



Town of Fort Myers Beach

Town Manager's Weekly Report
August 12, 2011 through August 18, 2011

Note: The following group of departmental reports covers the period from Friday of the preceding week through Thursday of the current week. These reports provide a brief summary of departmental activities most often related to issues or actions of specific interest. It is not, nor is it intended to be a detailed or exhaustive list of every activity happening within our Town. This is provided to the Mayor and Council in order to help them remain better informed. In turn, the Council has asked staff to post the reports on the Town's website for the benefit of our residents and businesses.

Town Manager Stewart joined Mayor Larry Kiker in visits with Lee County Commissioners on a variety of subjects including an implementation date for the bulk water rate adjustment, the status of the beach re-nourishment project, Estero Boulevard and a follow up on the Council directed letter to the Board asking the Board to exercise its oversight authority with the Library district.

The Town Manager joined Vice Mayor Raymond and other Town staff members in a workshop meeting with the community regarding the proposed Rental Registration ordinance. Many attendees spoke about their misgivings regarding the ordinance and asked the Town to reconsider moving forward with it. There was good and open discussion all around and participants were afforded the opportunity to speak fully about their concerns. Several suggestions were presented but one of significance was a recommendation not to create additional ordinances or services to deal with issues that already have a solution set.

The Town Manager and Growth Management staff members participated in a meeting with various County staff members about the proposed county parking facility at the old Seafarer's site. It was an extensive meeting lasting for a little over an hour. The county wished to understand the processes necessary to be able to achieve any required changes to the Master Concept Plan and CPD. Town Staff provided guidance on our process and the various elements that must be addressed in order to enable project implementation.

Week of August 12, through August 18 2011
Department of Community Development (DCD) Events

Meeting with Mitch Krohn regarding property at 1028 Fifth Street

Response letter to Richard McDole regarding liquor license at Gulfshore Grill property

Coordination with Neil Hopgood, general manager, from DiamondHead regarding FMBVAR2008-0003

Meeting with Robert Hutcherson from Morris-Depew Associates regarding Beach Shell Inn sign

Per-app meeting with Ron Schlegel of Florida Gulf Engineering and Allen Gross of Blue Sky Builders and Building Official regarding a new residential building

Revisions to Outdoor Display and Sales permit and affidavit

Coordination with Town Attorney regarding Hold Harmless agreement for 1035 Estero Blvd

Meeting at 80 Avenue E regarding code compliance, fire and live safety issues, and redevelopment possibilities

Preparation for September LPA meeting

Community Development Staff meeting

Received notification of CRS recertification, began compiling documentation and requesting assistance from other staff members

Coordination with realtors, residents and insurance agents regarding Flood Elevations and Substantial Improvement Interpretations

Responded to inquiries about Public Input Survey Results and outcome of Visioning Sessions

Began coordinating Historic Plaque Presentation for St. Raphael's Church

Coordination of agenda for Local Planning Agency September meeting

Responded to an inquiry about mobile vending at 6530 Estero Boulevard

Reviewed proposed changes to the NFIP CRS manual for 2012

Received Repetitive Loss Property List and began to prepare mailing to notify property owners on the list of flood awareness

Coordinated with applicants regarding FEMA elevation grants.

Coordinated with County and MPO staff regarding congestion management projects

Coordinated with FDEM regarding elevation grant applications from 2010/2011

Reviewed a building permit inquiry regarding the 50% rule and fire safety code violations

Revisions to Substantial Improvement Application Forms

Building Permitting Activity: 8/12/11 THROUGH 8/18/11

New applications	47
Permits issued	33
Permits approved, not issued	19
Applications reviewed & approved	52
Applications under review	28
Inspections performed	44
Permits issued Certificate of Completion	17

Code Enforcement Activity

Active:	169
Closed:	11
Opened:	10

Environmental Science Coordinator:

