

WEEKLY MANAGER'S REPORT

TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

November 06, 2025

DEPARTMENT MANAGER'S REPORT (William Lawrence):

Shoutouts of the Week:

Mike Burske, Parks and Recreation Director, has submitted the Town's **first project appropriations request** to Representative **Nan Cobb** of the Florida House of Representatives. The **\$350,000 funding request** will be used to purchase **Meridian Barricades**. These highly effective barricades will enhance safety during large community events by securing streets and drive areas. When not in use locally, the Town will **partner with surrounding municipalities** to provide additional protection for their events as well. The primary goal is to **deter vehicle-based threats** that have increasingly targeted smaller towns, while also providing an added layer of safety given the **large number of senior drivers** in our area.

The **Farmers Market** continues to thrive each Tuesday!

This past week, we hosted **45 vendors** and welcomed **797 customers**, bringing in **\$1,843.46** in total sales for the day.

Shout-outs to Julia Harris, Amber Castelano, Bradley Weeks, and Scott Skorupski for their continued hard work and dedication!

The **Police Department** has a **fresh new look!**

Special thanks to **Deputy Chief Brough**, who surprised Chief Hunt with the makeover.

The interior hallway—once filled with traditional police patches, as is common in many departments in the '70s and '80s has been transformed. Deputy Chief Brough had been listening to Chief's Hunt's Vision. The patches have been removed, the walls freshly painted, and replaced with **current photos of our officers serving the community**, accompanied by **inspirational quotes**. Walking through the halls now feels truly uplifting.

Great job to everyone involved!

Finally, the **Lake County City and County Managers' Meeting** was held on **Thursday, November 7th, in Leesburg**. The discussion focused on the **county survey** and upcoming collaborative initiatives.

CLERK'S OFFICE (Kathy Rosado):

Shout out to Miike Burske, Amy Alicia, Julia Harris, and all the parks and recreation staff and any others who I might be leaving off, for all the hard work that went into this week's Centennial Celebration. The Centennial Proclamations will be on display in our lobby.

The clerk's office is working on getting NextRequest ready to use. This involves loading data into the system to make it more efficient for staff to enter requests. We will have our next training on Monday, November 10, which is the second administrative training to review setting up the portal.

Amber Castellano attended a Public Records Management training. We plan to begin a project to review all current records in the Clerk's Office and dispose of any that have met their retention schedules. Our goal is to complete this project by the end of the year!

The post-commission meeting duties were completed and the upcoming commission meeting duties began. The Planning and Zoning Board meeting on November 10, 2025, was cancelled. The next meeting scheduled will be on December 8, 2025.

The Clerk's office completed 11 Lien searches and 7 public records requests this week.

COMMUNICATIONS (Elisha Pappacoda):

Kudos this week to Julia for taking the helm at the Farmers Market and doing an amazing job. The Market welcomed 1,000 visitors on Tuesday, and we were featured in the Daily Sun half a dozen times since the new season began.

I'm also cheering on Parks & Recreation as they navigate the second half of the Centennial Week events. This is a huge lift! Shoutout to Amy and team for giving 110% to our 100th year celebration.

Below is what Communications has been working on:

- Issued a press release and corresponding video on e-bike thefts. Received more than 40 media mentions, including on Orlando TV networks and Telemundo [News Flash • Suspect confesses to a series of e-bike thefts](#)
- Created a series of short videos promoting Market vendors [Town of Lady Lake - YouTube](#)
- Updated PD's [Public Notice: Found/Abandoned Property](#)
- Attended and livestreamed the Commission meeting and shared a photo of the Centennial proclamation

- Attended the History Stroll – thanks to Susyn for creating the history panels, which got great feedback from visitors. Photos can be found here:
<https://www.facebook.com/share/p/1AK7k6cFTK/>
- Worked the tent alongside the Historic Society at the History Haul on Wednesday
- Responded to three media requests
- Reached over 3,000 followers on Facebook (Facebook comparisons to other local government entities show we publish significantly more posts.)
- Achieved second second-highest visitor count on the website since its creation
- Top video on YouTube for the month was Spooky Park highlight video, done in-house
- Issued/scheduled text alerts regarding the Centennial, Market, and Veterans Day closures
- Attending the Lake County Communicators meeting on Thursday

FINANCE (Joella LeDonne):

No report this report.

GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):

Revised documents were submitted on Tuesday for the proposed Florida Credit Union located within the Hammock Oaks Commercial Park at the corner of Highway 466 and Hammock Oaks Boulevard. The project is located at the intersection of Hammock Oaks Boulevard and Highway 466 and features a 5,944 square foot bank with a drive-through and thirty-three parking spaces.

On Wednesday, revised documents were submitted for the proposed Chase bank located within the Lady Lake Crossing expansion at the corner of North Highway 27/441 and County Road 25. The project consists of a 3,490 square foot bank with a drive-through and twenty-seven parking spaces and is located at the intersection of North Highway 27/441 and County Road 25.

Building plan revisions were received for the interior and exterior remodel of the three-story La Reina Building located at 1000 Main Street. A new permit application and plans were also submitted for a new commercial inground pool at the Paradise Recreation Center located at 1403 Paradise Drive.

The building department received fifty-three building permit applications or revisions this week, and fifty-five permits were issued. A total of one hundred and fifty-five inspections were conducted in the field.

This week code enforcement opened ten new cases, eight of which were complaint driven, closed fourteen cases, and conducted fifty-one inspections. Thirty-seven signs were also removed from the Town's right-of-way.

I would like to extend my thanks to the Public Works Department for moving our new furniture for the Growth Management offices from the library lobby to the respective new office areas. Over one hundred boxes were moved in a relatively short amount of time. This needed to be done to accommodate the Centennial Speakeasy on Friday night, while also helping Growth Management get a head start on our move which will occur later this month. Thanks again for finding the time to help the other departments as you so often do.

HUMAN RESOURCES (Tamika DeLee):

No report this week.

INFORMATION TECHNOLOGY (John Pearl):

No report this week.

LIBRARY (Kourtney Fehr)

The Youth Library kicked off **DINovember** this week to celebrate the month of November! Children can adopt their very own dinosaur, complete with a name, birth certificate, dino tattoo, and sticker. This is one of our most beloved yearly traditions—kids take great pride in their new prehistoric friends! DINovember runs all month long, so be sure to stop by and join the fun.

Our Youth team will also be doing **outreach at Blue Spoon in Lady Lake**, featuring storytime and songs for families in the community.

On Tuesday, we launched **Storybook Studio**, a new program replacing Family Crafting. Families can enjoy a story together, followed by a themed craft that matches the story. We had a wonderful turnout and are excited to see this new youth program grow!

Today we're hosting the **Cryptids and Paranormal Program** from 2–4 PM. If you're fascinated by mysteries like Bigfoot and the unexplained, this is the program for you!

Finally, a friendly reminder that the **Lady Lake Library will close at 12 PM on Friday** for the Town of Lady Lake **Speak Easy** event.

Here are the youth program stats for this week:

- Little Sprouts: 3
- Lego Masters: 6
- Craft Corner: 37
- Tiny Tots: 33

- Family Crafting: 20
- Storytime : 49
- Reading with Scarlett: On Vacation
- Alphabet Adventures: 28
- DINOvember: 15
- Teen Manga Movie: 10

Parks & Recreation (Mike Burske):

Overview:

The Lady Lake Parks and Recreation Department is excited to reflect on an incredible week of community engagement and accomplishments. We are proud to report on several key events and ongoing projects that are making a positive impact in our town. From the spectacular Halloween Boo Bash to the upcoming Centennial Week celebrations, there is much to celebrate as we continue to strengthen our community through recreational activities and collaborative efforts.

1. Halloween Boo Bash:

This past weekend, we were thrilled to host the Halloween Boo Bash, which saw over 40 organizations participate in creating a memorable event for our local children. The evening was filled with games, activities, and treats, and the turnout was nothing short of outstanding. The event was a great example of teamwork, with local organizations coming together to make it a fun and successful celebration of Halloween for all.

