deed such as buyout properties from FEMA mitigation grant programs)	1.50	1.00	2% DR this time, 3% for previous verification. DR acreages recalculated in GIS.
c. (1) Natural functions open space (NFOS1) - parcels credited under OSP that are preserved in or restored to their undeveloped natural state.	5.70	3.80	2% DR this time, 3% for previous verification. NFOS acreages recalculated in GIS.
c. (2) Natural functions open space (NFOS2) - parcels credited under NFOS1 designated in a natural floodplain functions plan.			
c. (3) Natural functions open space (NFOS3) - parcels credited under NFOS1 designated as critical habitat for threatened or endangered species.			
c. (4) Natural functions open space (NFOS4) - parcels credited under NFOS1 also in a designated open space corridor.			
d. Special flood-related hazards open space (SHOS) - parcels credited under OSP are subject to one of the special flood-related hazards (e.g., coastal erosion) or if areas of special flood-related hazard are covered by low-density zoning regulations			
e. Coastal erosion open space (CEOS) - if the OSP-credited parcels are subject to coastal erosion			
f. Open space incentives (OSI) - local requirements and incentives that keep flood-prone portions of new development open (e.g., planned unit developments, cluster development, greenway and setback rules, transfers of development rights, etc.)	0.00	2.50	See Technical Review comments.
g. Low density zoning (LZ) - zoning districts that require lot sizes of 5 acres or larger			
h. Natural shoreline protection (NSP) - programs that protect natural channels and shorelines (setbacks or buffers, programs that restore channels or shorelines to their approximate natural state)			
430: HIGHER REGULATORY STANDARDS	228	208	
a. Development limitations (DL) - prohibiting fill, buildings, and/or outdoor storage of materials (compensatory storage instead of fill, prohibition of hazardous materials)			
b. Freeboard (FRB) - elevation of the lowest floor of the building or to the elevation to which a non-residential building is dry-floodproofed including all utilities, ductwork, and attached garages	100.00	98.00	1' FRB required for all buildings, including M/E and mobile homes.
c. Foundation protection (FDN) - engineered foundations	44.10	31.85	Regs for foundation protection
d. Cumulative substantial improvements (CSI) - counting improvements cumulatively			
e. Lower substantial improvements (LSI) - a substantial improvement threshold lower than 50%			

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
430: HIGHER REGULATORY STANDARDS (Cont.)			
f. Protection of critical facilities (PCF) - protecting facilities that are critical to the community			
g. Enclosure limits (ENL) - limiting enclosures below the base flood elevation			
h. Building Code (BC1 and BC2) - adopting and enforcing the International Code Series & BCEGS Rating	68.00	68.00	I-Codes adopted and BCEGS Rating is creditable.
i. Local drainage protection (LDP) - ensuring new buildings are protected from shallow flooding	10.00	10.00	Regs require positive drainage away from building, per the I-Codes.
j. Manufactured home parks (MHP) - removing elevation exemption for manufactured homes placed in existing manufactured home parks			
k. Coastal A zones (CAZ) - enforcing V-zone rules inland from the V-zone boundary			
l. Special flood-related hazards regulations (SHR) - enforcing appropriate construction standards in areas subject to a special flood-related hazard			
m. Tsunami hazard regulations (TSR) - enforcing appropriate construction standards in areas subject to a tsunami			
n. Coastal erosion hazard regulations (CER) - enforcing appropriate construction standards and setbacks in areas subject to significant coastal erosion			
o. Other higher standards (OHS) - other regulations			
p. State-mandated regulatory standards (SMS) - if a regulatory standard is required by the state	6.00	0.00	This credit was removed from CRS in the 2021 Addendum.
q. Regulations administration (RA) - having trained staff and administrative procedures that meet specified standards			
440: FLOOD DATA MAINTENANCE	136	188	
a. Additional map data (AMD) - implementing digital or paper systems that improve access, quality, and/or ease of updating flood data within the community	126.00	146.00	Multiple GIS layers credited.
b. FIRM maintenance (FM) - maintaining copies of all FIRMs that have been issued for the community	10.00	15.00	The FHBM, all FIRMs and all FISs maintained.
c. Benchmark maintenance (BMM) - a program that maintains benchmarks so surveyors can find them and can depend on them to be accurate	0.00	27.00	5 COR Stations cover 100% of the SFHA.
d. Erosion data maintenance (EDM) - maintaining coastal erosion data			

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
450: STORMWATER MANAGEMENT	30	30	
a. Stormwater management regulations (SMR) - regulating development on a case-by-case basis to ensure that the peak flow of stormwater runoff from each site will not exceed the pre-development runoff			
b. Watershed master plan (WMP) - regulating development according to a watershed management master plan (8 sub-elements)			
c. Erosion and sedimentation control regulations (ESC) - regulations to minimize erosion from land disturbed due to construction	10.00	10.00	Regs for erosion control.
d. Water quality regulations (WQ) - regulations that improve the quality of stormwater runoff	20.00	20.00	Regs for water quality features for stormwater facilities.

500 Series: Flood Damage Reduction Activities

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
501: REPETITIVE LOSS LIST [CLASS 9 PREREQUISITE]			
Category A = 0 RL			
Category B = 1-49 RLs - Describe RL problem, map of RL areas, list of improved properties (AW-501s), annual outreach project to RL properties	B	B	2 Rep Loss properties. Rep Loss Areas mapped and annual outreach sent.
Category C = 50 or more RLs - All of Category B requirements plus a 510 FMP or 510 RLAA			
510: FLOODPLAIN MANAGEMENT PLANNING	85	323	
a. Floodplain management planning (FMP) - a community-wide floodplain management plan that follows a 10-step planning process (also credits HMAPs)	85.00	323.00	Palm Beach County Local Mitigation Strategy 2024 credited. See Technical Review comments.
b. Repetitive loss area analysis (RLAA) - a detailed mitigation plan for a repetitive loss area			
c. (2) Natural floodplain functions plan (NFP1) - adopting plans that protect natural floodplain habitats for the entire SFHA			
c. (3) Natural floodplain functions plan (NFP2) - adopting plans that protect natural floodplain habitats but do not address the entire SFHA			
c. (4) Floodplain species assessment (FSA) – an assessment of all threatened and endangered species everywhere within the community			
c. (5) Floodplain species plan (FSP) - adopting a plan that protects one or more threatened and endangered species within a community			
d. Substantial damage management plan (SDP) - a community plan to prepare for substantial damage estimates and determinations after a flood			

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
520: ACQUISITION AND RELOCATION			
a. Buildings acquired or relocated (bAR) - from the regulatory floodplain			
b. Buildings on the repetitive loss list (bRL) - that have been acquired or relocated			
c. Severe repetitive loss properties (bSRL) - that have been acquired or relocated			
d. Critical facilities (bCF) - that have been acquired or relocated			
e. Buildings located in the V zone or coastal A zone (bVZ) - that have been acquired or relocated			
530: FLOOD PROTECTION			
a. Flood protection project technique used (TU_) - retrofitting technique or structural flood control technique			
b. Flood protection improvement (FPI) - the difference between the level of flood protection provided before and after the project			
c. Protected buildings (PB) - value of TU is multiplied by the value of FPI for each building and used in the credit calculation			
540: DRAINAGE SYSTEM MAINTENANCE	80	80	
a. Channel debris removal (CDR) - inspecting public and private drainage systems and removing debris as appropriate			
b. Problem site maintenance (PSM) - paying special attention to known problem sites, such as those needing more frequent inspections	50.00	50.00	Problem site credited.
c. Capital improvement program (CIP) - having a capital improvement program that corrects drainage problems	30.00	30.00	CIP credited.
d. Stream dumping regulations (SDR) - if the community has and publicizes regulations prohibiting dumping in streams and ditches			
e. Storage basin maintenance (SBM) - annually inspecting public and private storage basins and performing the required maintenance			

600 Series: Warning and Response

ACTIVITY	Previous Credit (2019)	Current Credit (2026)	Verification Detail
610: FLOOD WARNING PROGRAM	0	315	Flood Warning & Response Plan credited. See Technical Review comments.
a. Flood threat recognition system (FTR) - a system that predicts flood elevations and arrival times at specific locations within the community	0.00	75.00	
b. Emergency warning dissemination (EWD) - disseminating flood warnings to the public	0.00	70.00	
c. Flood response operations (FRO) - implementation of specific tasks to reduce or prevent threats to health, safety, and property	0.00	95.00	
d. Critical facilities planning (CFP) - coordinating flood warning and response activities with operators of critical facilities	0.00	75.00	
e. StormReady community (SRC) - designation by the National Weather Service as a StormReady community			
f. TsunamiReady community (TRC) - designation by the National Weather Service as a TsunamiReady community			
620: LEVEES			
a. Levee maintenance (LM) - if the levee system is maintained and operated according to a written maintenance plan (no credit for levees recognized on the FIRM)			
b. Levee failure threat recognition system (LFR) - having a system to advise the emergency manager when there is a threat of levee's failure or overtopping			
c. Levee failure warning (LFW) - disseminating the warning to the public			
d. Levee failure response operations (LFO) - response actions to be undertaken to reduce or prevent threats to health, safety, and property			
e. Levee failure critical facilities planning (LCF) - coordination of actions with operators of critical facilities			
630: DAMS			
a. State dam safety program (SDS) - credit for the state's program			
b. Dam failure threat recognition system (DFR) - having a system to advise the emergency manager when there is a threat of a dam failure			
c. Dam failure warning (DFW) - disseminating the warning to the public			
d. Dam failure response operations (DFO) - planning and practicing specific tasks to be undertaken to reduce or prevent threats to health, safety, and property			
e. Dam failure critical facilities planning (DCF) - coordination of dam failure warning and response activities with operators of critical facilities			
710: COUNTY GROWTH ADJUSTMENT (CGA)	1.06	1.08	

See CRS Scoring Summary for totals with CGA applied.

