



Town of Lake Clarke Shores

Palm Beach County's Premier Lakeside Community Since 1957

MEMORANDUM

To: Mayor and Town Council
From: Daniel P. Clark, P.E., Town Manager
Date: June 1, 2021
Subject: Status Report for the June 8, 2021 Town Council Meeting

Proposed Upcoming Town Council Meeting Schedule

June 8th – 6:30 PM Regular Town Council Meeting
June 17th – 6:30 PM FRDAP Grant Public Workshop/"Sole Purpose" Meeting
July 13th – 6:30 PM Budget Workshop followed by the CRA Board Meeting and the Regular Town Council Meeting
August 10th – 6:30 PM Regular Town Council Meeting
September 13th – 6:30 PM Budget Public Hearing followed by CRA Board Meeting and the Regular Town Council Meeting
September 28th - 6:30 PM Budget Public Hearing followed by the Regular Town Council Meeting

Unfunded Mandates from the 2021 Legislative Session

HB 1059 – Construction Permits; By October 1, 2021, we must revise our code concerning application content, timing, resubmittal timing, and review deadlines. We must also make changes to allow for electronic submission of all applications, attachments, and payments. Finally, we must revise our website to post and view all building permit applications, attachments, review comments, and status of each application. We believe this will require a complete change in our antiquated building permit software. We are preparing an implementation plan and budget at this time.
HB667 – Building Inspections; It requires us to accept building inspection requests electronically through any form from an email, website fillable form, to a third-party software or a mobile app.

Server Upgrades

Timing is now critical that we authorize upgrades to our IT Infrastructure. Then we need to upgrade our financial software before September 1, 2021 so we don't interfere with end-of-year closeout accounting and the audit process. Lastly, we must add whatever new software and cloud storage requirements to comply with HB 1059. The costs of the upgrade to the IT system are eligible to be covered by the ARP funds.

Upcoming Events

No events planned in FY2021 due to COVID and budget limitations.

Palm Beach County EOC Returning to Normal

After 140 conference calls and 400 days of activation, PBC Emergency Management staff suspended regularly scheduled COVID calls and returned the EOC to Normal status in preparation for hurricane

season starting June 1st. At one point in the COVID crisis, the Emergency Managers from all the Cities, PBC, PBC Health Department, and various other agencies had 90 daily calls in a row. The Health Department cautions the crisis isn't over, but it is diminishing and it's time to refocus EOC efforts and resources on the 2021 Hurricane Season.

American Rescue Plan (ARP)

On May 10th, the US Department of Treasury issued guidance on the American Rescue Plan Act of 2021. Congresswoman Frankel's office immediately issued a fact sheet to help us understand what we can and can't do with the funds. The guidance from the Congresswoman's office suggests we have two options: 1) Replace lost public sector revenue, and 2) Invest in water, sewer and stormwater. Staff's recommendation hasn't changed. We propose to use \$110,000 to upgrade our IT servers and the rest for Utility needs for capital improvements including the septic-to-sewer funding challenges we face. Fifty percent of the money will come in June or July of 2021 and the other fifty percent will come in June 2022.

Police Officer Dismissal Arbitration

Written closing brief was submitted to the arbitrator by May 28, 2021. The arbitrator has 30 days to issue his ruling.

Lawrence Road 12-inch Water Main Project PHASE 2

Construction on the Lawrence Road water main project is scheduled to begin in July. As soon as the pipeline construction is complete, Palm Beach County Roadway Production will issue a Notice-to-Proceed on a Lawrence Road widening project. The widening project includes significant drainage improvements located on the east side of the existing roadway. That is where we have our current water main. It will need to be removed and disposed of (asbestos cement pipe). We will then need to connect the existing lateral water mains to the new 12-inch water main with pipes running across Lawrence Road instead of parallel to Lawrence Road. Since we don't want to have two contractors working in the same space for two different owners, we will again ask Palm Beach County to bid and award the entire project and we will enter into another joint funding agreement for our share of the contractor's work costs. This is an early announcement of a future agreement likely to be approved in January 2022.

1475 Forest Hill Boulevard

Palm Beach County Department of Housing and Economic Sustainability (DHES) has included the construction costs for this sewer lift station project in their recommendation for funding to the Board of County Commissioners with the other CDBG projects. The Board is expected to act on this recommendation in July. The award amount will be for construction costs only (estimated to cost \$224,882.38). Staff is proposing that the Town pays the engineering costs (estimated at \$55,326) for this project through the Utility and that the CRA pay the legal, administrative, and construction oversight costs (estimated at \$20,239). This will be a federal grant and will require us to bid the project and implement new construction contractor oversight rules. We hope to open bids and award the construction contract in October 2021.