

WEEKLY MANAGER'S REPORT TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

January 20, 2022

Fox Enterprise & Mittauer Meeting was held Tuesday morning with Melissa Fox, Greg Lang, Jason Shepard, C.T Eagle and I. We discussed an upcoming round of CDBG grant funding and what programs the Town may qualify for this cycle. We agreed that neighborhood revitalization would be appropriate for phase 2 which would include waterlines, a lift station, storm drainage and sidewalks for the Skyline area. The grant amount is \$750,000. This proposal will be brought before the commission in February.

FDOT & Water Oaks Meeting was held Tuesday afternoon and Commissioner Freeman invited me. FDOT explained the stages of the road widening project from start to finish and allowed feedback. They agreed to install a stop & go light for the northbound traffic from Water Oaks. They also agreed not to close the entrance into Water Oaks from 441 which means they will work on that intersection in stages to prevent closure of the gate. Exiting traffic from Water Oaks will have to use the rear gate.

I have reviewed the Interlocal Agreement for Fire Protection Services with the Village Center Community Development District. This will be placed on the next commission meeting agenda for review and discussion.

CLERK'S OFFICE (Nancy Wilson):

The Town must have missed us over the long weekend because Tuesday was a very busy day!

Carol and I got the advertisement processed for C.T.'s Notice of Intent for FDEP to issue a permit revision to expand the WW treatment facility. Also, another one of C.T.'s projects will push the Citizens Advisory Task Force into action. We will need to find three people who fall under a certain income level to volunteer on the Task Force. Those volunteers, et al, will provide input on all phases of the CDBG program process and make recommendations.

The Lake County Supervisor of Elections has not sent the updated municipal elections invoice due to staffing shortages. Our budget is hoping for a healthy decrease from the previous invoice amount of \$16,000+.

Since the delinquent business tax receipts were mailed, Carol is receiving responses. She said in previous years most of the delinquencies resulted from people who no longer have a business in Lady Lake but we are receiving some renewal payments too.

Carol compiled and distributed the December department stats. There is a \$20,000 increase in business tax receipts from December 2020 to December 2021 with 78 vs. 101 new business openings respectively.

The Commission meeting was held on Wednesday; all post processing, including transcribing the minutes, has been completed.

FINANCE (Pam Winegardner)

No report

GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):

This week staff received revisions for Lakeview Health, a 9,320 square foot medical complex, located on Highway 466 adjacent to the SAP Holdings property which is currently under construction. A demolition permit was also issued for the vacated BP/Kangaroo building at the corner of Highway 27/441, which will be the site of a new 7-Eleven gas station and convenience store with an onsite car wash.

Two site plans were approved at Wednesday evening's Special Town Commission Meeting. The Lady Lake Square Apartments project, a 288-unit complex which will be located at the corner of Griffin Avenue and County Road 25, as well as the Narine Commercial Retail Office, a 2,115 square foot office building on Highway 466.

Staff issued 52 permits over the last week, and 74 inspections were conducted in the field.

HUMAN RESOURCES (Tamika DeLee)

No report

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

The security program efforts this week with John focused most of each day on the continued development of our vulnerability detection and response systems.

The community development software implementation project continued with the Building Department (Malina, Becky, and Christie), Code Enforcement (Lori), IT (Leon and Patrick) and the vendor Citizenseve. The data migration test effort for the Building Department and Code Enforcement continued. Staff are working to identify and document application layout, process workflow, and data consistency issues in the test environment.

The document management software implementation project continued with Leon and the vendor MCCi. Final testing plans and user training schedules are being developed.

The GIS water system field verification project continued this week with Patrick in the field collecting GIS coordinates for various utility assets.

LIBRARY SERVICES (Marsha Brinson)

The library as well as other town departments celebrated Dr. Martin Luther King Day on Monday, January 17th. The library had several displays in his memory. It may be a shorter work week but the library is a busy place, especially after a holiday. We always see an uptick in attendance during the first few months of the year with our area snowbirds back in town. It's nice to see familiar faces returning and new patrons getting cards and attending programs.