APPENDIX A

All CRS Classifications require the community to demonstrate they have met the prerequisites set forth in the Coordinator's Manual for all classifications leading up to and including the one in which the community has the adequate number of points to achieve. The tables below present the prerequisites met for each class and the prerequisites that were not met (if applicable).

Eligible Class: 7

Class Prerequisites

Total Credit: 1,661

Prerequisite**	Credit	Met
211.a. Class 9 Prerequisites		
Enough points to warrant the Class (500+)		Yes
Regular Phase of the NFIP for at least one year.		Yes
Pass Community Assistance Visit within previous 12 months		N/A
Activity 310 Elevation Certificates		
Maintain all required floodplain-related construction certificates		Yes
≥ 90% accuracy on construction certificates during annual review		Yes
Credit for construction certificate management procedures (CCMP)	38.00	Yes
If one or more rep loss properties, actions set in Sections 501-504 are met		Yes
All flood insurance policies on community owned properties are maintained		Yes
Coastal Communities		
Community agreed to show any draft LiMWAs on the final FIRM, if applicable.		Yes
211.b. Class 8 Prerequisites		
Enough points to warrant the Class (1,000+)		Yes
Activity 430 Higher Regulatory Standards		
Adopt and enforce 1ft freeboard for all residential buildings in the SFHA		Yes
211.c. Class 6 Prerequisites		
Enough points to warrant the Class (2,000+)		No
BCEGS of 5/5 or better		Yes
211.d. Class 4 Prerequisites		
Enough points to warrant the Class (3,000+)		No
BCEGS of 4/4 or better		Yes
Activity 430 Higher Regulatory Standards		
1ft Freeboard throughout the SFHA		Yes
≥ 700 pts. in all other 430 elements, including 422.a., f., and g. in 420 Open Space Preservation (after to imp. adj.)	208	No
430—Development limitations (DL),	0.00	
430—Freeboard (FRB),	98.00	
430—Cumulative substantial improvements (CSI),	0.00	
430—Lower substantial improvements (LSI),	0.00	

Activity 430 Higher Regulatory Standards – (cont.)		
430—Protection of critical facilities (PCF),	0.00	
430—Enclosure limits (ENL),	0.00	
430—Building codes (BC),	68.00	
430—Local drainage protection (LDP),	10.00	
430—Manufactured home parks (MHP),	0.00	
430—Coastal A Zones (CAZ),	0.00	
430—Special flood-related hazards regulations (SHR),	0.00	
430—Other higher standards (OHS),	0.00	
430—Regulations administration (RA),	0.00	
420—Open space preservation (OSP),	29.00	
420—Open space incentives (OSI),	2.50	
420—Low-density zoning (LZ).	0.00	
Activity 450 Watershed Master Plan (WMP)		
Adopt a Watershed Management Plan		No
90 pts. for meeting all WMP prerequisites	0.00	No
30 pts. for 452.b.2 (managing all storms up to & including 100-yr. event)	0.00	No
rWMP = 0.5 or greater (or show that WMP covers watersheds that comprise at least 50% of its growth)	0.00	No
Activity 510 Floodplain Management Plan (FMP)		
Adopt a Floodplain Management Plan		Yes
≥ 50% of the maximum credit under Activity 510 after imp. adj. (≥ 191 pts.)	323.00	Yes
≥ 50% of available pts. in Planning Step 2 (≥ 60 pts.)	73.00	Yes
≥ 50% of available pts. in Planning Step 5 (≥ 26 pts.)	44.00	Yes
≥ 50% of available pts. in Planning Step 8 (≥ 30 pts.)	60.00	Yes
Natural Floodplain Functions		
At least 100 pts. (after impact adjustment) from one or a combination of the following elements:	48	No
420 – Natural functions open space (NFOS)	3.80	
420 – Natural shoreline protection (NSP)	0.00	
430 – Prohibition of fill (DL1)	0.00	
440 – Additional map data natural functions layer (AMD12)	14.00	
450 – Managing the volume of stormwater runoff (SMR – DS)	0.00	
450 – Low impact development (LID)	0.00	
450 – Watershed management plan (WMP), Credit point items 3, 5, 6 and 7	0.00	
450 – Erosion and Sediment Control (ESC)	10.00	
450 – Water Quality (WQ)	20.00	
510 – Natural floodplain functions plan (NFP)	0.00	
Life Safety Measures		
610 – obtain some credit under this Activity	315	Yes
620 – meet prerequisite 621.b(2) [map of all areas protected by levees]		N/A
630 – meet prerequisite 631.b(1) [map of all areas flooded by the failure of a high hazard dam and critical facilities that would be flooded.]		N/A

211.e. Class 1 Prerequisites		
Enough points to warrant the Class (4,500+)		No
Pass Community Assistance Visit within previous 12 months		No
Activity 370 Promotion of Flood Insurance		
≥ 50% of the buildings in the SFHA covered by a flood insurance policy OR		No
≥ 50% of the maximum credit under Activity 370. (≥ 110 pts.)	20	No
"No Adverse Impact" - All Communities		
≥ 150 pts. in 422.e. Open Space Incentives & 432.a. Development Limitations	3	No
Credit for protecting critical facilities, as defined in section 432.f.	0.00	No
Credit in Activity 410 and 430 for all special flood-related hazards identified in community's floodplain management plan.		No
"No Adverse Impact" - Riverine Communities		
rWMP = 0.75 or greater (or show that WMP covers watersheds that comprise at least 75% of its growth)	0.00	N/A
Use fully developed hydrology flood mapping as credited in section 412.d.		N/A
"No Adverse Impact" - Coastal Communities		
Credit for regulating coastal A Zones under CAZ in section 432.k.	0.00	No
Use fully developed hydrology flood mapping as credited in section 412.d.; this includes appropriate tailwater elevations.		No
Credit in Coastal Erosion Hazards in section 432.n.	0.00	No
Section 501 Repetitive Loss List		
≥ 25% of repetitive losses have been mitigated.		No
Must have a multi-hazard mitigation plan approved by FEMA.		Yes
Natural Floodplain Functions		
At least 150 pts. (after impact adjustment) from one or a combination of the following elements:	48	No
420 – Natural functions open space (NFOS)	3.80	
420 – Natural shoreline protection (NSP)	0.00	
430 – Prohibition of fill (DL1)	0.00	
440 – Additional map data natural functions layer (AMD12)	14.00	
450 – Managing the volume of stormwater runoff (SMR – DS)	0.00	
450 – Low impact development (LID)	0.00	
450 – Watershed management plan (WMP), Credit point items 3, 5, 6 and 7	0.00	
450 – Erosion and Sediment Control (ESC)	10.00	
450 – Water Quality (WQ)	20.00	
510 – Natural floodplain functions plan (NFP)	0.00	
Life Safety Measures		
620 – obtain some credit under elements in this Activity	0	N/A
630 – obtain some credit under all elements in this Activity (excluding SDS)	0	N/A

** The community may propose alternative approaches to these prerequisites that are more appropriate for local conditions.

TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28th, 2026

Agenda Item No.: RA. b.iv.

Agenda Item Name: Pension Board discussion surrounding employee buy back options

BACKGROUND:

At its September 9th meeting, the Town's Pension Board discussed the possibility of adding a service purchase option to the Town's pension plan. A service purchase option generally allows eligible employees to purchase additional credited service toward their pension, typically for certain prior employment or other qualifying periods of service, subject to the specific provisions established by the pension plan.

Before determining whether to recommend adding this option to the Town's plan, the Pension Board would like the Town's actuary to evaluate the proposal, including its potential financial and actuarial impacts. The Town Commission is being asked to authorize the actuary to conduct this evaluation. No change to the pension plan is being approved at this time; any proposed plan amendment would be brought back for consideration following completion of the actuarial review.

MOTION:

- Move to approve/disapprove authorizing the Town staff to have impact study done by the actuary

ATTACHMENTS:

- n/a

TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28th, 2026

Agenda Item No.: RA. b.v.

Agenda Item Name: Currie Sowards Aguila Architects presentation regarding new Town Hall

BACKGROUND:

Currie Sowards Aguila Architects (CSA), the architectural firm selected through RFQ 25-002 and contracted by the Town in April 2025, will present the Town Commission with a selection of architectural inspiration images for the proposed Public Safety and Town Hall building. The presentation is intended to gather Commission feedback and establish a preferred design direction to guide the project's continued development.

MOTION:

- n/a

ATTACHMENTS:

- n/a

TOWN OF MANALAPAN AGENDA ITEM SUMMARY

Meeting Date: September 28, 2026

Agenda Item No.: PH. 1

Agenda Item Name: **Ordinance #408**

BACKGROUND:

Ordinance #408 - AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT AN UPDATED TEN YEAR WATER SUPPLY FACILITIES WORK PLAN IN ACCORDANCE WITH SECTION 163.3177, FLORIDA STATUTES; PROVIDING THAT THE TEXT, AS AMENDED OR REVISED, SHALL BE SUBSTITUTED FOR AND REPLACE IN FULL THE EXISTING TEXT; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES. **(First Reading)**

This ordinance amends the Town of Manalapan's Comprehensive Development Plan to update its Water Supply Facilities Work Plan in accordance with Florida statutory requirements. State law requires local governments subject to a regional water supply plan to maintain a minimum 10-year work plan identifying the water supply facilities, projects, agreements, and conservation or reuse programs necessary to meet current and future water demands.