2. Centennial Week Preparations:

With the Boo Bash behind us, the Parks and Recreation Department is now focused on the upcoming Centennial Week, a six-day celebration marking a major milestone for Lady Lake. Our staff has been working hard to prepare a lineup of exciting activities, culminating in the largest fireworks display in the town's history. We would like to thank the Mayor and the Town Commissioners for kicking off the week with the Monday Night Proclamation at the Commission Meeting.

Key Centennial Week events so far:

- **History Stroll at the Farmers Market:** Amy from our department led a fascinating historical tour, engaging our community with stories of Lady Lake's past.
- **History Haul at Heritage Park:** A special thank you to the Lady Lake Garden Club for their hard work in bringing the history of our town to life during the History Haul at Heritage Park.

- **Centennial Cake Cutting at the Log Cabin:** Tonight, we celebrate this milestone with the Centennial Cake Cutting event at the Log Cabin, marking the beginning of an exciting week ahead.

Looking ahead:

- **Taste of Lady Lake Speak Easy (Friday):** A fun, historic celebration of Lady Lake's local food scene.
- **Pancake Breakfast at Snooky Park (Saturday):** Starting the day off with a hearty breakfast before transitioning into the Centennial Celebration that evening.

3. Upcoming Projects and Initiatives:

- **Pyramid Park Swing Set:** In response to a resident request, we are preparing to order a new swing set for Pyramid Park. This addition, which was included in this year's budget, will provide an additional safe, enjoyable space for families to enjoy the park.
- **Dog Park at Snooky Park:** Director Mike Burske recently met with Susyn from the Communications Department to discuss the proposed dog park at Snooky Park. The team is carefully considering the best location to ensure that it will be a great asset for residents and their pets once it's completed.

4. Farmers Market:

This Tuesday's Farmers Market was another fantastic event, attracting nearly **800 shoppers**. The market continues to be a great success, offering a diverse range of products for our community while supporting local businesses. We look forward to even more growth and success as the market continues to provide a place for residents to gather and shop. Julia does an incredible job with this event.

5. Looking Ahead:

- **Christmas Tree Installation at Snooky Park:** Next week, we will begin installing the new 34-foot Christmas Tree at Snooky Park, which will be part of the **Lady Lake Library's Christmas Tree Contest**. We are confident that the Library's Kourtney will have our trophy ready for us as we participate in this festive tradition.

Conclusion:

It's been a busy and exciting week for the Lady Lake Parks and Recreation Department, and we are looking forward to the many upcoming events and projects. Thank you to all who have contributed to making our community such a vibrant and active place to live. Special thanks to the Mayor, the Commissioners, the Lady Lake Garden Club, and all of our staff and volunteers for their continued hard work and dedication.

We look forward to seeing you at the Centennial Week celebrations and all the other wonderful events coming up!

POLICE DEPARTMENT (Chief Steve Hunt):

Detective Campbell, Detective Williams, and I had the opportunity to meet with the residents of Water Oak to discuss recent fraud trends and scams we've encountered over the past few months. The group had excellent questions and valuable insight. We truly appreciate the invitation and always enjoy opportunities to engage with the community we serve.

We're also excited to share that we recently received three new drone units through a grant that covered the full cost. Several of our officers are now licensed and in training to operate them. These drones will enhance our ability to respond to calls more efficiently and thoroughly. For example, in situations where a person with dementia wanders from home, we can now deploy a drone to quickly search nearby wooded areas using thermal imaging and overhead lighting. In many cases where we previously relied on Lake County's air support, we can now manage operations independently. The possibilities for improving public safety are tremendous.

Finally, it's been a fantastic week celebrating the town's centennial events, and we're looking forward to the Saturday evening festivities. We'll be there—come say hello!

PUBLIC WORKS/UTILITIES DEPARTMENT Administration (C.T. Eagle -Director and Kevin Anderson – Admin Assistant to Director):

CT and Kevin attended the Centennial Proclamation at the Town Commission Meeting, History Stroll at the Farmers Market, and the History Haul at Heritage Park this week as a part of the Town's Centennial Events.

