

**MINUTES OF THE REGULAR MEETING  
OF THE LADY LAKE TOWN COMMISSION  
LADY LAKE, FLORIDA  
June 1, 2015**

The Regular Meeting of the Lady Lake Town Commission was held in the Commission Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida with Mayor Ruth Kussard presiding. The meeting convened at 6:00 p.m.

- A. CALL TO ORDER:** Mayor Ruth Kussard
  
- B. PROCEDURAL:** *Citizens are encouraged to participate in the Town of Lady Lake meetings. Speakers will be limited to three (3) minutes. Additional time may be granted by the Mayor. Citizen groups are asked to name a spokesperson and the Mayor, at his/her discretion, may allow longer than three minutes. Upon being recognized by the Mayor, please approach the dais, state your name and address, and speak into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and put your cell phone on silent mode.*
  
- C. PLEDGE OF ALLEGIANCE:** Mayor Ruth Kussard
  
- D. INVOCATION<sup>i</sup>:** Robert Ridgard – Central Florida Freethought Community
  
- E. ROLL CALL:** Tony Holden, Commissioner Ward 2  
Dan Vincent, Commissioner Ward 3  
Paul Hannan, Commissioner Ward 4  
Jim Richards, Commissioner Ward 5  
Ruth Kussard, Mayor/Commissioner Ward 1

**STAFF MEMBERS PRESENT:** Kris Kollgaard, Town Manager; Derek Schroth, Town Attorney; Thad Carroll, Growth Management Director; C.T. Eagle, Public Works Director; Chief Chris McKinstry, Lt. Robert Tempesta, Jan Miller, Assistant to Police Chief and Denise Williams, ACO, Police Department; Jeannine Michaud, Finance Director; Pam Winegardner, Assistant Finance Director; and Nancy Slaton, Deputy Town Clerk

**F. PUBLIC COMMENTS<sup>ii</sup>**

Mayor Kussard asked if anyone in the audience would like to speak on any item. There were no comments at this time.

**G. PRESENTATION:**

**1. Regarding New Animal Control Services (Chris McKinstry/Denise Williams)**

Police Chief Chris McKinstry introduced Denise Williams as the Town's Animal Control Officer. He stated they wanted to give the Commissioners an overview of some new expanded services that they hope to continue to provide to the citizens. He stated that Ms. Williams has done a phenomenal job since she started and has some wonderful ideas.

Ms. Williams reviewed a PowerPoint presentation which outlined some of the services currently provided by Lady Lake Animal Control through the Town's Police Department. She stated she would like to provide some basic veterinary care for the animals that come through the Town's facility, which will save lives and gives them a better chance of being placed, rather than them going directly to the County and possibly being euthanized. Ms. Williams stated that housing some of the animals at the ACO facility makes the animals more readily available for potential local homes.

Chief McKinstry interjected that Ms. Williams has been in contact with local rescue groups and a veterinarian who has agreed to provide free services to the Town, with the Town only paying the costs of medications or vaccinations.

Ms. Williams stated that the distemper vaccination and de-worming medications cost approximately \$2.00 to \$3.00 each. She stated that a mother dog and three puppies were recently rescued, and one puppy passed away due to a worm infestation the next day. She stated if she had been able to give the de-wormer medication on intake, the puppy may have been saved.

Town Manager Kris Kollgaard stated Ms. Williams has been very pro-active in her actions, and that she has been holding the animals at the Town's facilities for a while to give them a better chance to be reunited with their owners, whereas before they were taken directly to Lake County in Tavares and may have been euthanized.

Mayor Kussard asked where the ACO would be keeping the animals in Town.

Ms. Williams replied that she has a facility at the Public Works complex with six kennels, and a sponsor has recently donated some dog crates and cat cages, giving her the ability to hold more animals. She also reported that the Town now puts up pictures and information on their website for animals that are picked up. She stated that many of the owners are seniors from The Villages and they can pick their animals up locally rather than traveling to Tavares and they will not pay as high a fee to reclaim their animals. Ms. Williams stated the County's fees start at \$70, whereas the Town only requests \$15 to \$30 to recoup funds spent.

