

Memorandum

Date: January 30, 2013
To: Mayor & Commissioners
From: Ken Schenck, Town Manager
Re: Town Update, February, 2013

I am providing you with brief updates on some of the Towns continuing projects and events. The results of the visual inspections around the Town are attached.

Coconut Lane Drainage

We had the final startup test of the pump system on January, 29th. The test went well and everything is working as expected. The contractor still has a few cosmetic things to take care of but the main parts of the project are complete and are operating today.

FDOT Discussions

FDOT has completed the plans for the pedestrian crossing at Woolbright and A1A. They anticipate construction to begin and be completed this summer. All four streets entering the intersection will be marked.

FDOT is cleaning out the ponds on Ocean Ave. The north side needs to dry out before they can remove the mangroves. We are still working on the flap gate issue to reduce the flooding on Ocean Ave. during extreme high tides. Transfield Services is getting the original plans to see what was supposed to be installed.

We have completed the pedestrian and traffic count per FDOT guidelines required to construct a pedestrian crossing just south of Town Hall. The report has been submitted to FDOT for their approval and permission to put in the crossing markings. Once they approve the crossing we'll need to have engineering plans to submit to FDOT for a permit. They will require us to install a sidewalk to connect the crossing to the paved parking lot in the park. I've discussed this with Boynton Beach and they will work with us on an appropriate location.

Bonito Drive Drainage

We finally got FPL and ATT to relocate their lines so we could install the discharge pipe. It's being installed this week. Once the pipe is installed the contractor will redo the cul-de-sac.

Inlet Cay Batter Pile Replacement

We've authorized Admiral Boatlift to replace the deteriorated pilings. We received the permit from FDEP to install the new pilings. The contractor is presently setting his schedule for construction.

Inlet Cay Island

I've been reviewing the surveys with the engineers and developing some preliminary plans to alleviate the standing water as best we can. When the preliminary plans are complete we'll meet with the residents and go over the plans with them prior to any final plans and construction. We'll then develop a cost and a source for payment for commission approval.

PBA Contract Negotiations

We have submitted the revised contract to the PBA based on the last shade meeting. We have submitted some dates to them for the next meeting but have not gotten a response to date.

Salary Survey

The surveys we want to use for the analysis have not been completed yet. As soon as they are we'll develop a report for the Commission.

Housing Rental Fees

The Commission discussed the possibility of charging a business license fee for those who rent out their homes. The attached memo and survey outline what some other communities do. We can discuss my memo at this meeting or during the budget process if the Commission desires.

Manager's Job Description

The attached memo and documentation outlines the Town Manager's job description. We can discuss this further if the Commission desires.

CALENDAR OF EVENTS

Commission Meeting-----March 4, 2013 @ 6:00 PM

Code Enforcement Meeting-----March 5, 2013 @ 10:00 AM

cc: Chris Yannuzzi, Police Chief
Karen Hancsak, Town Clerk
Town Employees