



# TOWN MANAGER'S MONTHLY REPORT

## COUNCIL MEETINGS & MISCELLANEOUS FOR MONTH OF: JUNE 2024

- ✓ **Town Council Meeting:** Friday, June 14, 2024, at 9:00 am at Town Hall
- ✓ **Town Council Meeting:** TBD

## DEPARTMENT REPORTS - May

### Code Enforcement, Joe Hinks

- 2 Calls for property violations.
- 1 Stop Work Order
- 1 unlicensed company stopped.
- 1 call for construction debris.
- 26 Mercantile licenses issued.
- 28 Building Permits issued.
- 3 Plan reviews.
- 18 property inspections.
- Attended 1 TC Meetings
- Attended Organizational Meeting
- Assisted TM with tree complaint
- Meeting with TM and vendor about GIS project. Update: request to add new features.
- Met with contractor about drainage concerns.
- Met with TM and performed field inspections and measurements for potential flood gate installations.
- Met with homeowner on potential renovations and floodplain regulation.
- Met with homeowner regarding drainage complaint.
- Met with homeowner over illegal ground floor space conversion.
- CRS audit completed and waiting on results.
- Contacted contractor about unrepaired road cuts. Update: repairs underway.

### Beach Patrol, Ryan Dacey

- Update Beach Patrol Handbook.
- Beach Patrol shack moved to the beach on 5/18.
- Beach Patrol tryouts.
- Ordered more uniforms.
- Attended SCLA Captains Meeting.
- Took bathing suits to screenprint.
- Complete Position Verification request on a past guard for a Background Check.
- All guard stands placed on beach.
- Introduction meeting for lifeguards Memorial Day weekend. Special thanks to CRC for providing dinner to the guards.
- Had a safe Memorial Day weekend.

### Public Works, Jon Stiffler

- Installed post and rope on southern walkway in Sandpiper Village.
- New boardwalk built on north end of SPV.

- Worked on drainage issues at 144 Peterson.
- 7-day a week beach trash and trash throughout Town has begun until Labor Day.
- Fixed wood guardrail on West 1<sup>st</sup> Street with treated 2x8x10.
- All mobi-mats have been installed on beach walkways.
- Lord's Landscaping has completed landscaping Welcome Beds with Perennials and annuals.
- Lifeguard shack returned to beach for the season.
- Beach was cleaned and raked before Memorial Day.
- Scheduled to have floating wetland removed at 140 Bayshore.
- Sinkhole fixed on walking path south of Bayshore.
- Flags for Heros installed for Memorial Day along RT 1 and welcome beds; two of the flags were stolen.
- New sand fence along walkway in SPV.
- Assisted Town Manager with various things.

**Town Manager, Maureen Hartman**

- Thank you to the residents who volunteered to work on Election Day! The election wouldn't have been as smooth as it was without the following – Judges: Pat Weisgerber, Brad Gough, Sandi Roberts, and Election Workers: Ann Baker, Stephanie Bunowski, and Diann Nazarian. Special thanks to Town Staff: Matt Amerling, Brittany Hollis, and Chief Lovins.
- Assist residents with numerous items.
- Assist former and new Mayor, council members, and committee members with various requests and meetings.
- Work with SPV HOA regarding north walkway and associated issues.
- Complete updates to personnel policy manual; present to Council.
- Working with Joe Hinks and CGS on Town GIS project.
- Met with representatives from General Code on May 8 to discuss project.
- Work with PW Director and Code Enforcement on Town issues. Specifically, Joe Hinks and I have been working with measuring pipes for new check valves.
- Work with Solitude on algae harvest.
- Meet with Beach Patrol Captain and Mayor Dondero.