

**FROM: Bill Lawrence, City Manager**

**DATE: July 19, 2019**

**TO: Commissioners**

**SUBJECT: Manager's Report**

**US Construction Survey** was updated for the months of March, April, May & June. The survey is tracking the monthly cost of the Wastewater Plant construction.

**Central Florida Reginal Planning:** I have been working with Jeff Schmucker on providing ordinances for the annexation and rezoning items. Jenifer is drafting language for the lunch wagons that will be ready for the next Commission meeting.

**Manager's Meeting** was held on Wednesday. I provided an update on the USDA Grant for the Community Center and gave budget meeting dates to the managers to meet with me next week to finalize their budgets. Amy said they will be repainting the fire hydrants and repair damage to the slide at the Park. Carmen is working on the Trim and will be assisting me on gathering the State Revenue portion of the budget. Evelyn said that she and Paige will be drafting up a letter to DEP to discuss the issues with the Master lift station that has caused some spills in the past. We will be preparing for our water Audit next week. Paige said the sewer plant is running great because they controlled the solids which are down at this time. Great Job! Trina said she has submitted the latest's Pennoni disbursement for CDBG reimbursement. Wayne said the crew has been doing maintenance work on the mowers, backhoe and boom truck. The trash truck that was recently purchased had the dumpster pick up installed and is ready to be used. Chief Scheel said the department solved a residential burglary this week that has led to an arrest warrant on the suspect that has fled town.

**Mandatory Training:** The Florida League of Cities Risk Management services put on our mandatory Sexually Harassment Training and Bloodborne Pathogens training Wednesday afternoon.

**Police Department:** Chief Scheel said we had a burglary reported to us from the weekend off of Grove Street. We were able to obtain photos from a game camera the victim had in place that captured the burglary and theft. We were able to identify the suspect and obtain a search warrant for his residence, where we recovered clothing worn during the burglary and theft. During are investigation the suspect fled but we did obtain an arrest warrant for burglary and grand theft. All other calls for service have been your routine calls such as disturbances, suspicious vehicle and person(s), DCF callouts, alarms and 911 hang ups. I have been dealing with several records request and background checks with my other administrator duties. Great Job!

ACO Galvan reports that she had picked up 3 kittens and 10 dogs this week. 6 dogs came from working with the police department on a case. 2 reproducing cats were trapped and processed through the TNR Program. She received 450 lbs. of dry dog food as a donation. Trina also worked on a new ACO policy and did the Quarterly Progress Report and Fair Housing Report to DEO for the CDBG grant. Great Team work!!

**Auditors Randy Dillingham and Jeff Gerhard of C S &L** met with Vicky, Carmen & I on Thursday afternoon. I had questions about the grants being placed in the budget and on the expense report. They explained that the grants could be separated. I also shared concerns about large reimbursement grants and they also said I was on the right track.

**Steve Elias of Pennoni** met with me Friday afternoon. The purpose is to identify phase 1 of Pyatt Park (the Splash Park) and give us a cost estimate for the design. We also will be discussing funding mechanism such as FRDAP for the construction phase funding.