The amendment coordinates the Town's Comprehensive Plan with the South Florida Water Management District's updated Regional Water Supply Plan, approved in September 2024, and incorporates the Town's updated 10-year Water Supply Facilities Work Plan and associated Comprehensive Plan text.

MOTION:

- Move to approve/disapprove Ordinance #408 on First Reading.

ATTACHMENTS:

- Ordinance #408
- 10-year Water Supply Facilities Work Plan

ORDINANCE NO. 408

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, AMENDING ITS COMPREHENSIVE DEVELOPMENT PLAN TO ADOPT AN UPDATED TEN YEAR WATER SUPPLY FACILITIES WORK PLAN IN ACCORDANCE WITH SECTION 163.3177, *FLORIDA STATUTES*; PROVIDING THAT THE TEXT, AS AMENDED OR REVISED, SHALL BE SUBSTITUTED FOR AND REPLACE IN FULL THE EXISTING TEXT; PROVIDING FOR TRANSMITTAL TO THE STATE LAND PLANNING AGENCY; PROVIDING A CONFLICTS CLAUSE AND A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the State Legislature of the State of Florida has mandated that all municipalities draft and adopt comprehensive development plans to provide thorough and consistent planning with regard to land within their corporate limits; and

WHEREAS, all amendments to comprehensive development plans must be adopted in accordance with detailed procedures which must be strictly followed; and

WHEREAS, Section 163.3177, *Florida Statutes*, requires that local governments coordinate appropriate aspects of their comprehensive development plans with the appropriate water management district's regional water supply plan and ensure that the future land use plan is based upon availability of adequate water supplies and public facilities and services; and

WHEREAS, Section 163.3177, *Florida Statutes* requires, for local governments subject to a regional water supply plan, that such local governments include in their comprehensive development plan a water supply facilities work plan spanning at least a 10 year period, that identifies any alternative water supply projects, traditional water supply projects, bulk sale agreements and conservation/reuse programs necessary to meet current and future water use demands within the local government's jurisdiction; and

WHEREAS, the Town of Manalapan, Florida, is subject to the regional water supply plan that was updated and approved by the South Florida Water Management District on September 23, 2024; and

WHEREAS, the Town of Manalapan, Florida, has initiated and carefully prepared a water supply facilities work plan amendment to its Comprehensive Development Plan pursuant to the foregoing requirements; and

WHEREAS, the Town of Manalapan, Florida, has held all duly required public hearings;

both prior to submission of the proposed amendments of the plan to the Florida Department of Commerce (Formerly the Department of Economic Opportunity) and after the proposed amendments of the plan were returned to the Town of Manalapan, Florida, in accordance with Chapter 163.3184, *Florida Statutes*; and

WHEREAS, the Town Commission desires to adopt the amendments to the current Comprehensive Development Plan to guide and control the future development of the Town, and to preserve, promote and protect the public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MANALAPAN, FLORIDA, THAT:

Section 1: The Town of Manalapan Comprehensive Development Plan is hereby amended by adopting revised text and the associated 10 year water supply facilities work plan, which are attached hereto as Exhibit “A” and made a part hereof and of the current Comprehensive Development Plan in accordance with Sec. 163.3177, *Florida Statutes*. The text adopted in Exhibit “A” shall be substituted for and replace in total the previously adopted text in the amended elements.

Section 2: A copy of the Comprehensive Development Plan, as amended, shall be kept on file in the office of the Town Clerk, Town of Manalapan, Florida.

Section 3: The Town Manager is hereby directed to transmit three (3) copies of the amendment to the current Comprehensive Development Plan to the State Land Planning Agency, along with a copy to the Treasure Coast Regional Planning Council, and to any other unit of local government who has filed a written request for a copy, within ten (10) working days after adoption, in accordance with Section 163.3184(4), *Florida Statutes*.

Section 4: All ordinances or parts of ordinances in conflict be and the same are hereby repealed.

Section 5: Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder of this Ordinance.

Section 6: The effective date of this plan amendment shall be the date a final order is issued by the Florida Department of Commerce (Formerly the Department of Economic

Opportunity) or Administration Commission finding the amendment in compliance in accordance with Section 163.3184(1)(b), *Florida Statutes*, whichever occurs earlier. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Florida Department of Commerce (Formerly the Department of Economic Opportunity), Division of Community Planning, Plan Processing Team.

FIRST READING this ____ day of _____, 2026.

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

TOWN OF MANALAPAN

JOHN DEESE, MAYOR

ATTEST:

(SEAL)

ERIKA PETERSEN, TOWN CLERK



10-YEAR WATER SUPPLY FACILITIES WORK PLAN

Prepared for:

**The Town of Manalapan
Palm Beach County, Florida**

by

 **chenmoore**

and

MOCK • ROOS
CONSULTING ENGINEERS

2026 UPDATE

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1.0 INTRODUCTION

The State of Florida introduced revised legislation over the last 10 years to strengthen the link between growth and water availability based on specific demands identified in the water supply planning process. This 10-year Water Supply Facilities Work Plan Update (Work Plan) with a 2035 planning horizon has been prepared for the Town of Manalapan (Town), located within Palm Beach County (County). It has been prepared in response to the requirements for local governments to incorporate the Work Plan into their Comprehensive Plan. Chapter 163, Part II, F.S., requires local governments to prepare and adopt Work Plans into their comprehensive plans within 18 months after the date their Regional Water Supply Plan is adopted along with a submittal for Comprehensive Plan Amendments for review by the Florida Commerce (formerly Department of Economic Opportunity (DEO)). The Lower East Coast Water Supply Plan (LECWSP) was initially adopted in 2000, and subsequently updated in 2006, 2013, and 2018. The most recent LECWSP Update was approved by the South Florida Water Management District (SFWMD) September 23, 2024, and covers a planning horizon from 2021-2045. Therefore, the deadline for local governments within the Lower East Coast jurisdiction to amend their comprehensive plans to adopt a Work Plan is March 23, 2026.

The purpose of the Town of Manalapan Water Supply Facilities Work Plan (Work Plan) is to identify and plan for the water supply sources and facilities needed to serve existing and new development within its jurisdiction.

Residents of the Town of Manalapan (the Town) are supplied potable water from Town owned and operated water supply wells, water treatment facilities and water distribution network (collectively, the System). The Town is responsible for ensuring that enough capacity is available for existing and future customers. The System previously provided treated water to all of the Town of Manalapan and to portions of the Town of Hypoluxo; however, effective September 1, 2020, the Town of Manalapan provides water service exclusively to the Town of Manalapan and no longer serves any portion of the Town of Hypoluxo.

The System is self-sufficient and not dependent on any other government or entity for support or supplemental supply in order to meet its customers' requirements.

The Town's Work Plan is divided into seven sections:

Section 1 – Introduction

Section 2 – Background Information

Section 3 – Data and Analysis

Section 4 – Capital Improvements

Section 5 – Intergovernmental Coordination

Section 6 – Comprehensive Plan Goals, Objectives and Policies

Section 7 – Conclusions

1.1 Statutory History

The Florida Legislature enacted bills during the 2002, 2004, 2005, 2011, 2012, 2015, and 2016 sessions to address the state's water supply needs. These bills, particularly Senate Bills 360 and 444 enacted during the 2005 legislative session, strengthened the statutory links between the regional water supply plans (RWSPs) prepared by water management districts and the Comprehensive Plans prepared by local governments through changes to Chapters 163 and 373, Florida Statutes (F.S.). These changes improved coordination between local land use planning and regional water supply planning.

1.2 Statutory Requirements

There are multiple statutory provisions each local government must consider when updating its Work Plan, as summarized below:

1. Coordinate appropriate aspects of its Comprehensive Plan with the appropriate water management district's regional water supply plan [Section 163.3177(4)(a), F.S.].
2. Ensure its Future Land Use Plan is based on availability of adequate water supplies and public facilities and services [Section 163.3177(6)(a), F.S.]. Data and analysis demonstrating that adequate water supplies and associated public facilities will be available to meet projected growth demands must accompany all proposed Future Land Use Plan and map amendments submitted for review.
3. Ensure adequate water supplies and facilities are available to serve new development no later than the date on which the local government anticipates issuing a certificate of occupancy or its functional equivalent, and consult with the applicable water supplier prior to approving building permit, to determine whether adequate water supplies will be available to serve the development by the anticipated issuance date of the certificate of occupancy [Section 163.3180(2), F.S.].
4. For local governments subject to an RWSP, revise the General Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater Aquifer Recharge Element (the "Infrastructure Element") within 18 months after the water management district approves an updated regional water supply plan to:
 - a. Identify and incorporate the alternative water supply project(s) selected by the local government from projects identified in the updated RWSP, or alternative project(s) proposed by the local government under section 373.709(8)(b), F.S. [Section 163.3177(6)(c), F.S.]”
 - b. Identify the traditional and alternative water supply projects, bulk sales agreements, and the conservation and reuse programs necessary to meet current and future water use demands within the local government's jurisdiction [Section 163.3177(6)(c)(3), F.S.]; and
 - c. Include a water supply facility work plan for at least a 10-year planning period for constructing the public, private, and regional water supply facilities identified in the element as necessary to serve existing and new development [Sections 163.3177(6)(c)(3), F.S.].

