

WEEKLY MANAGER'S REPORT

TOWN OF LADY LAKE, FLORIDA

By Bill Lawrence, Town Manager

May 29, 2025

DEPARTMENT MANAGER'S REPORT (William Lawrence):

Shoutouts & Acknowledgments

A heartfelt thank you to the Customer Service teams at both the Utilities and Growth Management Departments. It takes truly special individuals to excel in customer service, especially when working with the Town of Lady Lake. These unsung heroes often face challenging interactions with the public, yet they maintain professionalism, patience, and dedication throughout it all.

Special recognition goes to **Christie Gosneigh, Connie Kimbel, and Felicia Westmoreland** in **Growth Management**, as well as **Philomena Bodie, Rhonda Hernandez, and Latricey Jackson** in Utilities Billing. Your hard work and commitment do not go unnoticed, thank you for all that you do.

Manager's Meeting Update

The Manager's Meeting was held Tuesday morning. With a light agenda anticipated for the next Commission Meeting, we have decided to cancel the June 2 meeting. Additionally, we began discussing the budget review process for June, which will be a key focus moving forward.

FCCMA Annual Conference

The Florida City/County Management Association (FCCMA) Annual Conference will take place this Wednesday through Friday in Orlando. I look forward to the opportunity to connect and network with my colleagues from across the state.

CLERK'S OFFICE (Nancy Wilson):

The June 2 commission meeting is cancelled, which allows us a breather while anticipating the items for the next meeting.

It is the beginning of summer, and we are over halfway through this fiscal year. Our budget wish list for the next fiscal year has been submitted. Envisioning the potential expenses for the upcoming fiscal year involves a bit of hope.

COMMUNICATIONS (Elisha Pappacoda):

We are grateful for all the positive media coverage we received this week, including four stories on the Bounce Town Bash, which is sure to be hugely popular in our community again this year.

On behalf of Public Works, we issued the following press release via our website: [Lady Lake releases 2024 Annual Drinking Water Quality Report](#).

The biggest news of the week is that representatives of the FBI Jacksonville and FBI St. Louis offices presented awards to our Lady Lake Police Department for their swift actions leading to the identification and arrest of FBI Most Wanted Fugitive Donald Fields II in January. The story can be found on our website here: [FBI presents awards to the Lady Lake Police Department](#). Additionally, it was covered by [the Villages-News.com](#) and [FOX 35/WOGX](#) with mentions on WFTV and WKMG. Again, kudos to our dedicated and diligent officers.

Susyn and I will be attending the Lake County Monthly Communicators meeting on Thursday at the Emergency Operations Center, with a presentation from the EOC director discussing hurricane preparations.

June 1 begins hurricane season, and we are rolling out a full week of preparation messaging. As discussed in my previous report, reels and vertical video perform better, so Susyn is converting her hurricane messaging to this format.

The water leak rack cards are now in the hands of customer service to offer to residents. This was a project spearheaded by Susyn in conjunction with Finance/Utilities and Public Works. It offers information to residents on how to check for leaks and comes with free water leak detection dye tablets. This is a great example not only of interdepartmental teamwork but working backward from a problem and offering a tangible solution.

Finally, I would like to give a shoutout to Aly. The Library renovation project is a huge and no doubt stressful undertaking and she is handling it with professionalism and taking it in stride. In the midst of all that, she did not hesitate to step in and offer her assistance to me during the FBI award presentation. Thank you, Aly!

FINANCE (Joella LeDonne)

No report this week.

GROWTH MANAGEMENT (Thad Carroll):

The building permit for the interior demolition of existing space was issued for 480 North Highway 27/441. Revised plans were also received for the Paradise Recreation Center renovation located at 1403 Paradise Drive as well as plan revisions for the Paradise Recreation Pool Building located at 1411 Paradise Drive.

Construction is well underway in the Hammock Oaks development. Hammock Oaks consists of 1,142 units in 11 phases (1A, 1B, 1C, 2A, 2B, 2C, 2D, 3, 4, 5, 6). Currently, Phases 1A (147 units), 1B

(114 units), 1C (54 units), 2A (45 units), and 2D (130 units) have been approved for home construction. Phases 2B (114 units), 2C (42 units), and 3 (240 units) are under site construction.

Construction has also begun in the Reserve at Hammock Oaks portion of the overall development. This portion consists of 1,032 units in 9 phases (1A, 1B, 2A, 2B, 3, 4, 4A, 5, 6). Phases 1A (159 units) and 1B (80 units) have been approved for the construction of homes, while phases 2A (72 units), 2B (78 units), and 3 (157 units) are under site construction.

The third part of the development, Highlands at Hammock Oaks, consists of 439 units to be constructed in two phases. Both phases are currently underway with site construction but have not yet been approved for home construction. This portion of the development is located east of Rolling Acres Road, south of Sunshower Lane, and north of Abebe Road.