Chief McKinstry stated that there have also been recent cases where people involved in vehicle accidents had their dogs in the car with them, and when the people were transported to the hospital, Ms. Williams was able to hold their animals for them at no charge until someone could pick them up. He stated that one suggestion for funding venues is [gofundme.org](http://gofundme.org) where people can donate to the animal control cause without solicitation, and funds could be tracked as to what comes in and where the funds are spent. Chief McKinstry stated they can also utilize social media such as the website and Facebook. He stated The Villages Media group has offered to do free weekly public service announcements on their radio station, and possibly on TV, regarding lost and found animals and animals available for adoption.

Chief McKinstry reported that a sponsor involved with a local rescue group has offered to donate \$5,000 to the Town's animal control fund, provided that the Town matches that amount in the animal control budget. He stated he has incorporated that in next year's budget.

Commissioner Hannan asked for a heads up on the animal control budget.

Ms. Kollgaard replied that it is not bad, although start-up was originally around \$500.

Chief McKinstry stated that it has been increased to between \$5,000 and \$7,500, not incorporating the match of \$5,000.

Commissioner Richards stated he is most concerned about the budget and that there is accountability for any donations received.

Ms. Kollgaard stated she will meet with the Finance Director and make sure she and the Town's auditor are in agreement with how things are set up.

It was the consensus of the Commission that they were in favor of proceeding with the ideas presented.

**H. CONSENT<sup>iii</sup>:**

Mayor Kussard asked if the Commissioners would like to pull any Consent items for discussion. No items were pulled for discussion.

2. **Minutes – May 18, 2015 – Special Commission Meeting**  
**– May 18, 2015 – Commission Workshop Meeting**  
**– May 18, 2015 – Regular Commission Meeting**

3. **Consideration of Memorandum of Agreement for Polling Places – Pct. #11 to Allow the Lake County Supervisor of Elections to Hold the Presidential Preference Primary on March 15, 2016, the Primary Election on August 30, 2016, and the General Election on November 8, 2016 at the Community Building (Kris Kollgaard)**

The background summary for this agenda item is on file in the Town Clerk's office. It states that the Lake County Supervisor of Elections is requesting to utilize the Town's Community Building as a Polling Place for Precinct #11 for the Presidential Preference Primary on March 15, 2016, the Primary Election on August 30, 2016, and the General Election on November 8, 2016.

*Upon a motion by Commissioner Richards and seconded by Commissioner Holden, the Commission approved Consent Items #H-2 and H-3, by a vote of 5 to 0.*

**I. OLD BUSINESS:** No old business.

**J. NEW BUSINESS:**

4. **Consideration of the Purchase of Three FDLE FALCON RapidID Edge Device Software and Fingerprint Scanners (Chris McKinstry)**

Police Chief Chris McKinstry gave the background summary for this agenda item (on file in the Clerk's office). He stated that DataWorks Plus' SAF-ID (also known as RapidID) is an extremely fast and accurate solution that uses advanced fingerprint matching techniques to provide positive identification on an individual. Chief McKinstry stated that SAF-ID allows an officer to scan a person's finger on any FIB-approved fingerprint scanner and search a database for a positive match. SAF-ID searches RISC, and state and local AFIS using a variety of fingerprint capture solutions, and search results include FCIC/NCIC history, mugshots (when on file), and active warrants.

Chief McKinstry stated that the Police Department currently has one RapidID device and it has proven extremely successful since it was put into service in April 2015, and they would like to expand the Department's efficiency to issue one device to each shift. He stated that DataWorks Plus is certified by FDLE to connect to and register with the Falcon RapidID system and are also the sole source retailer in the State of Florida. Chief McKinstry stated that the device already in use has allowed them to arrest an individual who has been living in town for the past two years, but was found to have a warrant out of Georgia where he was wanted for a shooting/aggravated battery charge.

Commissioner Hannan asked where the funds for this purchase will come from as he assumes it is not in the budget.

Chief McKinstry replied that although this purchase is not budgeted, there are still funds available for use from the general operating funds.

*Upon a motion by Commissioner Hannan and seconded by Commissioner Richards, the Commission approved the purchase of three FDLE FALCON RapidID Edge Device Software and Fingerprint Scanners by a vote of 5 to 0.*

**5. Approval to Submit a Letter to the Florida Department of Transportation to Allow for the Application of a Building Permit for Bus Shelter #10 on Highway 27/441, at a Revised Location, Near the McDonald's Restaurant, Approximately 80 Ft. South of the Intersection with Fennell Boulevard (Thad Carroll)**

Growth Management Director Thad Carroll gave the background summary for this agenda item (on file in the Clerk's office). He stated that on March 16, 2015, the Growth Management Department brought plans for the proposed construction of the Lake Express Bus Shelter #10 before the Town Commission for their review and approval to submit a letter to the Florida Department of Transportation to allow for the application of a building permit; to be constructed near the Kohl's Department Store (Lady Lake Crossing Shopping Center). Since that time, a request has been made by FDOT to move the shelter location 80 ft. southeast of the intersection of Fennell Boulevard. This change would keep the bus in the traffic lane during stops, rather than in the right turn lane as formerly proposed.