AMAC, the Association of Mature American Citizens is doing a series of Wednesday programs at the library on preparing for retirement, benefits and estate planning. They are well attended and will continue through the end of January. All other programming is continuing as usual with our youth programming attendance increasing.

Nicole and Kourtney from the Youth Library will have a booth at Art in the Park this Saturday, the 22nd. They will display art work done by our teens and youth. They will also have a craft for kids and some give-away books for children as well as library information. This is a great outreach opportunity to the area. These two are dedicated to the library and its success. A huge shout out to them!

PARKS AND RECREATION (Mike Burske)

The Parks and Recreation Department has been performing general maintenance to include mowing, trimming and trash detail. The guys will be out mowing the Log Cabin and preparing for the Art in the Park this weekend. We had a call in on Monday as we had a waterline break by Harry Sacks Field. I showed up to find that Van had beat me to turn off the valve. Van is working on this as I write this. As an extra note, Dillon with Parks and Recreation Department became a father for the first time and Billy with the Motor Pool became a grandfather as Dillon is married to his daughter.

The focus for this week has been preparing for Art in the Park. We have 77 vendors which is a record for this event. The partnership formed last year with the Lady Lake Area Chamber of Commerce has paid off and this event is proof of that. All of Parks and Recreation will be working this weekend. We will be at the Log Cabin at 6:30AM on Saturday to complete the event set-up. We will close the streets on Friday at 12:00PM and vendors will start to show up at 1:00PM. Brad from Parks and Recreation will be spending the night at the cabin and tour the event through the night to make sure that the tents are secure from weather and other possible concerns. I will contact Chief Tempesta in a few minutes and schedule extra patrols around the site for the weekend.

POLICE DEPARTMENT (Chief Robert Tempesta)

Announcement: The Lady Lake Police Department is in the process of hiring a candidate for a police officer position. Lady Lake officers will be visiting the next graduating law enforcement class at Lake Technical Institute of Public Safety this week to provide information on the Town, the supportive community, and the benefits of working at the Lady Lake Police Department. There are currently 2 open positions.

The police department received the donation from the John Moritz Foundation. We are in the process of selecting a dog for tracking and narcotics detection. The vehicle and equipment will also be ordered. The police department would like to thank the John Moritz Foundation for their generosity in further expanding the K9 program.

The police department would like to give a big thank you to Mission BBQ for providing meals to all shifts. We appreciate their support for the military and all first responders!

Public Safety- There has been a slight decrease in traffic crashes along the construction zone but motorists still need to pay attention to posted signs and make proper decisions when traveling throughout the construction zone. During the past 2 weeks, the police department responded to 12 crashes in the area of Rolling Acres Road to Fennell Blvd. The police department will continue to enforce traffic violations throughout the construction zone.

At the quarterly public safety meeting hosted by The Villages Community Watch, it was reported that there are many residents who are actively walking on multi-modal pathways and along roadways from dusk to night-time hours. Many people are not wearing anything reflective or carrying any type of light. Getting any amount of exercise in during your day is important for your health but it needs to be done in a safe manner. It is important that all persons who are walking along pathways or roadways during dusk and night-time hours wear something reflective or carry a light to alert motorists that you are there. We do not want to respond to accidents that could be easily prevented. Be healthy but most importantly be safe out there.

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

Maintenance Department (Ted Williams, Supervisor):

Continued performing inspections of new roads, sidewalks, and stormwater inlets being installed at the Lake Ella Estates Project.

Streets (Kon Scott, Travis Lacey, and Justin Wallace - Lead Operators):

Patched potholes and road cuts.

Litter pickup around Town is ongoing.

Continued performing inventory of parts and equipment in the fleet vehicles and storage areas.

Travis and Justin's crews continued tree trimming and general right of way clearing on Oak Street between Clay Avenue and Rolling Acres Road.