Sixty-six building permits or revisions were received this week, and forty-six permits were issued. One hundred and seven inspections were conducted in the field.

This week code enforcement opened seventeen new cases, closed nine cases, and conducted forty-five inspections. Code Officers Crain and Williams presented nine cases at the Special Magistrate Hearing on May 22, 2025.

HUMAN RESOURCES (Tamika DeLee):

Youth Services—Library Assistant I Interviews are scheduled for today.

A conditional offer of employment for staff assistant to police has been accepted. A conditional offer of employment for a mechanic will be made today. As of today, the town has a total of five positions available. If you are interested in employment with the town, please apply for these positions at, www.ladylakefl.gov.

INFORMATION TECHNOLOGY (John Pearl):

No report this week.

LIBRARY (Aly Herman):

Next week, we will be celebrating National Garden Week! Starting Friday, the Lady Lake Garden Club will be setting up five display tables in the library, showcasing a variety of beautiful plants. Be sure to stop by, explore the displays, and enjoy the vibrant greenery brought in by our talented local gardeners!

I will be conducting two interviews on Thursday and an additional one next week for the Youth Library Assistant I position. We are hopeful that these interviews will lead us to a strong candidate who will be a great addition to our team.

A big shoutout to Lisa Woolf for hosting a successful Arts & Crafts program this past Tuesday! Lisa, who also creates all our adult Take & Go craft kits, brought her creativity and enthusiasm to this new in-person program—and it was a hit. Thank you, Lisa, for your hard work and dedication. Fantastic job!

As the school year comes to a close, we extend our best wishes to all teachers and students for a happy, healthy, and safe summer break. While we hope everyone enjoys a well-deserved rest, we also want to encourage continued learning throughout the summer months.

Avoiding the “summer slide” is important, and regular reading is one of the best ways to stay engaged academically. The library remains committed to supporting students and families over the summer with access to books, resources, and programs designed to help maintain and build on the progress made during the school year.

Here are the youth program stats for this week:

— Video Games:8

— Craft Corner: 30

— Tiny Tots: 24

— Family Crafting:12

— Storytime: 50

— Reading with Scarlett: 15

www.facebook.com/lakelakelibrary225

PARKS AND RECREATION (Mike Burske):

The Parks and Recreation Department is currently working to set up for the Bounce Town Bash this weekend. Sam, Vicky and Nick are currently working on concrete repairs at the Guava Street Athletic Complex to fix sidewalks that have become cracked or settled. Scott and Thomas have been performing routine maintenance including adding new insulation in the ceiling of the Log Cabin. Brad has been working on mowing and has ordered a new lock for a gate at the Dog Park. I have been working with the contractor for the field light project and trying to get the permit for CR 466 squared away.

POLICE DEPARTMENT (Chief Steve Hunt):

The patrol crews were relatively quiet over the Memorial Day weekend. Over my years, I have found it to be feast or famine with very little logic going into the equation. We will take a calm sea now and again.

The department received recognition from the FBI on Tuesday afternoon in response to the capture of Donald Eugene Field II in January. FBI officials from the Jacksonville and St. Louis office presented our officers with a very nice plaque and very kind words. We were humbled to accept and are thankful for a great working partnership with our federal counterparts. Elisha helped coordinate the event with their public relations staff.

Officer Burns wraps up his second week of training to become a certified Traffic Homicide Investigator. Jeff has a very strong background in traffic enforcement and brings a great deal of expertise to our department.

PUBLIC WORKS/UTILITIES DEPARTMENT (C.T. Eagle):

Administration (C.T. Eagle — Director and Peggy Smith – Admin Assistant to Director):

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):

Performed driveway apron inspections.

Worked on upcoming budget requests, gathering quotes, assisting and coordinating with other departments.

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

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.

Repaired leak in ice machine at Public Works.

Remove signs in the right of way for Code Enforcement.

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

Staff completed multiple work orders at Town facilities.

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

Motor Pool (Billy Kohler - Lead Mechanic):

Ongoing repair and maintenance on Town Vehicles and Equipment.

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

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, Lead Operator):

Coordinate and complete various work orders, working on new accounts, meter reading, 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 (Daniel Myklejord – Lead Water Plant Operator, Darryl Flanders – Lead Wastewater Plant Operator, and Steve Pfouts – Treatment Plants Operations Manager.)

Continued round the clock monitoring, making adjustments, and compliance assurance operations of the treatment plants is ongoing.

Water, Wastewater, and Reuse Systems Master Planning Project in process by the Town Engineer, Jason Shepler. The results and suggested projects will be presented to the Town Commission for consideration of approval this Fiscal Year. These master plans outline current and projected system needs and potential projects, for continued operations levels of service and to keep up with known and potential future demands due to growth.

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. The Town received the last permit in 2006, a 20-year permit which allocates the maximum amount of ground water that may be used to supply the potable water system. Known and potential future growth contribute to the requested and granted water allocations.