

For Your Information

FROM THE CITY MANAGER & STAFF

October 18, 2019

The City of Clewiston is currently accepting nominations for the 2019 Outstanding Community Service Award. If you know of someone who you feel deserves this honor, please complete a nomination form and return it to City Hall. Nomination forms are available at City Hall and on the City's website and will be accepted until November 1, 2019.

Dates to Remember

October 21, 2019 – City Commission Meeting

November 11, 2019 – Veterans Day Holiday – City Offices Closed

November 12, 2019 – Special Magistrate Hearing

November 13, 2019 – City Commission Workshop

November 18, 2019 – City Commission Meeting

November 21, 2019 – Golf Course Advisory Board Meeting

November 28-29, 2019 – Thanksgiving Day Holiday – City Offices Closed

Office of the City Manager:

Citizens, Business Owners & other interested parties:

The October Commission meetings began a new meeting schedule for the City. For the remainder of 2019, the Commission will meet at 5:00 p.m. in the Commission Chambers at City Hall to hold workshops as needed during the week prior to the regular monthly meetings which will continue to be scheduled on the 3rd Monday of each month. These workshop meetings will be utilized to cover upcoming topics of interest and allow the Commission members additional time to prepare for the regular meetings and particularly to receive background on major topics of interest. Staff efficiency will be enhanced significantly as well and is expected to improve overall operations and responsiveness to citizens and other interested parties. Administrative efficiency will also be improved in the new fiscal year as the City pursues implementation of technology upgrades funded in the new budget that will further the goal of reducing the City's reliance on paper for conducting City business. Significantly, this initiative will include paperless agendas for Commission meetings while alternatively utilizing portable smart book type individual work stations for each Commissioner and Director.

If the revised meeting schedule proves to be effective, the Commission will determine whether to continue it or tweak it in some way when they formally adopt a meeting schedule for calendar year 2020. Kicking off this revised meeting schedule, the City Commission met in a workshop on October 14th. Several matters were discussed at the meeting. The Commission reviewed

items expected to be included on the upcoming October 21st regular monthly meeting agenda and beyond.

The recently held workshop agenda included discussions of solar power initiatives the Commission will be considering over the next couple of months. Also, the Commission by consensus asked for the City Manager to schedule future workshops on topics including the following: a) code enforcement efforts particularly in targeted areas where significant violations are concentrated including some of the older sections of the City. Management is considering as part of this initiative the potential allocation of additional resources included in the budget to augment current code enforcement efforts; b) a review and potential fine tuning of city codes to improve the efficiency of code enforcement activities aimed at reducing the time before meaningful improvement is realized. Several areas of interest in this regard will be evaluated including signage, unpermitted or code deficient construction activities and substandard living conditions or other similar areas of concern; c) hurricane shutter regulations and requirements for property owners; and d) enforcement and options to address code deficiencies concerning driveway aprons throughout the City. Regarding this item, management previously authorized an assessment of the current deficiencies and options to address this matter by the City's consulting engineer. This report and the subsequent discussion will be a topic at one of the Commission workshop meetings before the end of the calendar year with management's recommendation on next steps and Commission direction to follow. Another workshop topic during this calendar year will also include a review and updating of the City's Comprehensive Emergency Management Plan. This is timely as the current hurricane season comes to an end.

I would be interested in receiving any desired input on these topics in the coming weeks. Of course, the City Commission will entertain public input on any of these matters in upcoming meetings. I assure each of you that your input is welcomed and will be considered as these topics are addressed.

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

Staff Reports

Code Enforcement Officer Debbie McNeil reports:

- Code Cases Opened: 30
- Case Re-inspections: 19
- Notice of Violations: 51
- Notice of Hearings: 8
- Code Cases Resolved: 17
- Code lien search requests completed: 5
- Rental Inspections Completed: 24
- Next Scheduled Magistrate Hearing: Special Magistrate Hearing November 12, at 1:30 pm



REMINDER



Those shutters that were put in place to protect life and property now become a hazard.

The City of Clewiston Code of Ordinances 110-530 and 110-531 address both residential and commercial rules for the placement and removal of storm panels as follows:

Sec. 110-530. - Residential development and improvement

(2) Storm shutters and panels which are not permanently installed shall meet the following utilization standards:

- a. **They may be put in place or closed not more than 72 hours before and 72 hours after a storm event;**
- b. They may be put in place or closed for two periods of up to 15 days each between June 1 and November 30 (the hurricane season) when the owner is absent; and
- c. They may be put in place on rear windows during any period of time.