5. Revise the Five-Year Schedule of Capital Improvements to include water supply, reuse, and conservation projects and programs to be implemented during the 5-year period [Section 163.3177(3)(a)4., F.S.].
6. To the extent necessary to maintain internal consistency after making the changes described in Paragraph 1 through 5 above, revise the Conservation element to assess projected water needs and sources for at least a 10-year planning period, considering the applicable RWSP, the applicable District Water Management Plan, as well as applicable consumptive use permit(s) [Section 163.3177(6)(d), F.S.]. If the established planning period of a comprehensive plan is greater than ten years, the plan must address the water supply sources necessary to meet and achieve the existing and projected water use demand for established planning period, considering the appropriate RWSP [Section 163.3167(9), F.S.].
7. To the extent necessary to maintain internal consistency after making changes described in Paragraphs 1 through 5 above, revise the Intergovernmental Coordination element to ensure consistency between the Comprehensive Plan and the applicable RWSP [Section 163.3177(6)(h)1., F.S.].
8. While an Evaluation and Appraisal Report is not required, local governments are encouraged to comprehensively evaluate, and as necessary, update comprehensive plans to reflect changes in local conditions. The evaluation could address the extent to which the local government has implemented the need to update its Work Plan, including the development of alternative water supplies, and determine whether the identified alternative water supply projects, traditional water supply projects, and conservation and reuse programs are meeting local water use demands [Section 163.3191(3), F.S.].
9. A local government that does not own, operate, or maintain its own water supply facilities and is served by a public water supply entity with a permitted allocation of 300 million gallons per day or greater is not required to amend its Comprehensive Plan when an RWSP is updated if the local government uses less than 1 percent of the public water supply entity's total permitted allocation. However, the local government must cooperate with the public water supply entity that provides service within its jurisdiction and must keep the Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater Aquifer Recharge element up to date, pursuant to Section 163.3191, F.S. A local government should contact the Florida Department of Economic Opportunity (DEO) to verify its qualifications for the exemption [Section 163.3177(6)(c)4., F.S.].
10. Local governments with a Sector Plan adopted in accordance with Section 163.3245, F.S., should incorporate information from the adopted Sector Plan, Master Plan, and Detailed Specific Area Plan into the Work Plan. The focus should be on water needs, water supply and resource development, conservation measures, and intergovernmental coordination activities with the SFWMD and water supply development projects needed to address projected development in the Sector Plan area [Section 163.3245, F.S.].

1.3 Relevant Regional Issues

Traditional freshwater sources in the LEC Planning Area are not sufficient to meet 2021 and 2045 projected water use demands. Past analyses indicate that fresh groundwater, in conjunction with currently permitted surface water, is not adequate to meet the growing needs of the LEC Planning Area

during 1-in-10-year drought conditions. As a result, water users from several use categories are expanding their use of alternative water supply (AWS) sources. Several Public Supply (PS) utilities are using brackish water from the FAS to meet a portion of their current demands and to meet increased demands through 2045. Several other PS utilities are permitted to use surface water from the C-51 Reservoir Phase 1 totaling 35 million gallons per day (mgd) to offset increased SAS withdrawals to meet a portion of their demands.

To meet greenspace irrigation demands, the use of reclaimed water is projected to increase in the LEC Planning Area. Several golf courses are also using brackish water from the FAS and reverse osmosis to meet their water needs. Additionally, continued decreases in irrigated agricultural acreage and associated demands have resulted in reduced demands on surface water sources. The following issues and considerations identified in this 2023-2024 Lower East Coast Water Supply Plan Update (2023-2024 LEC Plan Update) are consistent with those in previous plan updates and continue to influence water supply planning efforts in the LEC Planning Area:

1. Increased withdrawals from the SAS are limited by the Biscayne aquifer minimum flow and minimum water level (MFL), LEC Regional Water Availability criteria, potential impacts on the regional system, wetlands, pollution, and existing legal users as well as the potential for saltwater intrusion or upconing of relict seawater in the western portions of the planning area.
2. Available water supplies for allocation in eastern Hendry County from the Lower Tamiami aquifer are constrained by the presence of isolated wetlands and the Lower West Coast Aquifers MFL, which is discussed in detail in the 2022 Lower West Coast Water Supply Plan Update (SFWMD 2022a).
3. Specific surface water volumes in eastern Hendry County are identified for the Seminole Tribe of Florida Big Cypress Reservation in addition to a secondary irrigation supply from Lake Okeechobee.
4. Withdrawals from the FAS are expected to increase to meet future demands. Continued monitoring of water levels and water quality in the FAS is necessary to ensure long-term sustainability of the resource.
5. The C-51 Reservoir Phase 1 is envisioned to deliver 35 mgd of stored surface water to several PS utility wellfields to offset increased SAS withdrawals in Broward and Miami-Dade counties.
6. Climate change and sea level rise are increasingly likely to negatively affect the availability of freshwater resources in the LEC Planning Area.
7. The new Lake Okeechobee System Operating Manual, associated with completion of the Herbert Hoover Dike repairs, will have effects on water supply and the Lake Okeechobee MFL.
8. Recent developments by the United States Environmental Protection Agency on the regulatory criteria for polyfluoroalkyl substances or PFAS could require changes in the level of treatment required and may result in increased demands.

Previous LEC water supply plan updates identified a variety of AWS projects to avoid water resource impacts and competition among water users and to provide a sustainable supply of water. AWS projects include the use of reclaimed water, storage of water using aquifer storage and recovery wells and reservoirs, storage of surface water otherwise discharged to tide (e.g., C-51 Reservoir), and development and use of brackish water sources.

While the development of fresh groundwater is limited in many areas of the LEC Planning Area, it may be available in portions of the region. As population growth increases pressure for urban expansion, some agricultural land is expected to transition to urban community uses. While water use permits cannot be directly transferred from one land use type to another, conversion of agricultural lands to another use may result in available fresh groundwater and surface water.

The above-referenced regional issues number 1 through 8 identified for 2045 in the Lower East Coast Planning Region are applicable to the Town of Manalapan. The analysis discussed in Section 3.3 Potable Water Demand shows the projected water demand for the 2035 planning horizon does not exceed the maximum allocations that were approved in the Consumptive Use Permit (CUP) issued by SFWMD under Permit No. 50-00506-W on March 5, 2024. The Town's total annual allocation in the CUP is 465.70 MG and a maximum monthly allocation of 50.45 MG. The Surficial Aquifer Source Limitation maximum monthly allocation is limited to 17.51 MGM (0.576 MGD). The withdrawal is otherwise consistent with applicable declared Water Shortage Orders in effect pursuant to Chapter 40E-21, F.A.C.

2.0 BACKGROUND INFORMATION

2.1 Overview

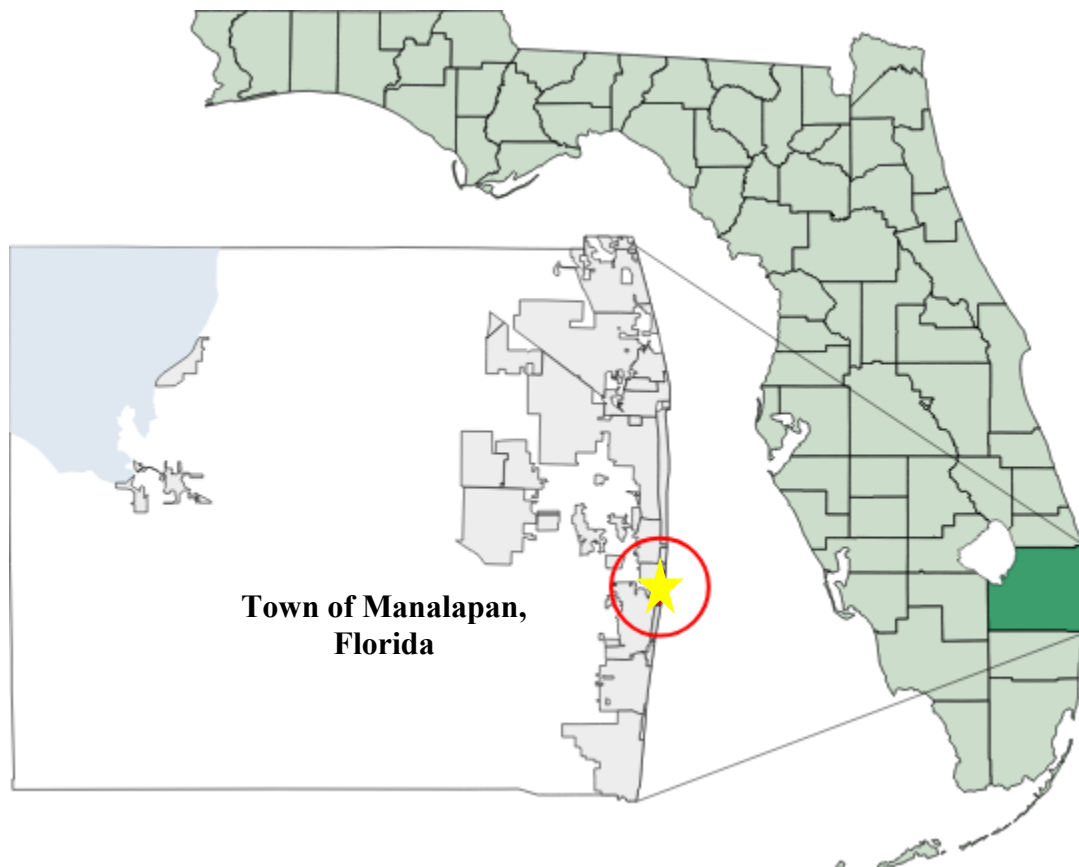
As a small, substantially developed community, Manalapan does not anticipate significant population growth during the planning period. The Town of Manalapan is primarily a residential community and is distinguished by the high quality and value of its housing stock. The Town's housing stock consists of 205 single family units, many located on large waterfront lots, and 108 multi-family units concentrated in four complexes. La Coquille Villas is an 89-unit multi-family community located on both sides of State Road A1A (A1A) in the northern portion of the Oceanside area while the Cottage Colony, Little Pond South, and Old Gate House comprise a total of 19 multi-family units in the Point Manalapan area along Lands End Road. The only significant retail development within the Town of Manalapan is Plaza Del Mar, a shopping center located on 8.55 acres at the southwest corner of the intersection of East Ocean Avenue and A1A in the Oceanside area. The 310-room Eau Spa Hotel and Resort Complex is located across A1A from Plaza Del Mar. In 2018, Plaza Del Mar was expanded for a Publix.

