

# Town Manager Report - March 2024

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This month has been extremely busy for the entire town staff.

The public works department located all of the badly cracked and broken sidewalks along State Road 16 that need to be replaced and have reported them to the Florida Department of Transportation (FDOT) as required for replacement, with pictures.

All of the J. C. Penney Scenic Highway trees have been counted and a description of the condition has been noted on each one of them and this information is now located in the Diamond Maps program.

A propane tank inventory has also been done to account for all propane tanks located within the town limits. This information has also been put in the Diamond Maps program and will be available to the Clay County Fire Department, in the event of a wildfire emergency in the area.

The public works employees also assisted with a couple of motor vehicle accidents that occurred on State Road 16. One accident happened when a refrigerated box truck hit a tree on the west end of town and created a very messy accident. The second accident was also on the west end of town where a pick-up truck ran off the road and took the guard rail out. The guard rail has been reported to FDOT for immediate repair.

Mowing season has begun and you will see the public works employee's mowing all the time now and throughout the summer. The guys were instrumental in preparing for the "Old Fashioned Farm Day" event by making sure that Kohler Park was spotless and all areas were set up as directed. Having said that, despite the dreary weather in the early morning, it turned out to be a beautiful day, for the event! There was a great turnout and the event was a definite success! Many thanks to the town staff for all the hard work that went in to this event!

The Water Administrator was equally as busy. The approved SCADA system was ordered for the water tower and it should arrive in the first week in April. At the time of this report, the approved and ordered Pump #2 for the master lift station still hasn't arrived yet. We are anticipating to receive it in April. The new Neptune 360 program that will replace the obsolete meter reading system is being systematically changed to integrate with the water billing program. In addition, the Consumer Price Index (CPI) water and sewer rate increase was calculated and properly noticed. This increase will be reflected on the May 2024 water billing cycle.

The front office staff spent many hours on the Farm Day event, including organizing the vendors, exhibitors, and food trucks, and photo booths. They provided the flyers given out to the public and arranged the parking maps for the vendors and the public; and provided direction for the volunteer help. The finance reporting and updates, for the event were also provided by the front office.

In addition to the Farm Day event, the Town Hall hosted the Clay County Elections Office for the Republican Presidential Primary election.

The front office staff also updated and processed items for ongoing grants for the Town, in addition to all their normal duties being performed.

I have attended all of the Town's required meetings for this month.

BY: David Cooper  
Town Manager