Sec. 110-531 - Commercial development and improvement.

(2) Storm shutters and panels which are not permanently installed shall meet the following utilization standards:

- a. **They may be put in place or closed not more than 72 hours before and 72 hours after a storm event;**
- b. They may be put in place or closed for two periods of up to 15 days each between June 1 and November 30 (the hurricane season) when the owner is absent; and
- c. They may be put in place on rear windows during any period of time.

If you have any questions regarding this or any other City of Clewiston Ordinance contact the Community Improvement Division in person at 141 Central Avenue, Clewiston, Florida 33440, by phone 863-983-1454, or email debbie.mcneil@clewiston-fl.gov.

Be a good neighbor...Help fight the blight

Library Director Natasha Hayes reports:

- On October 7th, 10th, 14th and 17th, afterschool homework was offered. Ms. Bautista assisted 37 students for this two week period from 4-6 p.m. Currently, this program is at full capacity, but if your child is in need of assistance with their homework, we would like to encourage parents to stop in the library and sign up on the waiting list. If at any time we have children who drop from this program, library staff will reach out to those students on the waiting list. Registration forms are located at the library.

- Our first Tweens & Teens Sewing Club was a success on October 8th with a total of 16 participants. As Mrs. Diana and Mrs. Melva continue to work hard on bringing youth programming to Clewiston, we would like to invite those in 4th through 12th grade to stop in and join this new club.
- Storytime was held on October 9th to the public and Little Disciples School at 9:30 a.m. for 12 children. The children also worked in the computer lab on the reading program, Lexia, as well as abcmouse.com. These programs enhance and contribute to their fluency along with providing hands on practice with computers.
- Play Doh day was held on October 15th from 3:30-4:30 with a total of 17 participants. This program not only helps children with their dexterity, but also their creativity. Being able to work with their hands and imagination by creating their own artwork correlates with STEAM which is also known as STEM. The acronym has been changed to incorporate an “A” for art.
- Outreach Storytime was held on October 17th. If any school or center would like to have the library come to them in order to provide storytime, please contact the library as we would like to provide literacy services to those in the community who are unable to come to the library.
- Family Movie Night was held on October 17th from 5:30-7:30. Please continue to check on Facebook or on our monthly library calendar for our next movie night and come enjoy an evening with your small, comfy blanket and popcorn (provided by the library).
- Lego Club was held on October 10th and 17th with a total of 23 participants. As this program maintains enthusiasm, library staff is looking into bringing in additional Lego Kits and building supplies and even a 3D printer from SWFLN that will allow participants to expand their creativity even more.
- Afterschool Coloring Club was held on the 9th with a total of 2 teens, 4 adults, and 5 children.
- The library’s computer lab was accessed and used by a total of 9 patrons. If you are in need of a quiet place to use the computer, our computer lab is open to the public along with the computers located on the main floor of the library.
- Within the last two weeks, the library was accessed for normal operating business as well as serving the community as a meeting place with a total of 38 individual meetings being held.
- Library staff provided ready reference assistance directly to 152 patrons along with daily routine services which include circulation of materials, computer assistance, and programming.
- Need a place to hold a meeting? What about a computer lab to host your organizations training? The Clewiston Library can provide that space for you as the library does have a classroom and computer lab available with a total of 16 computers for use. For more information or to secure the classroom, please stop in or call the library.
- Remember you can get your e-books for free at www.hendrylibraries.org.
- For information regarding any of our programs, please call the library at 863-983-1493.
- Also remember to check out the Clewiston Public Library Facebook page and follow us for the most updated program listings. We look forward to seeing everyone.
- **Upcoming Programs: Week of October 21st**- Afterschool homework help will be provided to those registered on Monday and Thursday next week from 4-6 p.m.; Storytime will be available to the public and Little Disciples at 10 a.m.; and Board Game

Bonanza will be held on Thursday, the 23rd from 3:30-4:30 p.m. **Week of October 28th**- Afterschool homework help will be provided to those registered on Monday and Thursday from 4-6 p.m.; Social Security and Medicare Informational Session will be held on Tuesday the 29th from 2-3:30 p.m.; and Crafternoon will be held on Wednesday from 3:30-4:30 p.m.

Public Works Director Sean Scheffler reports:

This year's Fall Festival was a great success...might even call it one of the best. A total of 61 children competed in the costume contest; 31 booths were set up around the festival grounds; and I estimate that 500 to 600 attended this year. Thank you to all who promoted, supported, decorated and attended the event. I look forward to seeing you next year.



