



Town of Fort Myers Beach

Town Manager's Weekly Report
April 2 thru April 8, 2010

The Town Manager visited Bay Oaks for a tour of the facility and information about its programs and operations. He also participated in the skin screening program being offered at the time.

The Town Manager met with Ms. Carrie Hill President, Friends of the Mound House and Ms. Laurie Nienhaus regarding a proposal to create and publish a book about the property and the restoration/preservation project.

The Town Manager met with Mr. Tim Anglim at his Wins property located at 5th and San Carlos to hear his concerns about parking in the area and other matters.

Community Development Director Dr. Shockey and the Town Manager met with MS. Margaret Emblidge and AICP certified planner. She visited with staff to present information about her qualifications and to inform us of her desire to work for the city should the opportunity arise.

The Town Manager joined Public Works Director Lewis and Cultural Resources Director Schober in a meeting with representatives of the contractor and landscape designer for Newton Park to resolve a design conflict that has held up the project for a little over two weeks. The conflict was resolved and it will be corrected at no cost to the Town.

The Town Manager and Cultural Resources Director Schober met Mayor Kiker at the Newton House site to go over plans and remaining work for the site.

The Town Manager invested a good portion of a day with Fire Chief Becker in a tour of his department's facilities and to discussion their operations and cooperation with the Town during disasters.

The Town Manager joined Council Member Bob Raymond in a meeting with Congressman Connie Mack to learn of federal legislative activity this session as it may relate to opportunities to gain funding for Water or storm water projects.

The Town Manager joined Mayor Kiker in meetings with Lee County Commissioners Bigelow and Chairperson Hall to discuss a number of topics. This also included county staff.

To: Terry Stewart, Town Manager
From: Evelyn Wicks, Director of Finance
Date: April 8, 2010
Re: Weekly activities

The Finance Department staff worked on the following projects and activities for the week of April 2nd through April 8th.

From time to time, the Town is required to update the pension plan to remain in compliance with the Internal Revenue Service regulations. I reviewed the plan documents and forwarded to the Town Attorney. The documents are scheduled to be on the 4/19/2010 agenda. Several new employees met with the Town's pension provider this week to set up their accounts.

I completed the Construction in Progress portion of the audit. This schedule shows projects that are still in the construction phase. Once completed, projects are transferred to the Town's fixed asset schedule.

We prepared a list of vendors and annual payments. We are exploring the option of using a purchasing card program for processing accounts payable checks.

We requested information on any potential rate increases or coverage changes for the Town's insurance for budget preparation.

Week of April 2 – April 8 Community Development Department Events

Met with realtor/consultant retained by Fifth Third Bank regarding “Times Square” properties’ development rights/prospects

Florida DEP permit to allow raking after conclusion of nesting season this year for shorebird nesting areas on the beachfront outside the Little Estero Island Critical Wildlife Area was successfully obtained. Efforts to provide for a longer-term solution that satisfactorily protects the property owners’ use of their beachfront, as well as the nesting habitat, are ongoing.

Staff met with architects and engineers designing the library expansion project to discuss site planning issues in advance of the library’s application for development order.

The applicant for a variance from floodplain regulations withdrew his application and will meet with staff about redesigning the site plan to relocate the building to another part of the site.

Received one application for appeal of an administrative determination, appealing the denial of an SB 360 permit extension requested for a permit that was null and void.

Received correspondence from a property owner proposing to apply to FEMA for a Letter of Map Revision to revise base flood elevations shown on the FIRM for the vicinity of his property, near Times Square

A staff report for one special exception is being prepared

Applications for the code enforcement position are being reviewed

Building department received 21 new permit applications
Building department issued 12 permits
Building department approved 5 permits not yet issued

Code enforcement opened files on 1 new case
Code enforcement closed files on 6 cases

Pending zoning and planning hearing items:

- 2 incomplete petitions for hearing to consider vacating rights-of-way
- 7 special exception applications for alcoholic beverage use
- 1 comprehensive plan map amendment
- 3 variance applications from Chapter 30 (signs)
- 3 “landmark or historically significant sign” requests
- 1 appeal of an administrative determination (appealing denial of SB 360 extension for a voided permit)

To: Terry Stewart, Town Manager
From: Michelle Mayher, Town Clerk
Date: April 8, 2010
Re: Departmental Reports

From the Clerk's Office

Records Requests

- ❖ Fulfilled a request for copies of the Pink Shell MCP
- ❖ Fulfilled a request for a copy of the code case report for 5771 Estero Blvd.

Special Requests

- ❖ Worked with Finance to collate documents relative to an EEOC case.
- ❖ Reviewed past years' minutes to determine whether action was taken by past councils regarding the assessment of Palmetto / Easy Street.
- ❖ Reported on the feasibility of a referendum on the November general election ballot.
- ❖ Responded to a request from Municipal Code Corporation for updated town ordinances for codification.
- ❖ Working to compile a list of all service contracts due to expire within FY 2011.

