

WEEKLY MANAGER'S REPORT TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

June 3, 2021

American Legion Ceremony at the Lady Lake Cemetery: I attended the ceremony with my wife and Mayor Kussard was one of the guest Speakers.

Department Manager's Meeting was held Tuesday Morning. The Commission Agenda was reviewed. The managers gave updates on their department's activities.

A Special Shout-Out to Public Works: The gentlemen that lives at 705 Orchid Street called to say that our guys did a great job cutting and trimming the trees. He said that it was Travis, Justin and another person. He just wanted you to know that they did a great job and cleaned up everything afterwards.

Florida County City Manager Association Annual Convention was held In Orlando this week. I attended Wednesday, Thursday, and Friday.

CLERK'S OFFICE (Nancy Slaton):

Despite the short work week after the Memorial Day holiday and staff taking needed time off, notices, agendas, and packets for the upcoming meetings were distributed in a timely manner with assistance provided by the Town Manager's Administrative Assistant. Thank you, Julia!

A conditional offer of employment has been made to an applicant with municipal clerk's office experience for the Deputy Town Clerk position. The candidate has verbally accepted, and we are awaiting pre-employment clearance, with a projected start date of June 21st.

FINANCE

No report this week; business as usual.

GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):

Staff held a pre-construction meeting with the contractors for Outparcel D of Lady Lake Commons early this week; this is the last outparcel being developed in the shopping center. A bank with a drive-thru has been proposed at this location, as well as a retail establishment. Site work began Tuesday and will continue in the months ahead.

The Growth Management Department received a letter in response to the transmittal package for the Evaluation and Appraisal Report (EAR) based amendments by the Department of Economic Opportunity this week. DEO did not have any comments or objections to the

amendments as proposed. We anticipate final adoption of the amendments by the Town Commission at the meeting on June 21, 2021. Following adoption by the Commission, they will be directed back to DEO for final review.

The Building Department issued 42 permits over the last week, and 75 inspections were conducted in the field.

HUMAN RESOURCES (Tamika DeLee):

An interview for the Public Works Operator II position was conducted on June 1st. We are currently waiting on a response from the candidate. The Town of Lady Lake has several jobs opportunities available.

INFORMATION TECHNOLOGY (I.T.) (John Pearl):

The community development and document management software implementation projects have continued with multiple staff and vendor meetings focused on application configuration.

The Enterprise Resource Planning (ERP) Request for Proposals (RFP) are due next Tuesday, June 8th. The Selection Committee work effort will begin soon.

Multiple on-going network security infrastructure projects have made progress this week.

The GIS water system field verification project continues with Water Utility and I.T. staff in the field collecting GIS coordinates for various utility assets.

LIBRARY SERVICES (Lori Sadler):

The library has resumed the pre-pandemic hours of operation. Monday's hours are 9 a.m. to 7 p.m., and Tuesday through Friday 9 a.m. to 6 p.m.

The Famous Americans Dementia Education Photo Exhibit will be on display at the library during the months of June and July. The exhibit contains 48 framed portraits of famous Americans who are living with or have succumbed to Alzheimer's disease and other forms of dementia. Its purpose is to promote a public discussion about how we must respond to fatal brain disorders that are expected to more than double in our population by 2050. Today, there are an estimated 30,000 individuals in Lake, Sumter, and Marion Counties living with dementia; a number that is expected to grow to as high as 80,000 over the next 30 years. Infomercial pamphlets are also available for the patrons. The exhibit is sponsored by Coping with Dementia LLC.

This week, the youth department started a new program for tweens and teens titled, "Miranda's Manga Meet Up". In this program, fans of the Japanese comic books participate in book discussions, crafts, and more. Storytime and crafting activities continue to be very popular, along with video game Fridays.

The Lake County Library System's Food for Fines program ended on May 31st. At the end of the month, donations exceeded 400 items, therefore paying back more than \$400 in patron fines. Aly and Kourtney delivered the food and hygiene items to the Lady Lake Food Pantry, and the pet care items were donated to our Lady Lake Animal Control Officer, Denise Williams.

PARKS & RECREATION (Mike Burske):

The Parks and Recreation Department has been performing general maintenance to include mowing and trimming. We have not performed any special projects this week.

The Parks and Recreation Director met with the design engineers and discussed the lighting and electrical needs at the proposed park. The goal is to supply adequate power for the future events and holiday lights at that location. I spoke to the Lady Lake Soccer Association at length. As they have stated at the Commission meetings, they are having issues getting volunteers for the board. The Parks and Recreation Director is going to assist them in marketing and other areas in the hope of filling some of the gaps that they may not have time for. The goal is to work with them to grow the board and the program, then step away. They are a great group and I want to make sure that they have what they need. I represented the Town at the Orange Blossom Gardens Lions Club Installation Banquet on Wednesday. I was honored and surprised to have been awarded the Melvin Jones Fellow Award. This is the highest award given by the Lions.

POLICE DEPARTMENT (Deputy Chief Jason Brough)

The Lady Lake Police Department is actively participating in the "Click it or Ticket" enforcement campaign. Drivers are reminded of the lifesaving benefits of wearing a seat belt in the event they become involved in a crash. Seat belts are the best defense against impaired, aggressive, and distracted drivers. Being buckled up during a crash helps keep you safe and secure inside your vehicle as being completely ejected from a vehicle is almost always deadly. Lady Lake Police Officers will continue to enforce seat belt violations. There have been 59 citations issued for seat belt violations during this enforcement campaign.

The American Legion is hosting their annual "Officer of the Year" ceremony at their June 9th general membership meeting. The meeting will commence at 6 p.m. Due to the pandemic last year, Sergeant Charles Gehrsitz was unable to be recognized for his efforts. The American Legion would like to recognize both Sergeant Gehrsitz and Detective Matthew Duryea during the ceremony. The Town Manager and Commissioners are invited to attend.

FYI, the Lady Lake Police Department is hosting the quarterly meeting of the West Central Florida Police Chief's Association at the Lady Lake Library on June 9th at 11 a.m.

PUBLIC WORKS (C.T. Eagle):

Maintenance:

Streets: Staff is in the process of performing road evaluations as a part of the Pavement Management Program for the upcoming Annual Road Resurfacing Project. Staff attended a demonstration of new Road Resurfacing Technology in Zephyrhills this week. Tree trimming continued this week.

Community Building Renovation Project: The correct restroom stall doors were received by the contractor this week, install in progress. Final building inspections to follow next week.

Utilities — Water and Sewer:

Coordinated with Florida Department of Transportation contractors (Southland) and engineers (Metric) regarding the US 27/441 Road Widening Project. Continued and ongoing throughout the project. This week staff assisted the contractor with utilities locations near the Orange Barn to keep the project moving forward.

Phase One of the Wastewater Treatment Plant Modifications Project: Contract documents have been signed and received, pre-construction meeting to follow.

Phase One of the Well #4 and #5 Project is currently being advertised. Pre-bid meeting is on June 15th and bid openings are on June 24th.

Staff performed meter reading and re-reads this week.

Staff performed GPS data point collections this week for GIS Utilities Mapping.