

**Memorandum**

**Agenda Item # 10**

**Date: May 1, 2017**  
**To: Honorable Mayor and Commissioners**  
**From: Jamie Titcomb, Town Manager**  
**Re: Town Manager Report – May Commission Meeting**

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Building Department Update:

Lisa Burns has been named staff Building Clerk clarifying a point person and adding certain extra duties; other front office staff will still cross assist in absences or heavy volume times. An Administrative Assistant position for general support is proposed for the remainder of the year utilizing our current intern pending today's budget amendment request. Initial conversations have been initiated with our current contractor (Hybyrd) to discuss configuration and costs for up to full-time Building Official duties with Town Hall hours, meetings attendance and enhanced town construction site management duties. We will compare modifications and costs of contractual services versus in-house staffing to report for the budget workshop and subsequent meetings to assist in a decision.

FPL Street Lights

A FPL pole-mount streetlight has been in discussion for some time for the crosswalk area at Hammock Beach Park has been ordered and awaiting final approval from FPL and will be installed soon. The Town pays electricity on installed streetlights under our master account agreements. A light is also being requested for installation on an FPL pole on A-1-A near Sailfish/Hersey intersections under the same program.

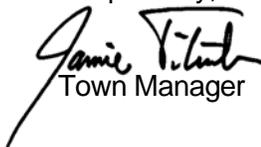
Fayette Drive:

The eastern end of the Fayette Drive cul du sac has been compromised over time and we are exploring town initiated modifications. The issue was raised in recent events about the status of the dedicated platted perpetual public walkway to the beach and revelation that the space is the Town's jurisdiction. Recent site renovations to adjacent properties exposed issues warranting pathway upgrades to protect town drain infrastructure, power and utility lines overhead and footprint treatment of the segment. Attached is a cost proposal for "high traffic" durable artificial turf installation, which includes installation of product on a high drainage capacity subbase covering the east end of the cul du sac/walkway north south leg; though we are open to and exploring other design solutions. Other issues are removal of trees planted in this right of way in conflict with utilities lines, maintenance of the area, representation of the neighborhood property owners where no HOA exists and other related matters.

FCCMA Annual Conference

I will be away from Town Hall on Wed., May 31<sup>st</sup> to Sat., June 3<sup>rd</sup> attending the annual City Managers conference event in Orlando. I will name a primary point of contact for the workday hours away.

Respectfully,

  
Town Manager