

Town Manager Report - March 2020

The month of March has been a difficult month due the COVID-19 virus restrictions. As you all know, there were no official Town meetings or events held this month.

The primary general elections were held at Town Hall. The Town Hall had the usual nice turnout and all necessary precautions were taken to accommodate the COVID-19 virus restrictions. The voting results are available at the Town Hall.

Prior to the Town Hall being closed to the public, I did manage to schedule 26 interviews for the public works technician position, of which 8 showed up. There were maybe two applicants that showed promise. I will have to put this hiring process on hold until the COVID-19 virus is not such a problem anymore. There is still an urgent need to have another person in this position.

At the beginning of the month, I had several meetings at the Clay County Emergency Operations Center (CCEOC) in person and then when everything changed to phone conferences, I had many phone calls with the CCEOC and the County Manager. I would like to assure the Town Council and residents that the Town Hall is following all of the County's State of Emergency procedures in regards to the COVID-19 virus. The Town Hall is now closed to the public and is operating by appointment only, if necessary.

So far, all of the Town Hall employees are all doing well. The front office staff is working their normal hours and are on hand to help residents with any assistance or needs. The Town staff is still doing all of their normal duties, with the addition of all the COVID-19 restrictions and preparing their corresponding quarterly reports, due next month.

The Town Clerk is in the process of getting the teleconference and video conferencing set up for the Town Council and committees to be able to conduct their meetings to continue with Town business, as well as allow the public to participate as required by the Florida Sunshine Law. This is all new territory for the staff, but this should all be in place by the middle of April.

BY: David Cooper
Town Manager