Information Technology Support

- ❖ Assisted in the re-setting / re-booting of the e-mail server after the weekend.

Cultural Resources Weekly Departmental Report 4-1 to 4-8-10

Educational Programming

Theresa Schober and Steve Archer attended planning meetings on Tuesday, April 6th for the Florida Anthropological Society and Florida Trust for Historic Preservation conferences to be held in Lee County in May.

The Fort Myers Beach Art Association held a paint-out at Mound House on Wednesday, April 7th.

FPAN and Mound House will be participating in Jakes' Day at Fort Center archaeological site in Glades County on Saturday, April 17th. This is the second year that we have been invited to this festival.

In advance of a Fort Myers Beach Elementary field trip to Mound House for April 23rd, Steve Archer will present an in-school program on archaeology to 2nd through 5th graders on April 19th.

Capital Improvement Projects

On Tuesday, April 6th, representatives from David M. Jones Jr. & Associates and Maddox Construction Company met with Terry Stewart, Cathie Lewis, and Theresa Schober at Town Hall to determine a resolution to the storm pipes placed too deep on the Newton Park property. Both firms will split the cost of this repair at no cost to the Town. Work at Newton Park is anticipated to be complete within 30 days of the contractor receiving the approved revised plans.

In preparation for filming the six (6) minute documentary of the shell mound exhibit ("Stories Beneath Our Feet"), Theresa Schober and Regan McBride have spent three days cleaning the archaeological deposits within the excavation area to ensure they are photo-ready. Assisting in this process is student volunteer Daniela Heller from Germany. Two additional cleaning days are necessary before filming on Sunday, April 11th in the exhibit space.

Other Projects

A draft budget for Cultural Resources has been prepared for submission to Evelyn Wicks on Friday, April 9th.

Theresa Schober met with Rochelle Kay of the Historic Preservation Board (HPB) to assist with the planning of "historic vista" interpretive signage. Although the project has been discussed for many years at the HPB, there has been recent expressed interest in deciding on themes and pictures for use in signs when funding is available. The scheduling of brainstorming meetings to further the project will be discussed at the Historic Advisory Council (HAC) meeting on April 20th.

Week of April 2, 2010 – April 8, 2010

Public Works Department

Bay Oaks –

- Community Pool – The pool has been wonderfully busy with the warmer weather and spring break. The new operating hours of 10:00 AM to 5:00 PM, Monday, Wednesday, Friday, Saturday and Sunday will remain in effect until the summer hours begin.
- The Civic Association provided their check in the amount of \$1,200.00 resulting from the 50s Dance, held on March 27, 2010. This donation is specified for scholarships for children to attend Bay Oaks Summer Camp that would not otherwise be able to afford to attend
- A high school softball team (Kearsley High, Flint Michigan) has been renting the large ball field this week while Little League is not using it. There was a piece in the Observer regarding it.
- Upcoming Events –
 - Taste of the Beach - May 16, 2010
 - Sports Authority Gymnastic Tournament – May 20, 2010 – May 22, 2010
 - Summer Camp Open House- June 11, 2010

North Estero Blvd. Drainage Improvement Project

- Transfer of hydrants is continuing and service connection switch-over is underway. Property owners have been advised of this. It is likely that water service will be disrupted on a regular basis during this transition because of the condition of the old infrastructure. This process should be completed within the next two weeks. Once complete the old water lines will be taken out of service and the stormwater piping installation will begin.
- Treatment beds #2 & 3 (Pink Shell) are complete.
- TECO continues to be very slow in responding to relocating their gas mains. This has the potential of delaying the project.

General

- Special Event Permit Applications received this week –
 - The Beach Soccer Championships on May 22-23, 2010 at the Holiday Inn
 - Boy Scouts of America Troop 999 Pine Wood Derby on April 16, 2010 at Times Square
 - Arnberg Wedding on October 16, 2010 at the Old San Carlos Blvd. Fountain Park
 - Lee County Coalition for a Drug-Free Southwest Florida National Alcohol Screening Day on April 9, 2010 at Times Square
- Hurricane Re-Entry Passes – There has been an error in the printing and the passes are being reprinted. The printing company indicated that a partial shipment should be available during the week of April 12 so that distribution can begin the following week. Staff has been providing applications to any person so that they can complete and submit the application and then the pass will be mailed once received by the Town.
- The mooring field average occupancy for March was 49%. Maintenance within the mooring field is continuing and expect replacement of 10 mooring systems to begin this month.

- Central Parking has been issuing parking tickets for vehicles parked along Fifth St. and at the end of Connecticut St.

