

## *For Your Information*

### *Weekly*

FROM THE CITY MANAGER & STAFF

September 20, 2019

#### **Dates to Remember**

September 23, 2019 – City Commission Workshop and Meeting

October 17, 2019 – Golf Course Advisory Board Meeting

October 21, 2019 – City Commission Workshop and Meeting

#### **Staff Reports**

##### **Office of the City Manager:**

Citizens, Business Owners & other interested parties:

As I wrap up my first 60 days on the job as Clewiston City Manager, I offer the following update on activities and items of interest. The Board of Commissioners and staff have for several months worked hard to finalize the City's operating budget for Fiscal year 2019-2020 which begins on October 1<sup>st</sup> and provides for the City's spending plan to provide services through September 30<sup>th</sup>. The typical budget development cycle would have begun much earlier than the process necessary this year due in part to the city manager position transition with my employment not beginning until late July. Fortunately, the city staff and Board members wisely initiated the budget development process before my arrival and were willing since my arrival to invest numerous long hours in budget work sessions and meetings culminating with an expected final action on the budget on September 23, 2019 during the regular meeting beginning at 5:30 pm that evening. A copy of the proposed budget that received tentative approval by the Commissioners on September 9<sup>th</sup> is available for review on the City's website or in the Clerk's office at City Hall.

Also, on the agenda for the September 23<sup>rd</sup> meeting, the Board of Commissioners will formally receive the independent auditor's annual financial report for the fiscal year ending September 30, 2018. Although the Board received the results of the audit in July, 2019, this process likewise is later than the norm. In future years, my expectation is the audit process will be finalized in the winter and spring so that the results can be utilized to guide management and the Board early in the budget development process. I anticipate the audit and budget cycles to transition to a more normal cycle in the coming year. The staff and independent auditor are committed to making this happen.

During the period since my last update, I have continued my orientation process in the community and with the various agency partners of the City. I was humbled this week at the well-attended Chamber of Commerce sponsored "Meet & Greet" event held at the Clewiston Museum for myself and other new people who have recently moved to Clewiston and Hendry County in various positions. A review of the event and those recognized is available on the Chamber's social media platforms. I want to thank the Chamber of Commerce and Museum

Directors and staff for the opportunity. It was very well done and I sincerely appreciate all those who were able to attend.

As stated previously, please provide your feedback with suggestions on how we at the City can better inform citizens, utility customers, business interests and agency partners. I received one such suggestion recently on how we can be more accessible and user friendly especially with the new telephone technology recently installed in City buildings. It was suggested to me that it would be helpful if City department/employee telephone extensions were more readily available. With this in mind, an updated listing will soon be provided on the City's website.

Thanks for your continued support and interest in the City of Clewiston,

Randy Martin, Clewiston City Manager

**Community Development Director Travis Reese reports:**

- We had our ISO audit on August 28; this audit occurs every 3 years. The Building Code Effectiveness Grading Schedule (BCEGS) is how a community is graded. It assesses the building codes in effect in a particular community and how the community enforces its building codes, with special emphasis on mitigation of losses from natural hazards. Municipalities with well-enforced, up-to-date codes should demonstrate better loss experience, and insurance rates can reflect that. The BCEGS program assigns each municipality a grade of 1-3 (exemplary commitment to building code enforcement), 4-7, 8-9 and 10. ISO develops advisory rating credits that apply to ranges. We received a grade of 3 for residential buildings and a 3 for commercial buildings. Over the years we have worked hard to continually improve our score, taking it from a 9 (15 years ago) to a 3. We are pleased that we have continued our exemplary rating for residential and improved our commercial rating from the previous audit and we look forward to continuing our quality of service for the citizens of the City of Clewiston.
- We issued a Certificate of Occupancy for 2 houses in Orchard Park. They both have 3 bedrooms, 2 bathrooms and averaged 1,670 square feet.

**Library Director Natasha Hayes reports:**

- **Upcoming Events:**
  - Lego Club – Every Thursday from 3:30-4:30 p.m.
  - Book Club Meeting – Monday, September 23, 2019 at 5:30 p.m. – Come discuss the latest book, *Summer of '69* by Elin Hildebrand
  - Afterschool Homework Help Program Begins (space is limited) – Monday, September 30, 2019 from 4:00-6:00 p.m.

**Public Works Director Sean Scheffler reports:**

- **If you have any recreational needs or questions, please drop by City Hall from 8:00am to 5:00pm or call 863-983-1484.**
- **Save the Date:** October 12, 2019 – Annual Fall Festival – Fun, food, games and costume contest for children and pets are on the schedule with prizes for first, second and third place winners.