Mr. Carroll stated that an e-mail correspondence between FDOT and Lake County staff as to why the request has been made to move the shelter location was included in the packet. Also contained in the correspondence are Chief McKinstry's concerns with relocating the shelter to the newly proposed location. Within the e-mail, FDOT staff states that: "Being on the far-side of the intersection minimizes potential right-turn conflicts that would occur if the bus were to stop in the right-turn lane and would encourage pedestrians to cross behind the bus if they wanted to go across US 27 since the intersection is close. This location is central to important land uses such as shopping to the south as well as Town Hall, multi-family housing, and the Post Office along Fennell to the north. It is also closer to the McDonald's access, discouraging pedestrians from cutting sidewalk corners if their destination is that restaurant or the developing shopping center around it."

Mr. Carroll stated that at this time, the Growth Management Department respectfully requests an approval from the Town Commission to transmit an amended letter to the Florida Department of Transportation regarding the Commission's preference as to where the bus shelter should be constructed.

Mayor Kussard requested that Commissioner Richards give his opinion as he has the engineering background.

Commissioner Richards stated that although the FDOT's engineer recommended moving the bus shelter location considering the right turn movement, he would prefer it stay in the original location in front of the Kohl's plaza as there is plenty of room there and traffic turning in can wait until the bus clears.

The other commissioners stated they agreed with Commissioner Richards' recommendation.

*Upon a motion by Commissioner Richards and seconded by Commissioner Hannan, the Commission approved the submission of a letter to the Florida Department of Transportation to allow for the application of a Building Permit for Bus Shelter #10 on Highway 27/441, with an appeal to not change proposed location, rather requesting that the shelter be constructed near the Kohl's Department Store as originally proposed, by a vote of 5 to 0.*

**K. TOWN ATTORNEY'S REPORT:**

**6. Ordinance No. 2015-02 – Second/Final Reading – Phillip and Donna Willman Center – Rezoning/CP MOA Amendment to Add the Motor Vehicle, Recreational Vehicle or Boat Storage Land Use – Located at 917 Teague Trail/CR 25, North of Allstor Commerce (Thad Carroll)**

Mayor Kussard announced that this item has been pulled.

Town Manager Kris Kollgaard clarified that Ordinance No. 2015-02 has been tabled to the June 15, 2015 meeting at 6 p.m. at the request of the applicants.

**L. TOWN MANAGER'S REPORT:**

Town Manager Kris Kollgaard reported that she received a notice from the Florida League of Cities about their annual conference to be held in Orlando this year. She stated that although funds were not included in last year's budget, there is enough left in the Commissioners' budget to send a voting delegate to this conference using a Town vehicle, without spending the night.

Commissioner Hannan stated he would like to attend as the voting delegate, and the other Commissioners agreed.

Ms. Kollgaard reported that Growth Management staff will be reviewing and updating the sign ordinance and Land Development Regulations this summer, and will bring recommendations for changes back to the Commission. She stated staff is also still working with the County regarding the access roads.

**M. MAYOR/COMMISSIONER'S REPORT:**

There were no reports.

**N. PUBLIC COMMENTS<sup>iv</sup>**

Mayor Kussard asked if anyone in the audience would like to speak on any item. There were no comments.

**O. ADJOURN:** There being no further discussion, the meeting was adjourned at 6:22 p.m.

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Kristen Kollgaard, Town Clerk

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Ruth Kussard, Mayor

Minutes transcribed by Nancy Slaton, Deputy Town Clerk

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<sup>i</sup>*Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.*

<sup>ii</sup>*This section is reserved for members of the public to bring up matters of concern or comments. It is not limited to items on the agenda and it is open to any concern or comments that the public may have.*

<sup>iii</sup>*All items listed under consent are considered routine by the Town Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Town Commissioner so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.*

<sup>iv</sup>*This section is reserved for members of the public to bring up matters of concern or comments. It is not limited to items on the agenda and it is open to any concern or comments that the public may have.*