Developed and coordinated permit submittal for the Laguna Shore dredging project

Conducted sea turtle lighting compliance survey. Multiple violations found

Conducted a survey of beach nesting birds at Carlos Point and the Critical Wildlife Area

Met with DEP permitting staff regarding Carlos Point

Continued monitoring the beach nourishment project

Presented a sea turtle lighting code enforcement case in a code enforcement hearing

Attended the Estero Bay Agency on Bay Management Meeting as a Town representative

Week of August 12, 2011 – August 18, 2011

Public Works Department

General

- Spirit of '45 – VFW – Crescent Beach Family Park - 8/14/11 – 5:45 to 7:00 PM
- Special Event Applications Received – Boy Scouts Cardboard Boat Race for September 17, 2011
- Hurricane Re-Entry Passes – Applications continue to be processed at Town Hall. As we move into the season, issuance of Re-Entry Passes will be discontinued when within 6 days of an impending storm.
- Hydrant Repair across from Holiday Inn



- Director attended the Town Council workshop.
- PW Director spent time at Bay Oaks handling pending matters.
- Continue to process Special Events Permit Applications and submitting the weekly report to the SFWMD regarding water restrictions.
 - Matanzas Bridge Repairs – Painting is 100% complete. Next week, asphalt repairs will begin. All work will take place at night.
 - PW Maintenance moved weight equipment at Bay Oaks
 - PW Maintenance mowed and weeded at the Mound House and Newton.
 - PW Maintenance weeded areas around Time Square, the fountain and Lynn Hall Park entrance.
 - Finished installing meter poles by Zushi Zushi.

Bay Oaks Recreation

- The Beach Elementary PTO held their annual Back to School party at the pool on August 12th.
- Kiwanis sponsored swim lessons continue at the pool.
- The off season pool hours began this week and are as follows- 10am to 6pm on Monday, Wednesday, Friday and Saturday; 12pm-6pm on Sunday; closed on Tuesday and Thursday.

- The Men's Basketball League continues to be well attended on Monday nights.
- Planning for the BORC Bash community event scheduled for October 1st is underway.
- The weight room has been relocated to a larger room at the Rec Center to better meet the needs of Bay Oaks members.
- Bay Oaks Social Seniors --14 members attended a trip to Cirque du Soleil Alegria at Germain Arena on August 14th.
- Participants continue to register for the Club Rec after school program. There are currently 13 children registered.
- New youth dance classes began this week. Beginner's ballet and jazz classes are on Monday afternoons and hip hop is on Friday afternoons.

Memo

To: Terry Stewart, Town Manager
From: Evelyn Wicks, Finance Director
Date: August 18, 2011
Re: Weekly Activities

The Finance Department staff worked on the following projects and activities for the week of August 12th through August 18th:

FINANCE

We completed the employee payroll. We made a bank deposit and did an accounts payable check run. Finished July month end and reconciled all Town & water utility bank accounts. We prepared and posted the August payroll journal entries and I reviewed the completed July revenue and expenditure accounts.

HUMAN RESOURCES

We processed new hire paperwork for one part time employee at the Mound House. We are beginning to plan the year-end employee appreciation and longevity award luncheon. I'll let you know as soon as I have the date pinned down. Bids for the employee benefit package are due Friday, August 26th.

BUDGET

I am finishing the state budget documents and I am preparing the documents to be part of the Budget resolution.

INFORMATION TECHNOLOGY/INSURANCE

I continue to monitor several open insurance claims.

Memorandum

To: Terry Stewart, Town Manager
From: Theresa Schober, Cultural Resources Director
Date: August 18, 2011
Re: Weekly Department Report

Educational Tours and Programs

Guided Beach Walks and Beginner's Yoga have continued at Newton Park. The yoga class is featured in an *Island Sand Paper* story written by Councilwoman Jo List.