- **Mosquito Control:** Trap counts this week: Saginaw 700; Okeechobee Blvd. 1,200; Golf Course 450; Harlem Community 200; Sports Complex 10. Our last treatment was Thursday, August 29, 2019. A ground mosquito treatment is scheduled today, September 6, 2019. A recommendation will be made to the City Commission at the September 23, 2019 Commission Meeting regarding aerial and ground mosquito control services for FY 2020.
- **Project Updates:**
  - The new Ventura Sidewalk Project has started. The Welcome Signs Project is still scheduled to begin this month.
  - Work on the Levee Cut Off Wall is scheduled to start in November. Access to the Lake side of the levee will be cut off until this work is complete.
  - Hendry County’s Invitation to Bid for the W.C. Owen Paving Project has been advertised.
- **Parks Department Activities:**
  - Sprayed all parks for weeds.
  - Mowed and cleaned up infields in the Small Quad and sprayed fence lines at the Sports Complex.
  - Sprayed all ballfields and soccer fields for weeds.
  - **NOTE:** The CS Mott Pool is closed. The Splash Pad is open and operating on “water conservation mode”. Operational hours are: Monday, Wednesday and Friday from 9:00 a.m. to 12:00 p.m., Saturday from 12:00 p.m. to 6:00 p.m. and Sunday from 1:00 p.m. to 6:00 p.m.
- **Street Division Activities:**
  - Poured generator pad at the Police Department.
  - Prepared stage for this year’s Fall Festival.
  - Trimmed Oleanders and Crape Myrtle in the median on Berner Road.
- **Facility Maintenance Activities:**
  - Repaired leak at Youth Center.
  - Replaced toilet at the Senior Citizen Building.
- **Reminder:** It is unlawful to discharge grass clippings and leaves onto the street while mowing your yards. During a rain event this debris is washed into our water ways and as it breaks down, nutrients are released into the water. This adds to high nitrogen levels that promote algae and aquatic vegetation growth.

**Golf Course Director Robbie Rush reports:**

- The Annual United States Sugar Employee Golf Tournament took place on September 7, 2019. 114 players competed. The winners were Jude Kurtz, Jim Hammil and Dave Jackson.
- Get all information of what’s going on at Clewiston Golf Course Facebook.
- The Annual Clewiston Tiger Alumni Golf Tournament is scheduled for October 12, 2019. The tournament will raise money for the boys’ and girls’ golf teams.
- Pay for 18 holes, Play all day is going on through the summer.
- The golf shop hours are 8:00am-5:30pm.
- Golf Carts must be in by 7:15pm.
- The greens were fertilized, top-dressed and sprayed.
- New sod was laid on some greens.

- The greens were punched and the fairways, tees and roughs were sprayed as we get ready for the season to start.
- Dues and tee sign invoices have been sent out for the new fiscal year starting October 1, 2019.
- 60 new golf carts were received Thursday, September 19, 2019.

**Police Chief Aaron Angell reports:**

- The following is a brief synopsis of activity over the course of the past week.
  - Officers made a total of 7 arrests
  - Officers responded to 293 Calls for service (includes officer-initiated activity)
  - We responded to and investigated 10 traffic crashes
  - Officers conducted 62 business and 61 residential security checks
  - Average officer response time to calls for service, 00:02:52

Thanks to everyone and have a great weekend!

**Utilities Director Danny Williams reports:**

- **Customer Service Department**
  - We offer several bill paying options; please visit or call the office at 983-1454 if you'd like to learn more!
  - **Please remember to register with CodeRed (Reverse 911).** This system allows us to contact you in case of an emergency or with other informational announcements. You may register by clicking on the CodeRed link at the bottom of the City's website page [www.clewiston-fl.gov](http://www.clewiston-fl.gov). You may update your information at any time through the same link.
  - If you are considering replacing your air conditioner or insulation, remember the City offers a **rebate program** for those items. Most local contractors participate in the program and can give you information. You can also visit our website at [www.clewiston-fl.gov](http://www.clewiston-fl.gov) or call our office.
  - **Don't forget to sign up for your meter based surge protection!** Visit our office today.

**PLEASE BE AWARE OF UTILITY PAYMENT SCAMS: Scam artists are calling Utility customers posing as employees of Clewiston Utilities and threatening disconnection of services if payment is not made immediately. Please be aware:**

- 1) **Clewiston Utilities will NEVER request you to purchase money cards or gift cards to pay your account over the phone.**
- 2) **Clewiston Utilities will NEVER contact our customers on the weekend and threaten disconnection of services.**
- 3) **Clewiston Utilities will NEVER speak to our customers in a threatening tone.**

**If you feel you have been a victim of this scam, please contact Clewiston Utilities to verify the call or the Clewiston Police Department and file a report.**