



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: October 5, 2022
Subject: Status Report for the October 11, 2022 Town Council Meeting

Proposed Upcoming Town Council Meeting Schedule

October 11th – 6:30 PM Regular Town Council Meeting
November 15th – 6:30 PM Regular Town Council Meeting and CRA Meeting
December 13th – 6:30 PM Regular Town Council Meeting

Upcoming Town Events

October 29th – 5:00 PM 1st Annual Food Truck Monster Mash
December 3rd – 11:00 AM Holiday Parade
December 3rd – 6:00 PM Jim and Judy Tackett Tree Lighting Event
December 18th – Hanukkah Starts at Dusk, Menorah Lighting Event

Town Manager Selection Update

The Town accepted applications for the Town Manager until September 9, 2022. Sixteen applications were submitted. Staff (the Town Manager, Deputy Town Manager, and Town Clerk) reviewed each application submitted and then did a quick social media review of each applicant. One applicant withdrew his application. Three candidates were identified as the most qualified. We are discussing the interview and selection process with the Florida City and County Management Association to ensure we have the best method for selection of the best candidate.

2022 Audit Process

October 1 is the start of the new budget year and the end of the old budget year. With the end of the budget year comes the Audit. The 2022 Audit has started. We have received several data requests from Carr, Riggs, and Ingram. As is normal, you can also expect to get some questions from CRI.

Town Hall Fuel Tank

The fuel tank at Town Hall has an internal leak. The tank is a cement coated double wall steel tank. Gas was found in the space between the two steel walls. We are working with the vendor to get the Tank replaced under warranty. We don't have any information on timing yet.

Online Building Permit Process Kickoff

Staff has training for the new online building permitting software on October 12th. We will begin using the software by the first of November and will gradually transition to a complete online solution as the old permits are closed. Public transparency, speed and efficiency are the beneficial outcomes.