

WEEKLY MANAGER'S REPORT TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

August 26, 2021

An **Opioid Resolution** will be placed on the next Commission meeting agenda. The State Attorney General and certain local governments have engaged in litigation seeking to hold Pharmaceutical Supply Chain Participants accountable for the damage caused by their malfeasance. The case has been settled and the State of Florida and its local governments share a common desire to abate and alleviate the impact of their malfeasance in our communities.

John Guard, Chief Deputy Attorney General, has sent out resolutions to more than 100 counties and cities requesting them to participate in the Florida Plan for allocating the opioid settlement proceeds. The deadline for the resolutions to be approved is September 30th. The State has received settlement resolutions from Clermont, Groveland, Mascotte, Minneola and Umatilla. They are waiting for Astatula, Eustis, Fruitland Park, Leesburg, Montverde, Mount Dora, Tavares and the Town of Lady Lake. The amount that Lady Lake will receive is \$4,884.41. These settlement funds can be used for abatement activities such as expanding training for first responders, provide education to school-based and youth focus programs, funding for drug disposal programs, expansion of the Syringe Service Program, and many other programs listed under schedule A of the Memorandum of Understanding.

CLERK'S OFFICE (Nancy Slaton):

At a recent department head meeting, our Finance Director suggested that the Town may need to develop policies and procedures for certain functions, including public records requests. As a result, I drafted a public records policy and procedures after reviewing other municipalities' policies and legal web sites. This was edited by Clerk's Office staff (thank you to Carol and Nancy W.!) and is on the agenda to be considered by the Commission at the September 8th meeting.

The last couple of weeks has been one of those times when we have an extra week between Commission meetings, so staff has had time to work on updating procedures, etc. Staff is also taking advantage of this lull to use PTO and Wellness days, etc., before the end of the fiscal year.

The Lake County Supervisor of Elections Office has been in touch regarding verification of ballot language and a reminder that the Town needs to provide them with the names of our canvassing board. One of the members of the Town's canvassing board must be a Commissioner per our ordinance, and this appointment is also on the agenda for the September 8th meeting.

GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):

The Building Department issued the permit for the Town of Lady Lake's Wastewater Treatment Plant Project Phase 1, received the first three permit applications for the Pine Brook Mobile Home

Park on Griffin View Drive, as well as the revised plan pages for the Serenity Villas project located on Highway 466 between Spring Arbor and La Zamora.

Staff met with Marty Dellebovi of the Benchmark Group this week regarding the Lady Lake Square Development. Meetings are being coordinated with County staff for driveway connections to the adjacent roads, and the civil design and revised landscaping plan is being finalized for a site plan submittal in the coming weeks. The development will include apartments as well as commercial outparcels and will be located behind the Sam's Club.

Construction continues on Outparcel D and Earth Fare in the Lady Lake Commons Shopping Center; the Lake Ella Estates Subdivision; as well as Chipotle, located at the abandoned Sweet Tomatoes location.

The building department issued 48 permits over the last week, and 58 inspections were conducted in the field.

HUMAN RESOURCES (Tamika DeLee)

Interviews were conducted on Wednesday, August 25th at Public Works. Two candidates have been considered for the positions. Both candidates did very well on their interviews. Candidate one accepted a job offer for Public Works Operator II position. Candidate two has not accepted the job offer for Public Works Operator I position yet. There is an interview scheduled for September 13th for the Utilities Distribution and Collection Technician I.

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

Multiple network security infrastructure projects have continued this week.

Our email service will be down again for maintenance randomly this weekend.

Staff is scheduled to meet with our wireless service provider this morning to discuss cell tower site maintenance and resiliency concerns.

The community development software implementation project continued with staff and vendor meetings focused on application configuration and integration.

The Enterprise Resource Planning (ERP) Selection Committee will meet on Monday, August 30th to rank the RFP 2021-003 responses and prepare their recommendation to the Steering Committee.

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

LIBRARY SERVICES (Lori Sadler):

International Dog Day, August 26th, was recognized with a new display this week in the adult library. This annual holiday on the pet calendar involves spoiling our dogs with affection, but it also comes with a serious message of bringing attention to the plight of animals around the globe

and encouraging adoption. Our "Who Done It?" display also provides some mysterious selections for check-out.

SHINE (Serving Health Insurance Needs of Elders) returned this week to provide residents with health insurance counseling, assisting seniors in making informed health care choices. SHINE counselors are available at the library on the second and fourth Wednesdays of each month from 2 pm to 4 pm.

