

WEEKLY MANAGER'S REPORT TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

September 16, 2021

This Week Shout Outs: Dawn Woods did a great job with her comparison and presentation on the PBA negotiations. The library has been short staffed due to Covid; special thanks to the remaining staff that had to step up.

Last Thursday, 9/9/21, Lady Lake Officers responded to 305 W. Lakeview Street for a domestic incident call with reported gun fire. Responding officers: Sgt. Ostrom, Officer Manders, Officer Redmond, Officer Pettis, Detective Duryea, Sgt. Sarakinis and Officer Chausse set up a perimeter around the scene. There were also members of the Lake County Sheriff's Office and the Fruitland Park PD present. The Sheriff's Office SWAT team was requested but was not needed as the suspect was taken into custody without incident. During the incident, we initiated a reverse 911 call to notify neighboring residences to stay inside their homes. Great Job!

Department Managers Meeting was held Tuesday morning. We reviewed the upcoming Commission agenda; we spent some time on the topic of placing people in their strength zones and we discussed the status on their department's performance evaluations.

Department Heads Performance Evaluations. I completed 5 this week by meeting with the department managers one on one. I will be completing the remaining 4 next week. The meetings have been very productive.

Library Meeting with Lori was done on Wednesday. I had a chance to spend a couple of hours with Lori and discuss some issues. I enjoyed the time spent at the library.

CLERK'S OFFICE (Nancy Slaton):

The Planning and Zoning Board meeting was held Monday, and Nancy W. has already completed the minutes of that meeting. Clerk's Office staff processed the packet for next week's Commission meeting. The Special Magistrate meeting agenda for September 28th has been formatted and published.

Carol, Nancy W., and I attended another training for the LaserFiche document management software this week (three hours!) regarding assistance in automated records management.

Commissioner Holden has requested to step down as Commissioner Rietz' alternate on this year's Canvassing Board for the election. Perhaps we can talk about this at next week's meeting.

The Clerk's Office is receiving more business tax receipt renewals in the recent daily mail deliveries. Business Tax Receipt renewals for the 2021-2022 fiscal year are due by the end of this

month, September 30th; penalty fees will be charged for renewals after this. We expect this increase in renewals coming in to continue for the next couple of weeks.

FINANCE (Pam Winegardner)

The American Rescue Act funds due to the Town of Lady Lake have been received in the amount of \$4,011,837 and is restricted to infrastructure use.

The ads for the millage and the budget ran today in the Daily Sun. The ads must run no closer than 2 days before the meeting nor no more than 5 days in advance of the September 20th meeting at 6 PM. The ads cannot be placed in the classified section nor the legal section and must be of a certain size and both ads must be adjacent to each other. The full page of these advertisements plus certification from the newspaper must be sent into the Florida Department of Revenue.

Millage can be based on several rates that are calculated from form DR-420 that is sent from the Lake County property appraisers' office. This form is certified by the property appraiser as the current year taxable value of real property for operating purposes amount other dollar figures. The DR-420 automatically calculates the amount of estimated property taxes the town will receive if a certain millage is decided on and what the rollback (what would give the town about the same amount of taxes as the year before) would be. Due to delinquencies and deaths, the town only receives around 95% of this number and that is what is budgeted to spend.

The millage, if kept the same as the previous year, may create new revenue for the Town if the Lake County property appraiser has increased across the board new taxable values, if there is new construction completed and now on the tax roll plus any improvements to existing properties, both residential and commercial. Structures that have been demolished since the year before are taken off the tax roll except the value of the land.

If the rollback rate is used, the tax roll is used from the year before. New construction completed does not get taxed on the increased value for themselves and the rest of the residents (only the value of the land will be taxed). Any structures that have been deleted since last year are put back on and taxed. Any across the board new taxable values would also be eliminated and go back to the previous year's values. Any improvements to existing properties like a new addition, a swimming pool would still count in the roll back rate.

The point to make is that if the Town keeps the same millage rate as last year and does not go to the rollback rate AND there was no increase in taxable values and no new construction came onto the tax roll, there would be no increase in the Town's millage property taxes.

Source of information: TRIM Division Florida Department of Revenue

GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):

This week staff was informed that the Earth Fare grocery store anticipates an opening in the month of October. Interior work is being completed, and the signage still needs to be placed on the façade of the building. Staff is also pleased to announce that Sportsman's Warehouse will be occupying the vacated Stein Mart space in the Lady Lake Crossing shopping center. The tenant is hopeful to open its doors for the holiday shopping season; however, a firm opening date has not been scheduled.

The Ye Olde Thrift Store has scheduled final sitework and landscaping inspections for next Monday, September 20, 2021, at 106 West Lady Lake Boulevard. Town Staff is very pleased with the outcome of the project and hopes that the community is of the same opinion.

On Monday, September 13, 2021, the Planning and Zoning Board made recommendations of approval to forward to the Town Commission the Green Leaf Development, LLC project, which will include a hotel site and assisted living facility on South Highway 441, as well as the Gelcorp, Inc. property on Highway 466, which will house luxury garage units, storage, and flexplace units.

The building department issued 44 permits over the last week, and 68 inspections were conducted in the field.

HUMAN RESOURCES (Tamika DeLee)

No report

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

Multiple network security infrastructure projects have continued this week with contractors onsite for multiple days to work with staff to improve the security of specific systems.

