Item No. 15N

TOWN OF LAUDERDALE-BY-THE-SEA

AGENDA ITEM REQUEST FORM

TOWN ENGINEER
Department Submitting Request

JAMES BARTON
Dept Head's Signature

	Commission Meeting Dates	Last date to turn in to Town Clerk's Office		Commission Meeting Dates	Last date to turn in to Town Clerk's Office		Commission Meeting Dates	Last date to turn in to Town Clerk's Office
☐	Nov 10, 2009	Oct. 30 (5:00 p.m.)	☐	Jan 26, 2010	Jan 15 (5:00 p.m.)	☐	March 23, 2010	Mar 12 (5:00 p.m.)
☐	Dec 1, 2009	Nov 20 (5:00 p.m.)	☐	Feb 9, 2010	Jan 29 (5:00 p.m.)	☐	April 13, 2010	April 2 (5:00p.m.)
☐	Dec 8, 2009	Nov 25 (5:00 p.m.)	☒	Feb 23, 2010	Feb 12 (5:00 p.m.)	☐	April 27, 2010	April 16 (5:00p.m.)
☐	Jan 12, 2010	Dec 31 (5:00 p.m.)	☐	Mar 4, 2010	Feb 19 (5:00p.m.)	☐	May 11, 2010	April 30 (5:00p.m.)

NATURE OF AGENDA ITEM

☐ Presentation	☐ Resolution	☐ New Business
☒ Report	☐ Ordinance	☐ Manager's Report
☐ Consent Agenda	☐ Public Hearing	☐ Attorney's Report
☐ Bids	☐ Old Business	☐ Other

EXPLANATION: Stormwater Master Plan – Progress Status Report

STAFF RECOMMENDATION: N/A

BOARD/COMMITTEE RECOMMENDATION: N/A

FISCAL IMPACT AND APPROPRIATION OF FUNDS: N/A

☐ Amount $_____ ☐ Acct # _____

☐ Transfer of funds required ☐ From Acct #_____

☐ Bid ☐ Grant ☐ Amount represents matching funds

Town Attorney review required

☐ Yes ☒ No

Town Manager's Initials: GS

Revised 1/14/2010

CHEN&ASSOCIATES
Civil and Environmental Engineers

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954.730.2030 (Fax)

February 12, 2010

Town of Lauderdale-By-The-Sea
4501 Ocean Drive
Lauderdale-By-The-Sea, Florida 33308

Attention: John Olinzock, Assistant Town Manager

Subject: Stormwater Master Plan - Progress Status Report

Dear Mr. Olinzock,

Chen and Associates is currently working on the Stormwater Master Plan for the Town of Lauderdale-By-The-Sea. Chen and Associates commenced work on October 29, 2009, which is when the purchase order was issued by the Town. This letter serves as an update on the status of the various tasks for the report.

Task 1 of Chen and Associates' contract involved data collection for the existing model, including:

- Updating the digital stormwater atlas and adding any new information obtained.
- Analyze the existing topography by collecting and sorting LIDAR data.
- Calculate the stormwater runoff "curve number" for use in the existing conditions model
- Locate and record the condition of outfalls throughout the Town.
- Perform field visits during rainfall events to observe the stormwater runoff.
- Collect resident complaints of stormwater issues from Town staff.
- Research public records for land use, existing permits and plats.

Although the above items have been addressed, the data collection and research for Task 1 will be ongoing, and any new findings will be incorporated into the models as they arise. According to the project scope, geotechnical and surveying services will be contracted if deemed necessary for the model. The deliverable for Task 1 was a Technical Memorandum describing the results of the data collection. A draft report was submitted to the Town for comment and review. Chen and Associates met with Town staff to receive comments on the report and is presently revising the report.

Chen and Associates is currently working on Task 2, which involves setting up and running the existing conditions stormwater model. The deliverable for this task is a Technical Memorandum outlining the results of the model. This will be submitted on February 26, 2010.

For Task 3, Chen and Associates will create a future conditions stormwater model and provide a technical memorandum outlining the results of the model. This will be submitted within 35 days from receipt of review comments from Town staff on the Task 2 deliverable. For Task 4, Chen and Associates will provide the Town with the complete Stormwater Master Plan, and will present the findings to Town staff and/or the Commission. This will be submitted within 25 calendar days from receipt of review comments from Town staff on the Task 3 deliverable.

Chen and Associates looks forward to continuing the efforts towards a completed Stormwater Master Plan for the Town. If you have any questions or comments, please feel free to contact me.

Respectfully,

James Barton, P.E.
Senior Engineer
Chen and Associates