At present, there are only 8 vacant residential parcels in the Town, totaling approximately 13 acres. Development of these lots is anticipated to occur in a manner that is compatible with existing single-family residential development. Since the Town is substantially built-out, the only opportunities for new development are from infill development on these scattered vacant lots, or the demolition of existing structures. The Town's housing stock primarily consists of single-

family units on large lots, the majority (85%) of which are waterfront, and a limited stock of high-end multi-family units.

As shown in **Figure 2.1** below, the Town is a small coastal community bounded by the Town of Lantana to the north and northwest, the Intracoastal Waterway (Lake Worth) to the west; the Town of Ocean Ridge across the Boynton Inlet to the south, and the Atlantic Ocean to the east. Development and redevelopment that is occurring in adjacent areas has some impact on the quality of life in Manalapan and vice versa.

Figure 2.1: Town of Manalapan Location Map and Northeast Facing View



3.0 Data and Analysis

3.1 Population Information

The System previously provided treated water to all of the Town of Manalapan and to portions of the Town of Hypoluxo; however, effective September 1, 2020, the Town of Manalapan provides water service exclusively to the Town of Manalapan and no longer serves any portion of the Town of Hypoluxo. The tables below reflect this change by excluding the Town of Hypoluxo from the service area and incorporating the corresponding changes in population and water use for the 2030 planning period and beyond, utilizing LEC WSP population figures.

Table 1 below summarizes past and future forecasts of the population being served and to be served by the System based on the LEC and Palm Beach County Allocation Model.

Table 1
Existing and Forecast Service Area Population, 2025 thru 2050

	2025	2030	2035	2040	2045	2050
Manalapan	434(2)	465(2)	501(2)	543(2)	546(2)	550(1)
LEC Total (1)	440(1)	458(1)	476(1)	490(1)	505(1)	-

(1) 2024 LEC Water Supply Plan Update, pg. A-8 Water Demand Projections and pg. B-61 Utility Summary Table

(2) Palm Beach County 2025 Allocation Model for Municipal Boundaries

Table 2 is based on population and water demand projections from the South Florida Water Management District's 2024 Lower East Coast Water Supply Plan Utility Summary Table. The differences between the updated projections shown in Table 2 and those presented in the previously adopted WSP are primarily due to the removal of the Town of Hypoluxo from the Manalapan service area beginning in 2020. When the Hypoluxo population and associated demands are excluded, both datasets show comparable population levels and potable water demand projections for the Town of Manalapan over the planning period.

Table 2
Town of Manalapan – 2024 LEC-WSP Utility Summary Table

Population and Finished Water Demand						
			Existing	Projected		
			2021	2025	2035	2045
Population			429	440	476	505
Average 2017-2021 Per Capita (gallons per day finished water)			2,157*			
Potable Water Demands (daily average annual finished water in mgd)			0.93	0.95	1.03	1.09
SFWMD Water Use Permitted Allocation (mgd)						
Potable Water Source			Permit Number 50-00506-W (expires 2023)			
SAS			0.58			
FAS			1.12			
Total Allocation			1.70			
FDEP Potable Water Treatment Capacity (PWS ID # 4500840)						
Permitted Capacity by Source			Cumulative Facility & Project Capacity (mgd)			
			Existing	Projected		
			2021	2025	2035	2045
SAS			0.65	0.65	0.65	0.65
FAS			1.70	1.70	1.70	1.70
Total Potable Treatment Capacity			2.35	2.35	2.35	2.35
Nonpotable Alternative Water Source Treatment Capacity (mgd)						
Reclaimed			0.00	0.00	0.00	0.00
Total Nonpotable Treatment Capacity			0.00	0.00	0.00	0.00
Project Summary						
Water Supply Projects	Source	Completion Date	Total Capital Cost (\$ million)	Projected Cumulative Design Capacity (mgd)		
				2025	2035	2045
Potable Water						
No Projects						
Total Potable Water			\$0.00	0.00	0.00	0.00
Nonpotable Water						
No Projects						
Total Nonpotable Water			\$0.00	0.00	0.00	0.00
Total New Water			\$0.00	0.00	0.00	0.00

^aManalapan discontinued providing water to the Town of Hypoluxo in November of 2020. The per capita is based on an average of 2021 and 2022 for Manalapan only.

^bThe Potable Water Demands for 2035 and 2045 are based on an average finished water use per capita for the Town of Manalapan.

SAS = Surficial Aquifer System

FAS = Floridan Aquifer System

mgd= million gallons per day

The Town's Consumptive Use Permit (CUP 50-00506-W) was issued by SFWMD on March 5, 2024. The approved CUP, which expires March 5, 2044, authorizes the use of groundwater from the Floridan Aquifer System and the Surficial Aquifer System for public water supply within the Town of Manalapan Service Area, serving an expected 546 persons (821 peak seasonal population) in the year 2044, with an annual allocation of 465.7 million gallons.

3.2 Maps of Current Areas Served

The Town's service area only includes the Town of Manalapan. The Town's service area is not expected to expand its physical boundaries currently. The existing Town service area boundaries are indicated in Appendix A of this report. The maps indicate the water service area, associated wells, etc.

3.3 Potable Water Demand

A water supply system must have the capacity to supply sufficient quantities of water for treatment and for distribution to its existing and future customers. The untreated water supply (raw water)

requirements exceed finished water demand due to treatment and system losses. For the Town's Reverse Osmosis facility, approximately 20 to 25 percent of pumped raw water is lost as concentrate, with an additional estimated 10 percent lost within the distribution system from leakage, flushing, and metering inaccuracies. As a result, producing 1,000 gallons of finished water requires roughly 25 to 30 percent more raw water supply.

Table 3 summarizes historical and projected raw and finished water demands from 2020 through 2045 based on population projections. In 2020, the system required about 106.8 million gallons of raw water to produce 92.4 million gallons of finished water. Demands increase steadily over the planning period, reaching approximately 465.7 million gallons of raw water and 400.0 million gallons of finished water by 2045. Average daily demands rise from 0.88 MGD raw and 0.76 MGD finished in 2020 to 1.28 MGD raw and 1.10 MGD finished by 2045. This increase corresponds with population growth from 704 total residents (resident and seasonal) in 2020 to 821 total residents (resident and seasonal) in 2045, while per capita demand remains relatively high due to large homes and irrigation usage.

Projected treated water demand from 2020 forward reflects an average annual use of approximately 359 million gallons, consistent with a Level of Service standard of 2200 gallons per capita per day. This standard reflects local usage characteristics rather than an increase in overall demand. Together, this section and Table 3 demonstrate that while finished water demand remains relatively consistent on a per capita basis, raw water supply requirements must be higher to account for treatment and system losses, and both must be planned in coordination with projected population growth.

Table 3 Historical and Projected Raw and Finished Water Demands

Year	RAW				Finished		Population (Resident)	Population (Seasonal)	Population (Total)	GPCD (Raw)	GPCD (Finished)
	<i>Surficial</i>	<i>Floridan</i>	<i>Total (MG)</i>	<i>Total (MGD)</i>	<i>Total (MG)</i>	<i>Total (MGD)</i>					
<i>2020 (Sept-Dec)</i>	33.6	73.2	106.8	0.88	92.4	0.76	468	236	704	1,243	1,076
<i>2021</i>	150.1	254.5	404.6	1.11	351.4	0.96	480	240	720	1,540	1,337
<i>2022</i>	180.9	234.8	415.7	1.14	358.8	0.98	487	245	732	1,556	1,343
<i>2025</i>	180.318	307.447	422.0	1.16	362.5	0.99	494	249	743	1,556	1,337
<i>2030</i>	-	-	442.4	1.21	380.0	1.04	518	261	779	1,556	1,337
<i>2035</i>	-	-	459.4	1.26	394.7	1.08	538	271	809	1,556	1,337
<i>2040</i>	-	-	462.8	1.27	397.6	1.09	544	274	818	1,550	1,332
<i>2045</i>	-	-	465.7	1.28	400.0	1.10	546	275	821	1,554	1,335

MG = Million Gallons; MGD = Million Gallons per Day; GPCD = Gallons per Capita per Day

3.4 Potable Water Supply

It should be noted that all residential and commercial development within the Town of Manalapan's service area is served by the public water supply system. There are no existing or planned future domestic self-supplied systems.

3.4.1 Raw Water System

Manalapan was reissued Consumptive Use Permit (CUP) No. 50-00506-W on March 5, 2024, with an expiration date of March 5, 2044. The CUP provides for a total annual allocation of 465.70 million gallons (MG) or 1.28 MGD and a maximum monthly allocation of 50.45 MG.