In the youth library, craft kits continue to be a big success. Parents love that they can come in at their convenience and pick up a kit. Storytime with Ms. Nicole is being enjoyed by the youngsters, while limiting the number of participants and socially distancing to keep everyone safe.

PARKS AND RECREATION DEPARTMENT (Mike Burske)

The Parks and Recreation Department has been performing general maintenance to include mowing and trimming. We have one member of our team out and have an open Operator I position. The Parks and Recreation Director has assisted as needed. Our focus at this point is to have the facilities ready for the Little League and soccer.

The Parks and Recreation Director has been working on the events for this fall. All are being coordinated as in years past. I spoke to the Villages Elementary of Lady Lake on Wednesday about performing for Light Up Lady Lake. They are not sure if they will be able to and will have to let us know at a later date. As of Wednesday, they had over 200 children out sick or quarantined. This weekend will be the Kids Day at the Driving Range. This is the first time for this event, and the marketing was very good for it, so we will see how popular it is.

Soccer finished registration with 210 kids in the program. This is up from around 160 children in the program last season. This program still struggles to get volunteers as it has for many years now. Practices will start this coming Monday and Opening Day will be September 18th. Little League has finished registration and will have assessment tomorrow evening. As of now, I do not have a count on the number of children participating in the program.

POLICE DEPARTMENT (Chief Robert Tempesta)

Announcement: The Lady Lake Police Department is implementing a Selective Enforcement Unit (SEU) that will be working closely with the Criminal Investigations Division (CID). This is a proactive unit reporting to the CID Sergeant.

Assignments may include but not be limited to the following:

- Investigating Crime Line and other Tips
- Assisting Detectives with Investigations
- Dedicated Traffic Enforcement Details

- Stake Outs
- Proactive Operations

Two officers will be assigned to the unit and rotate every six months so all officers interested can participate.

Animal Control: This Saturday, August 28, 2021, the Lions Club is hosting on a Pet Food Drive for Lady Lake Animal Control from 11 a.m. to 3 p.m. at the Driving Range on Rolling Acres Road.

Public Safety: A reminder that the Lady Lake Police Department is participating in the high visibility national enforcement campaign, "If You Feel Different, You Drive Different. Drive High, Get a DUI.", which runs from August 20th through September 6, 2021. During this period, local law enforcement will show zero tolerance for drug-impaired driving. Increased state and national messages about the dangers of driving impaired, coupled with enforcement and increased officers on the road, aim to drastically reduce drug-impaired driving on our roadways.

Please be aware of changing traffic patterns on U.S. Hwy 27/441 during the construction process. Flooding has occurred in numerous areas within the construction zone. Please be observant, courteous and slow down to avoid a traffic crash.

PUBLIC WORKS/UTILITIES DEPARTMENTS (C.T. Eagle):

Maintenance:

Streets:

Staff continued cleaning numerous storm inlets around Town to stay ahead of the heavy rains. Tree trimming continued this week. Road patching and wash out repairs continued this week. Mowing of right of ways continued this week.

The annual street resurfacing project began this week and will continue for the next few weeks. Staff has also updated the project information on the Town's website.

Facilities Maintenance:

Staff continued working on landscaping improvements for Town Hall/Police Department and the Library this week.

Staff finished pressure washing sidewalks at Town facilities this week.

Staff continued repairing lighting at the Library and Town Hall parking lots this week.

Utilities — Water and Sewer:

Staff is in continuing ongoing coordination with the Florida Department of Transportation contractors (Southland) and engineers (Metric) regarding the US 27/441 Road Widening Project.

Phase One of the Wastewater Treatment Plant Modifications Project. Work continued this week.

The bid opening date for the Phase One of the Well #4 and #5 Project is today, August 26th.

Staff continued performing new utilities installation inspections at Lake Ella Estates this week.

Staff continued painting fire hydrants throughout the Town this week.

Staff collected potable water system samples at various locations this week, as required by the regulatory agencies. No issues reported.

Administration:

Staff continues to stay busy coordinating numerous improvement projects involving various departments and town facilities.

A new employee, Truman, started in the Streets Division this week as an Operator II. Two remaining open positions in the Streets Division, one in the Utilities Department. Two more interviews with potential candidates took place this week that went very well. Applications are coming in regularly at this point. Outlook is good on filling the remaining open positions.

The FDOT road widening project is still ongoing; staff attended the bi-weekly progress meeting this week. One schedule change of note was the CR 25 road closing at the overpass bridge is tentatively being moved up to October instead of November. This will detour traffic onto Fennell Blvd. The southbound bridge removal is still scheduled for January at this point. Updated information on this project and contact information on reporting concerns can be found here:

<https://www.cflroads.com/project/238395-5>.