

Memorandum

Date: January 4, 2007
From: Kenneth Schenck, Town Manager
Re: Town Update – January 2007

I am providing you with brief updates on some of the Town's continuing projects and events.

Stormwater Drainage Project - South Phase – On April 18, 2005 Chaz Equipment Company, Inc. (Chaz) was given the notice to proceed to start work on the South Phase of the stormwater drainage project. Chaz has completed the paving of the west side of Tropical Drive with the final lift of asphalt. The punch list of items for the project that remain to be completed or require further attention has been updated. The Town Engineer has issued Chaz with a letter of substantial completion for the project. The Town has received an approval from the Turtle Beach Condo to install the control panel in a location on their south property line. The remaining items to complete include the installation of the pumps and control panels for the Tropical Drive pump station. The engineer's survey crew is continuing to collect as built data for the project. The contractor was scheduled to be substantially complete with the project in three hundred eighty one (381) days from the notice to proceed date which would have made the date for substantial completion as May 3, 2006.

Woolbright Detention Area Landscaping – Mark Tomberg Irrigation and Landscaping, Inc. (Tomberg) has completed all of the installation of the landscaping, irrigation and fencing for the Woolbright Road detention area. The landscape architect has completed an inspection of the site and is providing a report with a punch list of items that need to be completed. Tomberg has removed by hand the cat tail plants that were growing wild in the bottom of the detention area. They have started the regular maintenance of the site during the establishment period of the plant material and are providing a one (1) year warranty for the plant material.

Grant Funds – At the December 8, 2006 Town Commission Meeting an agreement was approved with the Florida Department of Transportation (FDOT) for a Joint Participation Agreement in the amount of \$150,000. This agreement was to help the Town to pay for the costs incurred for the relocation of the control panel and supporting equipment for the Tropical Drive pump station to the south property line of Turtle Beach. The \$150,000 will be paid by FDOT to the Town upon the Town providing documentation of the costs incurred.

Temporary Relocation – At the July 25, 2006 Budget Meeting the approval was given for the staff to start preparations for the construction of the new Town Municipal Building. The Town Hall and Police Department will be relocating to two (2) portable buildings for the duration of the construction of the new building. The Town Hall is being housed in a 60 foot x 24 foot unit and the Police Department in a 72 foot x 24 foot unit. The two (2) portable buildings were delivered, located and installed on the north side of the garage at the end of December. The grading and rocking of the temporary parking lot has started to provide public access to the buildings. The parking lot should be paved in the next week. Vehicle access to the buildings will be made from the west end of the garage. The new piping for the water, electric, telephone and cable TV utility services was installed from east side of the property to where the portable buildings are located. The water and sewer will be connected to the portables in the next couple of weeks. We are still waiting to here from Florida Power and Light for a time frame to provide power to the portables. The construction of the wood decking with stairs and a ramp to provide access to the portables will be started in the next month. The temporary relocation should be completed in a couple of months. The next step will be the demolition of the existing Town Hall and advertisement for construction bids.

Stormwater Drainage Pipe Cleaning – The Town's contractor Rockline Vac Systems, Inc. has completed the cleaning of the stormwater drainage pipes in the north end of Town. They cleaned the drainage pipes and catch basins on Inlet Cay Drive, Spanish River Drive, Eleuthera Drive, Bimini Cove Drive, River Drive, Sabal Island Drive, Island Drive, Island Drive South, Marlin Drive, and Bonita Drive. Rockline is now in the process of cleaning, video taping and grouting the leaks in the stormwater drainage pipes in the south end of Town from the Ocean Manor Condo north to Adams Road. They should be completed with this work in the next month.

CALENDAR OF EVENTS

January 8: Town Commission Meeting – 5:00 pm

February 5: Town Commission Meeting – 6:00 pm

February 6: Code Enforcement – 10:00 am

February 13: Town Election