Due to the System changing treatment schemes to include RO, and providing for a blended treated water, it was requested and granted by the SFWMD permit to use surficial aquifer water to blend with the RO permeate. The CUP allows for a daily allocation of up to 0.576 MG of surficial water to blend with the RO permeate. The Town maintains four (4) surficial wells with a combined capacity of 2,160 gallons per minute (gpm) which is approximately 3.11 MGD. Only Wells 2 and 3 alternate for use as the blended water with the RO process. Each of these wells has a capacity of 300 gpm which is adequate to blend with one RO train to meet normal demands. The other two surficial wells are used only on an emergency basis. In 2019, Wells No. 2 and 3 were under rehabilitation, so the alternate two wells were the main surficial source during the well rehabilitation. In 2020, the rehabilitation of the subject wells were completed.

With 75% of the finished water use coming from the Floridan Aquifer System (FAS), there is improved water quality. The combination of Surficial and Floridan improves the final water quality. The Floridan Aquifer is also monitored that the chlorides from the FAS are remaining stable at a +/-5% of 2000 mg/L as discussed in the Regional Issue No. 5 in Section 1.3.

3.4.2 Treatment Facilities

The Town's water treatment facilities consist of two separate treatment schemes. The original treatment plant as constructed in the early 1970s consisted of forced draft aeration, chlorination, coagulation and filtration. This system can process approximately 2.1 MGD. During normal operations, 1.43 MGD of processed water is blended with the RO treated water in a treated water storage tank.

The existing RO treatment system consists of medium pressure pumps, pre-filters to remove silt and fine particles from the Floridan wells, and two RO trains, each with the capacity to produce 737 gpm (1.06 MGD) of permeate. Following the membranes, acid is added to lower the pH in order that hydrogen sulfide gas that is dissolved in the water can be effectively removed by an air stripping tower. From the air stripping tower the treated water flows by gravity to a concrete storage tank (clearwell) where it blends with the surficial water and the disinfection chemicals. The final treated water is then pumped by transfer pumps to the two on-site ground storage tanks. Water from the storage tanks is then pumped to a ground storage tank or directly to customers on the Point (Hypoluxo Island), and to those residing along A1A. The plant capacity is rated by the Palm Beach County Health Department (PBCHD) at 1.9 MGD average daily flow with a peak daily flow of 2.35 MGD.

The reject water or concentrate, containing the salts and other dissolved solids, removed by the RO membranes is piped under low pressure from the treatment plant site across the Intracoastal Waterway (Lake Worth) to an injection well located on Town property on the Point. This injection well provides for disposal of 0.76 MGD of concentrate at a maximum rate of 500 gpm. The current Capital Improvement Program includes funding for concentrate disposal system improvements to allow for sufficient capacity for continuous operation of the RO system over the planning period.

Treated water demands include the volumes sold to customers and an amount that is lost from the system due to pipe leaks, inaccurate water meters, distribution system flushings, pipe line breaks and fire suppression activities. Total treated water pumpage for the base year of 2025 was 362.5 million gallons. This equates to 0.99 MGD average daily demand. The existing treatment and pumping units have sufficient capacity to supply the demands of the system as shown previously in Table 3.

3.4.3 Water Distribution and Storage

The water distribution system is relatively free of major water losses or "unaccounted for" water. A comparison of water pumped and water sold by the Town's staff indicates losses are less than 5 percent. Improvements and upgrades to the distribution system are ongoing as revenues are available. The system consists of approximately 12 miles of water pipe, sizes 2-inch diameter through 10-inch diameter. Most of the pipe is 6-inch diameter or greater. Other components include valves, fire hydrants, and 878 water meters ranging in size from 5/8 inch up to 4-inch.

System water storage includes two ground storage tanks at the water treatment facility site totaling 700,000 gallons, and a 300,000-gallon ground storage tank located on the Point along with four pressure booster pumps.

The distribution system is interconnected with the Town of Lantana at three separate locations on its northern corporate boundaries. These interconnections are typically used on an emergency basis only.

3.4.4 Alternative Water Resources

In efforts of water conservation and reducing their reliance on the regional shallow aquifer system, the Town's alternative water supply is the Floridan Aquifer. The Town has increased their water supply from the Floridan Aquifer to be approximately 70% of their total water source. The Town has recently made upgrades to both of their Floridan production wells.

3.5 Water Conservation

3.5.1 Water Conservation

Manalapan has successfully promulgated water conservation among its customers for many years. Treated water use in the Town has remained relatively consistent at approximately 1.0 million gallons per day with 0.93 million gallons a day being residential water use. The uniform gross finished water per capita is approximately 2,157 gallons per day. This amount is indicated on Table 2 Town of Manalapan – 2024 LEC-WSP Utility Summary Table.

The following provides a brief description of the System's water conservation activities.

- Pursuant to Section 51.112 of the Town's Land Development Code, residents of Manalapan are required to comply with Rule 40E-24.201, F.A.C. The Town restricts irrigation to two (2) days per week. For oceanfront residences along South Ocean Boulevard, irrigation is permitted between the hours of 12:00 a.m. and 4:00 a.m. For residences in Point Manalapan, irrigation is permitted between the hours of 4:00 a.m. and 8:00 a.m. These are the designated irrigation hours on the permitted watering days. If the number of allowable irrigation days established by the South Florida Water Management District (SFWMD) is limited to three (3) days per week, the Town's more restrictive two-day-per-week limitation shall remain applicable. The Town implements and enforces its water conservation measures, including landscape irrigation restrictions, pursuant to Chapter 51, Water, of the Town Code. Law enforcement officials are authorized to enforce the provisions of Chapter 51, and the Town Manager may delegate enforcement responsibilities to agencies and departments of the Town of Manalapan. The Town's landscape irrigation restrictions are implemented in accordance with Section 51.112 of the Town's Land Development Code and Rule 40E-24.201, F.A.C.
- Landscape Water Conservation Ordinance: The Town's Landscape Water Conservation Ordinance No. 162 promotes the conservation of water by preserving existing plant communities, promoting the use of drought tolerant plants, limiting turf grass areas, and developing sites in a way to minimize the need for irrigation.

- **Ultra-Low Volume Plumbing Fixture Ordinance:** Both the Towns of Manalapan adopted the Palm Beach County amendments to the latest version of the Standard Plumbing code. The adopted code provides for and requires the use of low volume plumbing fixtures for new or remodeling construction.
- **Water Conservation Rate Structure:** The Town has approved and implemented a conservation-based rate structure as a means of reducing irrigation time frames and putting the system under low pressure. Refer to Section 4.2 of this document for further information regarding Water System Monthly Rates for Service.
- **Leak Detection Program:** Unaccounted-for losses (Raw to Billed) for the past 2 years have been less than 5%. Treated water losses are researched by checking the subaqueous crossings (both visually and by pressure tests), checking meters visually when taking routine meter readings, or responding to customer observations. Raw water losses are inherent with a RO treatment process due to disposal of the concentrate.
- **Rain Sensor Device Ordinance:** The Town's Ordinance No. 162 requires a device capable of shutting off sprinkler systems during times of rainfall for all automatic sprinkler systems.
- **Water Conservation Education Program:** The Town promotes water conservation through handouts and newsletters, as well as regular tours of the water treatment facility.

3.5.2 Reuse

The ability to acquire or promote reclaimed wastewater for irrigation purposes within the System is not available. Most of the Town except for the A1A north commercial and limited residential areas remains on subsurface disposal systems. The closest reclaimed water facility is approximately 8 miles away at Congress Avenue and Woolbright Road. However, the Town of Manalapan's wastewater is treated and disposed of at the East Central Regional Water Reclamation Facility, which is more than 13 miles away.

4.0 Capital Improvements

4.1 Projects

Based on the Town of Manalapan proposed Capital Improvement Plan (CIP) (SRF Loan Alternative) for fiscal years 2025-2029 the total cost of water capital improvements is projected to be \$3,635,000. This total includes some major project including Conventional Filter Repairs (\$500,000), High Service Pump Improvements/Replacements (\$330,000), and Clear Well/Storage Tank Structural Repairs (\$300,000). Refer to the CIP table located in Appendix B.

4.2 Funding

The costs of operating, maintaining, and improving the System are offset by water revenues. The volume of water sold to customers is measured by water meters that are installed at each customer's

address. The system is operated as an enterprise fund of the Town, separate from all other funds of the Town. The enterprise fund includes both the water system and the wastewater system.

The rates that are charged to customers are reviewed annually and adjusted in order to provide sufficient revenues to offset the administrative, operation and maintenance, debt service and other expenses set forth in the Town's annual budget as adopted by the Town Commission.

Major capital expenditures are not usually funded out of the Operation & Maintenance Budget. Because major capital projects require large expenditures over a short time period and these projects usually have a long service life, funds are usually borrowed from either a lending institution, the sale of revenue bonds, or if available, grants or low interest loans from State or Federal agencies.

The Town will likely borrow the capital required to implement the identified improvements from a local lending institution. It is assumed that such a loan(s) will be at an interest rate of between 4 & 6 percent. Although a longer-term loan would be advantageous, the maximum loan terms will likely be no more than 20 years.

Water rates charged to existing and future customers will be established by the Town Commission in order to pay for operating expenses, existing debt service and future debt service.

The Town of Manalapan recommended Water and Wastewater Rates table includes a timeline of rate schedules ranging from August 2025 to October 2028. The subject table can be found in Appendix C and depicts per meter rates for Residential, Commercial, and Irrigation services.