Staff attended networking product training on Wednesday.

The Community Development software implementation project has continued this week with staff and vendor efforts focused on application configuration. We anticipate beginning the Building Permit and Code Enforcement data migration test and Document Management system integration efforts soon.

The Document Management software implementation project has continued this week with staff and vendor efforts focused on document upload using records management workflow and import agent configuration. OCR testing is planned for next week. Staff training occurred on Wednesday. The final records management class is scheduled on Wednesday 9/29.

The Enterprise Resource Planning (ERP) Selection Committee met on Tuesday to discuss the Selection Committee's recommendations.

LIBRARY SERVICES (Lori Sadler):

A huge THANK YOU and pat on the back to library staff!!! We have been short-handed during the last several weeks, and staff have pulled together and stepped up to keep everything running smoothly. GO TEAM!

The Lake County Library System and Lake County Schools have partnered to offer free virtual library cards to students. Over 43,000 public school students in grades K-12 can now use their student ID number to access digital resources from the library system. These resources include:

Tutor.com: one-on-one online tutoring for 200+ academic subjects, college preparatory tests, essay reviews and resume building.

LinkedIn Learning: 16,000+ video courses taught by experts covering software, business, and creative skills.

Tumblebooks: eBooks, audiobooks, digital puzzles, and games for grades K-5.

TumbleMath: animated math picture books, quizzes, and lessons for grades K-5.

Pronunciator: the world's largest language learning tool with 160+ languages available.

Overdrive/Libby: eBooks, audiobooks, and digital movies.

And more! All digital resources can be found by visiting www.mylakelibrary.org/databases.

In the adult library, two new displays have been added. One of the displays commemorates Constitution Day, celebrating September 17, 1787, the day the thirty-nine delegates to the Philadelphia Convention completed and signed the U.S. Constitution. A second display is in tribute to International Talk Like a Pirate Day, a parodic holiday created in 1995 and proclaimed as the day when everyone in the world should talk like a pirate. An observer of this holiday would greet friends not with "Hello, everyone!" but with "Ahoy, maties!" or "Ahoy, me hearties!"

The AMAC Foundation presented the first of a three-part series titled, "Sudden Death: Are You Prepared?" Nancy's fiction book discussion group met this week, as did Ruth's Authors' Round Table writers' group. Adult "Grab and Go" crafts have also become quite popular with our patrons.

In the Youth Library, staff are staying busy creating take home crafts and book bundles which continue to be a huge hit. Storytime was also held this week and children were eager to read with Scarlett, our registered therapy dog.

PARKS AND RECREATION (Mike Burske)

The Parks and Recreation Department has been performing general maintenance to include mowing and trimming. We have an open Operator I position but are keeping up currently. We met with our tree service to have tree work performed at Heritage Park and at the Log Cabin.

We are avidly working on the Fall events and will kick off our season this Saturday with the Opening Day for the Lady Lake Soccer Association, Community Building Open House and the Daddy Daughter Dance. This is a busy time of year for us but is by far the most fun.

POLICE DEPARTMENT (Chief Robert Tempesta)

Announcement: Officer Sanford has been assigned to the Village Officer position.

Animal Control: Texas Roadhouse is holding a "Dine to Donate" fundraiser event on September 20, 2021, from 4pm to 8pm. All patrons who present the event flyer to the server, Texas Roadhouse will donate 10 percent of all proceeds to the Lady Lake Animal Control program.

Department Training: Members of the department participated in scenario-based use of force training using a Firearms Training Simulator. The purpose of the simulator is to present an officer with real life situations where force may be necessary and ranges from verbal commands to deadly force. These situations are intended to raise the stress level of the officer and also critique their decision making through after-action discussion. This training is mandatory per FDLE.

Public Safety: The Lady Lake Police Department reminds you to safeguard all of your property. There has been an increase of golf cart thefts in and around the shopping plazas and Spanish Springs Town Square. A female suspect is being dropped off near the intended golf cart to be stolen and later picked up at a designated location. The golf cart is most likely being driven to a vehicle that has a trailer that can transport the golf cart away. A good measure to protect from becoming a victim is to have an ignition installed that does not allow for a "universal" key to operate any golf cart of a particular manufacturer such as Club Car, Yamaha, EZ-GO, etc. There are also locks that can be installed to the accelerator/brake to prevent operation by unauthorized persons.

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 storm inlets around Town to stay ahead of the heavy rains. Tree trimming, road patching, mowing of rights of way, and wash out repairs continued this week.

The annual street resurfacing project made major progress all over town this week; work should finish next week, weather permitting.

Facilities Maintenance:

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

Kitchen Remodel Project at Town Hall continued this week.

Exterior painting of the Public Works Administration Building began this week.

Utilities — Water and Sewer:

Staff is in continuing and 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.

Phase One of the Well #4 and #5 Project - proposals are being prepared by two contractors for near future Town Commission consideration.

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

Staff continued painting fire hydrants throughout the Town this week.

Staff performed water meter non-pay disconnects and re-connects this week.

A car hit the fencing at lift station number 7 on Griffin Ave last week, repairs are in process this week. Insurance claim has been submitted.

Sewer line camera inspections continued this week by the contractor, RedZone.

Staff repaired a 6-inch sewer force main line this week at lift station number 4 which was broken by a directional drilling contractor. Clean up was performed and a spill report was filed at the regulatory agency.

Administration:

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