Crews also continued working on cleaning up the right of way on West Lady Lake Blvd for vehicle access.

Facilities Maintenance (Albert Rachel, Lead Operator and Eric Welcome, Operator II):

Continued replacing exterior lighting at the Library and Public Works.

Continued working on landscaping at Town Hall and the Library.

Motor Pool (Joe Grubb, Lead Mechanic and Billy Kohler, Mechanic):

Continuing service and repair of the Town's fleet and equipment.

Utilities — Water and Sewer (Thomas "Butch" Goodman, Supervisor):

Completed Utilities Availability Requests from prospective developers, Certificate of Occupancy close out requests, and work orders.

Distribution and Collection Systems Field Operations (Robert Barnes, Lead Operator):

Staff attended the safety committee meeting this week at Town Hall.

The supervisor and field staff are in continuing and ongoing coordination with the Florida Department of Transportation contractors (Southland) and engineers (Metric) regarding the US 27/441 Road Widening Project. Utilities relocation work by the contractor on the south end of town is in progress.

New utilities installation inspections and testing continued at Lake Ella Estates.

Suez, formerly Utilities Services, is performing pressure washing and re-painting of the potable water storage tanks. This is a part of the annual contract that inspects, repairs, and services the water tanks throughout the system. Work was performed on the elevated tank on Clay Avenue, the hydro-pneumatic tank at well number two, and the ground storage tank at well number three.

Future potential development projects coordination is ongoing with the Growth Management Department.

Staff performed water non-pay disconnects this week, 39 accounts. Door hanger flyers were distributed prior to cut off.

Water and Wastewater Treatment Plants (Daniel Mykeljord – Lead Water Plant Operator, Darryl Flanders – Lead Wastewater Plant Operator, and Steve Pfouts – Dual Certified Plant Operator)

Phase One of the Wastewater Treatment Plant Modifications Project work continued by the contractor, SGS. Final stages of work are continuing for Phase One of the project, piping and

interior coating currently being installed. Tentative completion date for Phase One has been pushed back to March due to materials delivery dates. The best news we received this week was the FDEP permit was approved for Phase Two work, this was a long process, and the Town Engineer did a great job coordinating with the regulatory agencies to make it happen. Staff can now bring the Phase Two plans to Town Commission for consideration to be put out to bid.

Phase One of the Well #4 and #5 Project, Citrus Well Drilling has mobilized equipment to the well number 4 site and preparing to commence work, this is earlier than expected, so this is more good news this week. Phase two documents and design will be brought to Town Commission for consideration to bid once work is underway on phase one.

Administration:

The connector road between Caroline Avenue and Spencers Lane was discussed at the Town Commission meeting last night. This project is no longer being pursued, staff will look for alternative routes and solutions for a connector road.

Staff has been coordinating with the developer of Lady Lake Square Apartments this week, Benchmark, developing a Utilities Agreement for the construction of the sewer line extension on CR 25 from Fennell Blvd to Griffin Avenue. This project is mutually beneficial to the Town and the development, extending services to the new site and making critical adjustments and enhancements to the sewer collection system for the entire north end of Town. The developer will pay their part for the sewer line extension construction and the Town will fund the requested critical enhancements to the collection system unrelated to the development project. The sewer impact fees that will be collected for this development will more than fund the Town's portion of the project. This agreement will be brought to Town Commission next month for consideration.

The Utilities Department currently has 2 job openings. Utilities Collection/Distribution Technician I and a new position, Lift Station Mechanic. Please see the Town's website or contact Human Resources for more information.

Reminder that updated information regarding the FDOT US 27/441 Road Widening Project can be found here <https://www.cflroads.com/project/238395-5>. Questions and concerns can also be submitted via this website. The contractor is currently preparing the roadway to re-open the southbound left turn lanes on Rolling Acres Road and Fennell Blvd. Drivers should use caution in this area. The southbound bridge demolition work is nearing completion.