Education Coordinator

Brent Newman has joined Cultural Resources as the new Education Coordinator. Brent is a native Floridian from Ft. Myers, and is working towards a master's degree in Historical Administration and Public History from Florida State University, which he plans to complete in December 2011. He is very excited to join the Mound House team due to his love of local history and past experience with interpretation at other significant historical and archaeological sites in Florida.

Meetings/Other Events

The Cultural Resources Director attended the monthly Tourist Development Council meeting on Friday, August 12th. Announcement of Arts & Attractions grant awardees are expected by early September.

The Cultural Resources Director attended the August 15th Town Council work session and regular meeting. The work session included a presentation on the 2nd and 3rd quarter operations at Mound House and Newton Park. All Cultural Resources staff and some Mound House volunteers attended. Intern Lindsay Mancuso presented a 6-minute film on volunteers at Mound House. Five other films ranging from restoration projects and site programs have also been produced for our use.

On August 15th the Town Council approved the ranking selection of Grandscape, Inc. as the landscape maintenance provider for both Newton Park and Mound House. The final contract is being prepared for final approval at the September 6th Town Council meeting.

Following approval by Town Council of the resolution amending the Citizen Recognition Program at the same meeting, Cultural Resources staff completed and ordered brochures for the program and worked with the Town Clerk's office to move program information to a more visible spot on the Town website. Information and nomination forms can be found under the "For Islanders" tab.

A rollover application for the Division of Historical Resources (DHR) Special Category Program grant was submitted on Monday August 15th. The initial Town application submitted in July 2010 ranked 34th on the priority list however no funds were made available in the FY2012 state budget. The rollover application allows the Town to remain ranked for consideration by the legislature in the 2013 budget. In the original 2010 grant application, the Town requested \$350,000 towards remaining Mound House restoration and museum exhibit installation. Due to the lead abatement portion of the project proceeding, the scope and budget requests were modified as necessary. This decreased the match requirement by the Town should the application be funded.

Lead Paint Abatement Project

Mechanical scraping of loose and damaged lead paint has continued on the second floor of Mound House. A 10-yard covered and lockable dumpster will be placed on site next week to hold the collected debris from this process until the project is completed. Project meetings are held every second Friday.



Town of Fort Myers Beach

Memorandum

To: Terry Stewart, Town Manager
From: Michelle Mayher, Town Clerk
Date: August 18, 2011
Re: Departmental Reports

From the Clerk's Office

Records Requests

- Copies of the Bay Oaks memberships for the senior program, after school program, summer camp program and youth program for the years 2009, 2010 and 2011 up to current.
- Copy of the current fees for the various programs and those that were in effect in 2009.
- Copies of any membership lists or reports that would show how many members of Bay Oaks live inside the town and how many live outside the town.

- Copy of the DVD from the August 17 Rental Registry work session
- Copy of the DVD from the August 15, 2011 Town Council work session
- Copy of the DVD from the August 15, 2011 Town Council meeting.
- Copy of the DVD from the August 17 Rental Registry work session
- Copy of the DVD from the joint Town Council / LPA meeting of Sept 17, 2009

Miscellaneous

The Clerk's office contacted the Lee County Supervisor of Elections to establish a time line should the Council decide to have referenda on the ballot for the 2012 Presidential Preference Primary. The Supervisor needs 120 days' notice; the legislature has until October 1st to determine the date for the primary. If the Town does not submit referenda for the 2012 primary, the next available election for referenda would be March 2013.

The Clerk has contacted Municipal Code Corporation to determine the cost to codify the Land Development Code. The LDC was removed from review when the Town initially codified its ordinances (code was adopted in October 2010); we now have a desire to codify the LDC. We are waiting response from MCC.

During this week, much work has been done on the Town's website in terms of various postings for precautionary boil water notices and gulf beaches advisories; the Citizens of Distinction/Recognition Program has been updated and posted to the web; Clean up of various pages on Island History, Doing Business, Advisory Committees, staff directory.

We have created a Quick Response Code (QRCode) for the Town's website and for use on printed materials.