- **If you have any recreational needs or questions, please drop by City Hall from 8:00am to 5:00pm or call 863-983-1484.**
- **Mosquito Control:** Trap counts for the week: Saginaw 347; Okeechobee Blvd. 217; Elks Field 94; Golf Course 545; and Harlem Community 220. A ground mission was performed on October 9 with special attention to Okeechobee Blvd. and the Golf Course. Continue to be mindful when gathering in protected areas to use mosquito repellent.

Please call 863-983-1471 if you are having mosquito problems or have any requests or questions.

- **Project Updates:**

- The new Ventura Sidewalk Project has not yet broken ground.
- The foundation for the new “Welcome to Clewiston” signs was poured and columns are being formed.



- Work on the Levee Cut Off Wall is scheduled to start in November.

- **Parks Department Activities:**

- Foul poles and scoreboard posts were painted in the Big Quad.
- Soccer season started this week.
- The big picnic pavilion at Trinidad Park was power washed.
- The picnic tables at the Lake were power washed, removing several layers of old paint and rust.
- Maintenance was pulled in Civic/Memorial Park.
- A power lug and controller went bac in the Sports Complex causing the lights to malfunction. The new equipment is here and a service tech has been called to install and the equipment and check the entire system.

- **Street Division Activities:**

- Fall banners were hung on Central Avenue.
- The gas tank at the Police Department has been installed.
- Staff set up and tore down for the Fall Festival.
- Patrolled for pot holes this week.
- Repaired gabion baskets on the Lake side of the levee.

- **Facility Maintenance Activities:**

- Power washed the west end of the Senior Citizen Building.
- Repaired and painted Senior Citizen Building door.
- City Hall atrium windows were resealed.
- John Boy Auditorium floors were stripped and waxed.
- Repaired lights and replaced ceiling tiles in the Library and Operations Building.

- **Reminder:** Please read the instructions on all the cleaning supplies you use in your home. More chemicals will not do a better job; it only increases the amount of chemical that is disposed of when you finish the job. Always dispose of wash/cleaning water in a

utility sink or the toilet. Never pour it out on the ground because it will infiltrate the ground water and make a bigger problem downstream. Do your part to keep clean water for your children tomorrow.

Golf Course Director Robbie Rush reports:

- Get all information of what's going on at Clewiston Golf Course Facebook.
- The 7th Annual Sugarland Masonic Lodge Scramble is scheduled for October 19, 2019. Please call the golf shop at 863-983-1448 for more information and to sign-up. The golf course will be closed for regular play until 1:30pm.
- The Parent-Child Championship will be held on Sunday, October 27, 2019. For more information, please contact the golf shop at 863-983-1448.
- The 2nd Annual CHS Alumni 9-Hole Scramble is scheduled for November 2, 2019. Sign-up is in the golf shop. The tournament is benefiting the boys' and girls' golf teams.
- The Clewiston Rotary Club Tournament is scheduled for November 16, 2019.
- Golf Shop hours are 7:45am-5:15pm. The first tee time is 7:55am.
- Golf Carts must be in by 6:45pm.
- Our new season merchandise is starting to come into the golf shop. We also currently have a sale on the remaining ladies clothes in the golf shop.

Utilities Director Danny Williams reports:

- **Electric Crew Activities**
 - Relocated underground street light line on Bayberry Loop to make room for new fence;
 - installed new transformer on El Paso for temporary office trailers;
 - installed new three phase transformer bank on El Paso Avenue for new concrete plant;
 - replaced broken pole top pin on Alabama Street;
 - planned outage at Walmart for contractors to pull new wires in transformer, then hook up for fire pump;
 - replaced transformer at D&J machine shop;
 - worked with Comcast on Francisco Street to repair interference problem;
 - closed in fuses at sewer plant;
 - set 15 new electric meters on WC Owen Avenue for new apartment customers;
 - cleared bad lighting arrester on Francisco Street & Sugarland Highway;
 - removed vegetation from power lines;
 - repaired underground cable on two street lights on Deane Duff Avenue;
 - relocated pad-mount transformer at operations.
- **Water Sewer Crew Activities**
 - Completed five meter change outs;
 - repaired four water main breaks;
 - performed weekly lift station inspections;
 - performed ten utility "locates";
 - repaired lift station pump.
- **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. 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 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.