We have multiple positions open here at Public Works; open positions can be found here:

<https://www.ladylakefl.gov/210/Human-Resources>

Information regarding current Town Projects can be found here:

<https://www.ladylakefl.gov/167/Town-Projects>

Maintenance Department (Ted Williams, Supervisor):

Attended the Otis Elevator Orientation and Training for the new elevator at the Library.

Met with contractor regarding a window leak at the Library.

Coordinated Fire Inspection Concerns.

Performed driveway apron inspections.

Met with residents regarding stormwater issues and tree trimming concerns.

Streets (Kon Scott, Travis Lacey, Todd Foster, and Justin Wallace - Lead Operators; Jordan Correa – Operator III; Jordan Pettinato – Operator II):

Attended the Wellness Class at Town Hall.

Performed litter pickup along roadways in Town. Continued cleaning or replacing street and stop signs townwide. Cleaned storm drains. Patched potholes and road cuts. Mowed Town maintained rights of ways.

Monitored retention ponds after rain events.

Filled in and re-graded wash out area on Clay Ave.

Continued installing Christmas Lights at the Log Cabin.

Moved boxes for Growth Management at the Library.

Facilities Maintenance (Mark Walls - Lead Operator, Joshua Fitchpatrick - Operator II, and Phillip Perna – Operator I):

Staff completed multiple work orders at Town facilities. Set up tables at Town Hall. Started installing Christmas lighting at Town Hall. Assisted in moving boxes for Growth Management. Repaired toilet at the Library. Hung Centennial Proclamation at Town Hall.

Attended Wellness Class at Town Hall.

Attended the Otis Elevator Orientation and Training for the new elevator at the Library.

Completed painting the inside of the PD.

Continued performing groundskeeping at Town Hall, PD, and the Library.

Motor Pool (Billy Kohler - Lead Mechanic, and Jim Richards - Mechanic):

Attended the Wellness Class at Town Hall.

Ongoing repair and maintenance on Town Vehicles and Equipment.

Utilities – Water and Sewer (Thomas “Butch” Goodman – Supervisor, and Mary Levesque - Staff Assistant to Supervisor):

Continued entering new purchase order requests and invoices into the new Springbrook system,

Coordinated with multiple contractors, engineers, vendors, developers, and other departments regarding future and current in process projects going on around Town.

Current project coordination with Hammock Oaks (Multiple Phases), Boulevard Oaks, Lake Ella Estates, and Green Key Village phases 5 and 6.

Distribution and Collection Systems Field Operations (Robert Barnes – Field Operations Manager; and Vacant - Lead Operator):

Repaired broken service line and issued boil water notice on Winners Circle.

Continued performing utilities walk-throughs and final inspections for potential conveyance to the Town for phases of the Hammock Oaks Subdivision and Boulevard Oaks Subdivision.

Responded to customer concern calls.

Coordinate and complete various work orders, working on new accounts, meter reading, meter replacements, non-pay disconnects (approximately 135 disconnects this week), and re-reads.

Completed 811 dig ticket location requests. Coordinating new fiber optic line locations.

Completed FDEP submittals, Water/Sewer/Reuse physical availability requests, Utility Quotes, CO inspection requests, and required back-flow device verification audits.

Performed weekly fueling and testing of emergency equipment, pumps, vehicles, and generators.

Water and Wastewater Treatment Plants (Steve Pfouts – Treatment Plants Operations Manager; Darryl Flanders – Lead Wastewater Plant Operator; and Daniel Myklejord – Lead Water Plant Operator.)

Wastewater Plants completed and submitted required compliance reports to FDEP. Continued running process control samples and making necessary plant adjustments.

Water Plants continued second set of Lead and Copper sampling, required by FDEP.

Water, Wastewater, and Reuse Systems Master Planning Project and Water Facilities Plan Project, required for SRF funding, are in process by the Town Engineer, Jason Shepler with Mittauer-CPH. The results and recommended infrastructure projects have been updated with new data and will soon be presented to the Town Commission for consideration of approval.

Consumptive Use Permit (CUP) renewal project with St. Johns River Water Management District (SJRWMD), is nearing the submittal phase to the regulatory agency for review.

Projected completion of renewal is by the end of this year or early 2026.