5.0 INTERGOVERNMENTAL COORDINATION

The Town, in preparation of this document, coordinated with a number of governmental agencies so the findings and conclusions were the result of an information exchange and an understanding of the implications associated with the Work Plan. Specifically, the Town's planning and utilities staff discussed it with the South Florida Water Management District and Palm Beach County Planning Department. Through these discussions, the Town conveyed its population projections, water demand projections and the need for continued communication as future growth occurs.

6.0 COMPREHENSIVE PLAN GOALS, OBJECTIVES AND POLICIES

Comprehensive Plan Goals, Objectives, and Policies (GOPs) are included in the Infrastructure Element, Intergovernmental Coordination Element, Capital Improvements Element, and the Conservation Element to ensure implementation and future updates of the 10 Year Water Supply Facilities Work Plan as required by Section 163.3177 (6) (c), F.S.

As GOPs are often amended outside of the cycle for Water Supply Plan amendments (i.e. Evaluation and Appraisal Report amendments every seven (7) years, or as needed), the GOPs are contained in the Comprehensive Plan and are not part of the officially adopted Water Supply Plan. Associated Comprehensive Plan amendments to relevant GOPs will be adopted concurrently with the Work Plan update.

The following Comprehensive Plan amendments related to the Town of Manalapan's 10-Year Water Supply Facilities Work Plan Update are indicated by underline (proposed new revisions) or ~~striketrough~~ (proposed deleted provisions).

Infrastructure Element, Potable Water Sub-Element

Policy 1.2.3 Potable water shall be supplied to Manalapan Utility Department customers in accordance with a Level of Service of 2200 gallons per capita per day.

...

Objective 1.6: The Town of Manalapan hereby updates its 10-Year Water Supply Facilities Work Plan (Work Plan); as required by Section 163.3177 (6) (c) F.S. within 18 months after the Governing Board of the South Florida Water Management District approved its Lower East Coast Water Supply Plan Update on ~~November 8, 2018~~ September 24, 2024. The ~~May 2020~~ 2026 Town of Manalapan's 10-Year Water Supply Facilities Work Plan (Work Plan) is hereby adopted by reference in the Town's Comprehensive Plan as required by section 163.3177(1)(b) F. S. The Town of Manalapan's Work Plan is designed to: assess current and projected potable water demands; evaluate the sources and capacities of available water supplies; and, identify those water supply projects, using all available technologies, necessary to meet the Town's water demands for a 10-year period.

Policy 1.6.2: Coordinate appropriate aspects of its Comprehensive Plan with ~~the Town of Hypoluxo~~, the South Florida Water Management District's regional Water Supply Plan adopted ~~November 8, 2018~~ September 24, 2024, and the Palm Beach County 10-Year Water Supply Work Plan dated ~~February 25, 2020~~ September 24, 2025 and adopted on ~~March 26, 2020~~ November 5, 2025. The Town shall amend its Comprehensive Plan and Water Supply Facilities Work Plan as required to provide consistency with the District and County plans. The ~~May 2020~~ 2026 Town of Manalapan's 10-Year Water Supply Facilities Work Plan (Work Plan) is hereby adopted by reference in the Town's Comprehensive Plan as required by section 163.3177(1)(b) FS.

Capital Improvements Element

Policy 1.2.6: The Town shall incorporate capital improvements affecting Town levels of service by referencing the Capital Improvements Schedules of state agencies, regional water supply authorities and other units of government providing services but no

having regulatory authority over the use of land into its 5-Year Schedule of Capital Improvements. The Town Capital Improvement Element Schedule shall be maintained and updated annually and shall demonstrate that level of service standards will be maintained during the next five-year (202025 through 202530) planning period.

Conservation Element

Policy 1.4.14: The ~~May 2020~~ 2026 Town of Manalapan's 120-Year Water Supply Facilities Work Plan (Work Plan) is hereby adopted by reference in the Town's Comprehensive Plan as required by section 163.3177 (1) (b) F.S. Implementation of the 10-Year Water Supply Facilities Work Plan shall ensure that adequate water supplies and public facilities are available to serve the water supply demands of any population growth the Town may experience. ~~, along with that of any entity the Town of Hypoluxo, which is served by the Town.~~

Intergovernmental Coordination Element

Policy 1.2.4: The Town shall coordinate the adopted Comprehensive Plan with the plans of the ~~Town of Hypoluxo~~, school boards, regional water supply authorities, and other units of local government providing services but not having regulatory authority over the use of land, and with the comprehensive plans of adjacent municipalities, with the state comprehensive plan and with the South Florida Water Management District's regional water supply plan.

Policy 1.2.5: The Town shall coordinate the planning of potable water facilities, water supply sources, demands, other services and level-of-service standards with the ~~Town of Hypoluxo~~, Palm Beach County Department of Environmental Resources Management, South Florida Water Management District, and through the Lower East Coast Water Supply Plan Update, as necessary.

Policy 1.2.6: Identify and ensure the consistency of local level of service standards by annually contacting all local governments to which water service is provided and provide current information, including: populations, level of services, service areas, and water supply facilities, and evaluate if future modification to either the service agreement or level of service standards should be included in subsequent Comprehensive Plan Amendments.

Policy 1.2.7: Negotiate or renew interlocal agreements with water supply providers, ~~when necessary, or with the Town of Hypoluxo in which water is supplied,~~ ensuring contractual agreement of the adopted level of service standards, service area, populations and time periods for services provided.

7.0 CONCLUSIONS

The Town of Manalapan has evaluated the projected water demands for all existing and proposed customers. This Work Plan was created to demonstrate that the Town of Manalapan has sufficient capacity to provide potable water to its customers for the next 10-year planning period to the year 2036. The Town will continue to coordinate with the South Florida Water Management District to implement future projects as needed to reduce the reliance on the Surficial Aquifer.

Appendix A: Maps



Legend

★ WTP

Name

Manalapan

Town of Manalapan's Water Service Area

Prepared By:

MOCK • ROOS
CONSULTING ENGINEERS

Appendix B: Capital Improvements Plan

TOWN OF MANALAPAN
FUND 402 UTILITY CIP BUDGET
FY 2026-27 CAPITAL IMPROVEMENT PLAN, 5 Year

PROJECT NAME	Capital Improvement Plan, 5 years						Total Funding Source	Transfer (400)/Reserves (402)	Debt	SRF Loan	Grants	Interest	PFAS Settlement	FY26/27 Priority
	FY2026/27 Proposed	FY2027/28 Plan	FY2028/29 Plan	FY2029/30 Plan	FY2030/31 Plan	5 YR CIP Plan Totals								
Audit Fee Allocation	\$ 5,000	\$ 5,175	\$ 5,356	\$ 5,544	\$ 5,765	\$ 26,840	\$ 26,840	\$ 26,840						
Aerators and Filter Structure Repairs/Replacement	\$ 200,000					\$ 200,000	\$ 200,000	\$ 200,000						High
Clear Well / Storage Tank Structural Repairs	\$ 250,000					\$ 250,000	\$ 250,000	\$ 250,000						Medium
Exterior Painting		\$ 150,000				\$ 150,000	\$ 150,000	\$ 150,000						
Backwash Storage Structural Repair		\$ 30,000				\$ 30,000	\$ 30,000	\$ 30,000						
Concrete Tank Repairs		\$ 10,000	\$ 200,000			\$ 210,000	\$ 210,000	\$ 210,000						
New Admin Office and Control Room	\$ 500,000	\$ 1,700,000				\$ 2,200,000	\$ 2,200,000	\$ 500,000	\$ 1,700,000					High
TOTAL WATER STRUCTURAL IMPROVEMENT PROJECTS	\$ 955,000	\$ 1,895,175	\$ 205,356	\$ 5,544	\$ 5,765	\$ 3,066,840	\$ 3,066,840	\$ 1,366,840	\$ 1,700,000	\$ -	\$ -	\$ -		
Conventional Filter Repairs (Media, Valves, Piping)	\$ 400,000					\$ 400,000	\$ 400,000	\$ 400,000						High
High Service Pump Improvements/Replacements		\$ 30,000	\$ 30,000			\$ 60,000	\$ 60,000	\$ 60,000						
Reverse Osmosis Membrane Replacement					\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000						
PFAS Improvements (Design only)	\$ 100,000				\$ 10,000,000	\$ 10,100,000	\$ 10,100,000	\$ 100,000	\$ 9,500,000				\$ 500,000	High
TOTAL WATER MECHANICAL PROJECTS	\$ 500,000	\$ 30,000	\$ 30,000	\$ -	\$ 10,150,000	\$ 10,710,000	\$ 10,710,000	\$ 710,000	\$ 9,500,000	\$ -	\$ -	\$ -	\$ 500,000	
Abandon Hydropneumatics Tanks plus piping	\$ 100,000					\$ 100,000	\$ 100,000	\$ 100,000						High
Perimeter Fence Upgrades & Security Cameras	\$ 85,000					\$ 85,000	\$ 85,000	\$ 85,000						Medium
Concentrate Disposal Pipeline Improvements	\$ 250,000					\$ 250,000	\$ 250,000	\$ 16,000			\$ 234,000			High
Redundant Concentrate Disposal Well	\$ 200,000					\$ 200,000	\$ 200,000	\$ 200,000						Medium
TOTAL WATER SITE IMPROVEMENT PROJECTS	\$ 635,000	\$ -	\$ -	\$ -	\$ -	\$ 635,000	\$ 635,000	\$ 401,000	\$ -	\$ -	\$ 234,000	\$ -	\$ -	
Meter Replacement	\$ 15,000			\$ 15,000		\$ 30,000	\$ 30,000	\$ 30,000						Low
TOTAL WATER DISTRIBUTION PROJECTS	\$ 15,000	\$ -	\$ -	\$ 15,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	
A1A Pumpstation Improvements				\$ 100,000		\$ 100,000	\$ 100,000	\$ 100,000						
A1A Forcemain Replacement				\$ 100,000		\$ 100,000	\$ 100,000	\$ 100,000						
Low Pressure Collection & Transmission Sewer System		\$ 10,000,000	\$ 6,000,000		\$ -	\$ 16,000,000	\$ 16,000,000		\$ 6,000,000	\$ 5,000,000	\$ 5,000,000			
TOTAL WASTEWATER IMPROVEMENT PROJECTS	\$ -	\$ 10,000,000	\$ 6,000,000	\$ 200,000	\$ -	\$ 16,200,000	\$ 16,200,000	\$ 200,000	\$ 6,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -	
Replace Pumping Generator , Manalapan Island				\$ 500,000		\$ 500,000	\$ 500,000	\$ 500,000						
Vehicle Acquisition	\$ 55,000		\$ 75,000			\$ 130,000	\$ 130,000	\$ 130,000						Low
TOTAL UTILITY EQUIPMENT & FLEET PROJECTS	\$ 55,000	\$ -	\$ 75,000	\$ 500,000	\$ -	\$ 630,000	\$ 630,000	\$ 630,000	\$ -	\$ -	\$ -	\$ -	\$ -	
FUND 402 CIP GRAND TOTAL	\$ 2,160,000	\$ 11,925,175	\$ 6,310,356	\$ 720,544	\$ 10,155,765	\$ 31,271,840	\$ 31,271,840	\$ 3,337,840	\$ 17,200,000	\$ 5,000,000	\$ 5,234,000	\$ -	\$ 500,000	

