



LEGAL REQUEST MEMORANDUM (LRM)

From: (Name) Wieselberg Natalie (Dept) Human Resources - 2520
Last First
(Title) Administrative Staff Assistant (Phone) 352-438-2359
Signature Natalie Wieselberg Date Tuesday, October 7, 2025

The Office of the County Attorney is requested to provide legal assistance as detailed in this legal request and supporting documents (attached).

Request for: ☐ Draft Document ☒ Approve as to Form ☐ RESUBMIT LRM No. _____
☐ Legal Opinion ☐ Other

Description of Request

Approve the attached Resolution to review the Employee Handbook. Effective date 11/4/2025.

For more information or discussion, contact: ☐ Same as above
(Name) Sara Caron (Title) Human Resources Director (Phone) 352-438-2351
Last First

Agenda Item? ☒ Yes ☐ No Agenda Date: Tuesday, November 4, 2025
Agenda Deadline Date for Legal: Friday, October 10, 2025 Agenda Deadline Date for Admin: Thursday, October 23, 2025

Note: Please allow a MINIMUM of 5 working days BEFORE deadlines for LRM to be completed.

DO NOT COMPLETE - Office of the County Attorney use ONLY

LRM No. 2025-1015

Assigned to: ☐ Matthew Guy Minter, County Attorney ☒ Dana E. Olesky, Chief Asst. County Attorney ☐ Linda Blackburn, Asst. County Attorney ☐ Thomas Schwartz, Asst. County Attorney ☐ Valdoston Shealey, Asst. County Attorney

Outcome:

Date Received:

☒ Approved as to form and legal sufficiency
☐ Approved with revisions: ☐ Suggested ☐ Completed
☐ Other:

RECEIVED
By Lori.Zirkle at 4:26 pm, Oct 07, 2025

Attorney Signature: [Signature] Date 10/15/2025

Staff Signature: [Signature] Date: 10/15/2025 Returned: ☒ Department ☐ Admin ☐
Completed