FUNDING SOURCES - 402	FY2026/27	FY2027/28	FY2028/29	FY2029/30	FY2030/31	FUNDING
	Proposed	Plan	Plan	Plan	Plan	TOTAL
FUND RESERVES (Increase) Decrease	\$ (112,500)	\$ (868,575)	\$ (740,394)	\$ (359,206)	\$ (873,985)	\$ (2,954,660)
FUTURE DEBT - BONDS / SRF LOAN	\$ -	\$ 6,700,000	\$ 6,000,000	\$ -	\$ 9,500,000	\$ 22,200,000
OTHER FUNDING/DONATION	\$ -	\$ -			\$ 500,000	\$ 500,000
ARPA	\$ -	\$ -			\$ -	\$ -
GRANT/TPA	\$ -	\$ 5,000,000	\$ -		\$ -	\$ 5,000,000
UTILITY FUND TRANSFER 400	\$ 2,234,000	\$ 1,050,000	\$ 1,000,000	\$ 1,050,000	\$ 1,000,000	\$ 6,334,000
INTEREST @3.5%	\$ 38,500	\$ 43,750	\$ 50,750	\$ 29,750	\$ 29,750	\$ 192,500
Total Funding Sources - 402	\$ 2,160,000	\$ 11,925,175	\$ 6,310,356	\$ 720,544	\$ 10,155,765	\$ 31,271,840

\$ - \$ - \$ (0) \$ 0 \$ (0) \$ (0)

Comments

Growing CIP fund balance/reserves

Fund New UT Building & Septic-Sewer Connection

PFAS settlement projection

Fund Concentrate Disposal Pipeline

Grant funding Septic-Sewer Connection, contingent on Rate Study

Yearly operational transfer to support CIP fund

Included in the reserve amounts, at 50%

Priority

High - Critical - tied to mandates or safety

Medium - Maintain level of service, operational savings/growth

Low - Moderate benefit/desirable

Appendix C: Rate Schedule

Town of Manalapan

Recommended Water and Wastewater Rates

Line No.		Existing	Effective Date - On or Before			
			August 1, 2025	October 1, 2026	October 1, 2027	October 1, 2028
1	Water System - Monthly Rates for Service					
2	Individually Metered Residential Service - per Meter					
3	Base Charge					
4	5/8-inch	\$ 42.85	\$ 73.38	\$ 77.78	\$ 82.45	\$ 87.40
5	3/4-inch	64.27	106.20	112.57	119.32	126.48
6	1-inch	107.12	171.83	182.14	193.07	204.65
7	1 1/2-inch	192.82	335.90	356.05	377.41	400.05
8	2-inch	278.52	532.79	564.76	598.65	634.57
9	3-inch	407.07	1,025.02	1,086.52	1,151.71	1,220.81
10	4-inch	664.17	1,648.50	1,747.41	1,852.25	1,963.39
11						
12	Volume Charge - per 1,000 gallons					
13	0 - 15,000 gallons	\$ 2.34	\$ 2.69	\$ 2.85	\$ 3.02	\$ 3.20
14	15,001 - 50,000 gallons	2.34	3.10	3.29	3.49	3.70
15	50,001 -100,000 gallons	2.34	4.04	4.28	4.54	4.81
16	100,001 -150,000 gallons	2.34	5.38	5.70	6.04	6.40
17	Over 150,000 gallons	2.34	6.73	7.13	7.56	8.01
18						
19	Master Merered Residential Service - per Unit					
20	Base Charge - all Units	\$ 20.17	\$ 38.60	\$ 40.92	\$ 43.38	\$ 45.98
21	Volume Charge - per 1,000 gallons					
22	All gallons	\$ 2.34	\$ 4.04	\$ 4.28	\$ 4.54	\$ 4.81
23						
24	Commercial - per Meter					
25	Base Charge					
26	5/8-inch	\$ 64.27	\$ 89.79	\$ 95.18	\$ 100.89	\$ 106.94
27	3/4-inch	96.40	130.81	138.66	146.98	155.80
28	1-inch	160.67	212.84	225.61	239.15	253.50
29	1 1/2-inch	289.21	417.94	443.02	469.60	497.78
30	2-inch	417.75	664.05	703.89	746.12	790.89
31	3-inch	610.56	1,279.33	1,356.09	1,437.46	1,523.71
32	4-inch	996.18	2,058.69	2,182.21	2,313.14	2,451.93
33						
34	Volume Charge - per 1,000 gallons					
35	All gallons	\$ 2.34	\$ 4.04	\$ 4.28	\$ 4.54	\$ 4.81
36						
37	Individually Metered Irrigation Service - per Meter					
38	Base Charge					
39	5/8-inch	\$ 42.85	\$ 73.38	\$ 77.78	\$ 82.45	\$ 87.40
40	3/4-inch	64.27	106.20	112.57	119.32	126.48
41	1-inch	107.12	171.83	182.14	193.07	204.65
42	1 1/2-inch	192.82	335.90	356.05	377.41	400.05
43	2-inch	278.52	532.79	564.76	598.65	634.57
44	3-inch	407.07	1,025.02	1,086.52	1,151.71	1,220.81
45	4-inch	664.17	1,648.50	1,747.41	1,852.25	1,963.39
46						
47	Volume Charge - per 1,000 gallons					
48	0 - 50,000 gallons	\$ 2.34	\$ 3.10	\$ 3.29	\$ 3.49	\$ 3.70
49	50,001 -100,000 gallons	2.34	4.04	4.28	4.54	4.81
50	100,001 -150,000 gallons	2.34	5.38	5.70	6.04	6.40
51	Over 150,000 gallons	2.34	6.73	7.13	7.56	8.01
52						
53	Wastewater System - Monthly Rates for Service					
54	Individually Metered Residential Service - per Meter					
55	Base Charge					
56	5/8-inch	\$ 54.06	\$ 190.54	190.54	190.54	190.54
57	3/4-inch	81.07	190.54	190.54	190.54	190.54
58	1-inch	135.15	190.54	190.54	190.54	190.54
59	1 1/2-inch	243.20	190.54	190.54	190.54	190.54
60	2-inch	351.32	190.54	190.54	190.54	190.54
61	3-inch	513.47	190.54	190.54	190.54	190.54
62	4-inch	837.76	190.54	190.54	190.54	190.54
63						
64	Volume Charge - per 1,000 gallons					
65	0 - 15,000 gallons	\$ 6.07	\$ 12.75	\$ 13.52	\$ 14.33	\$ 15.19
66	Over 15,000 gallons	6.07	-	-	-	-
67						
68	Master Merered Residential Service - per Unit					
69	Base Charge - all Units	n/a	\$ 95.27	100.99	107.05	113.47
70	Volume Charge - per 1,000 gallons					
71	All gallons	n/a	12.75	13.52	14.33	15.19
72						
73	Commercial - per Meter					
74	Base Charge					
75	5/8-inch	\$ 81.06	\$ 190.54	\$ 201.97	\$ 214.09	\$ 226.94
76	3/4-inch	121.58	285.31	302.43	320.58	339.81
77	1-inch	202.63	474.85	503.34	533.54	565.55
78	1 1/2-inch	364.75	853.93	905.17	959.48	1,017.05
79	2-inch	525.94	1,230.48	1,304.31	1,382.57	1,465.52
80	3-inch	770.08	1,800.37	1,908.39	2,022.89	2,144.26
81	4-inch	1,256.50	2,937.61	3,113.87	3,300.70	3,498.74
82						
83	Volume Charge - per 1,000 gallons					
84	All gallons	\$ 6.07	\$ 12.75	\$ 13.52	\$ 14.33	\$ 15.19