

# **WEEKLY MANAGER'S REPORT TOWN OF LADY LAKE, FLORIDA**

**By Bill Lawrence, Town Manager**

**June 22, 2023**

## **DEPARTMENT MANAGER'S REPORT (William Lawrence):**

**Shoutouts this week goes to Dennis Pranouskes** who has been promoted to Sergeant with the Lady Lake Police Department. Congrats to Dennis!

**A final Budget Review** with some department managers was held this week before the budget workshop books are put together for the commission. As Pam has mentioned, we will be presenting a balanced budget using the same mill rate as the previous years.

**Lake County Alert System:** I will place the memorandum of understanding from Lake County on the next commission meeting agenda for further discussion. To recap, Lake County has been providing this alert system through Everbridge. This service was offered and paid for by the State of Florida who cancelled the project due to a system failure. This has left the county in the position to pay the tab if they want to continue the alert system with Everbridge.

## **CLERK'S OFFICE (Nancy Wilson):**

It's been a quiet week. Processing open records requests, lien searches, June 19<sup>th</sup> Commission meeting minutes and preparing for July 3<sup>rd</sup> Commission meeting packet. Always looking ahead to the next meeting.

## **COMMUNICATIONS (Elisha Pappacoda):**

On Monday, the Lake County Communications Team graciously agreed to come out to Snooky Park to film an episode of their popular social media series "Board Shorts." Board of County Commissioners Chairman Kirby Smith spoke with Mike Burske about the park, its amenities, the ribbon-cutting event, and the history of Atticus "Snooky" Blanton. The county will edit and share the piece in July and the Town will be free to post it across its channels to further promote this wonderful new passive recreation facility in the heart of Lady Lake.

I have begun working on interdepartmental emergency response procedures for my department. Before finalizing this document, I plan to work closely with Nancy, as the Clerk's office has some duties and responsibilities that are related to Communications.

My shoutout this week goes to Jan Miller. Jan is a team player who is willing to share her time and knowledge with her peers. This was exemplified this week when she agreed to offer her insights to a counterpart in a neighboring city that is considering hosting an event similar to one Jan has experience with. Thank you, Jan!

This week, I attended the Town Commission meeting and Lake County Fire Rescue Day at the library. Today, I will attend HR's mandatory Reasonable Suspicion Drug and Alcohol Testing training and will meet with the Acting Regional Director for Central Florida for Sen. Marco Rubio's office.

I have been creating content for social media and the website, have responded to several media requests, and we continue to have positive news coverage:

[Faces & Places June 21 | News | midfloridanewspapers.com](#) (711 PD Donation)

[Calendar - June 21 | News | midfloridanewspapers.com](#) (Snooky Park and July 1 fireworks)

[Lady Lake to dedicate Snooky Park in honor of Pearl Harbor Veteran | \(lakeandsumterstyle.com\)](#)

[Lady Lake mayor honored with Lions Club's highest form of recognition - Villages-News.com](#)

**FINANCE (Pam Winegardner):**

No report this week.

**GROWTH MANAGEMENT DEPARTMENT (Thad Carroll):**

This week, the Growth Management Department distributed comments for the Reserve at Hammock Oaks Preliminary Site Plan. The submittal proposes 792 single-family residence lots and 30 townhome lots with 168 total townhome units, for a total of 822 lots and 960 units on approximately 271.87 acres of land. The project is proposed to be developed in eight phases and is located approximately 1.2 miles south of Highway 466, west of Cherry Lake Road and east of Rolling Acres Road. Comments were also distributed for the major modification of Rolling Acres Reserve, a 92-unit multi-family development lying west of Rolling Acres Apartments. Changes proposed include raising grades on the site, modification of the water main and service locations, and a relocation of the lift station.

The building department issued permits this week for the Discount RV Storage/ Lady Lake RV Boat storage located at 650 South Highway 27/44, as well as for the interior remodel of the Publix located at 1118 Bichara Boulevard. A demolition permit was issued for vacated Earth Fare space at 655 North Highway 27/441. The permit is for interior demolition to make way for the future interior renovations that will be forthcoming for the PGA Golf Superstore. The Davis Hearing remodel permit at 309 Orange Avenue will require additional revisions before the permit is issued.

This week, staff issued 49 permits and 128 inspections were conducted in the field. The building department has processed 449 building permits through the CitizenServe portal since the January 17th launch. The code enforcement division opened 7 new cases and worked with property owners to close 5 cases.

**HUMAN RESOURCES (Tamika DeLee):**

The Town of Lady Lake would like to welcome Howard Davis, Jr. to the team. Howard is our new Security Analyst. Human Resources attended the Lake-Sumter SHRM 31<sup>st</sup> Annual Conference this past Wednesday. There were three keynote speakers who presented different human resources topics. "Manager Do's and Don'ts: Compliance Effectiveness & Engagement" was presented by Chad Sorenson. "Why Do They Act That Way?" was presented by Sharon Lovoy. Directors and supervisors will participate in Reasonable Suspicion training that is scheduled for today. Human Resources quote for the week is, "Be the change you wish to see in the world." —Mahatma Gandhi

#### **INFORMATION TECHNOLOGY (John Pearl):**

Staff attended 30 meetings this week, managing multiple ongoing projects.

We welcomed Howard Davis to the team as a Security Analyst. He joins us at a very busy time, and we are grateful to have him aboard.

Shout out to Andy this week as he put in a couple of long days accommodating shift schedules as he continued the rollout of our new mobile phone service and equipment.

Staff from Magellan Advisors continued the onsite fielding and survey work effort (milestone 5 of 9) for the FiberWAN project. They will complete this effort tomorrow.

Wednesday afternoon Leon met with Growth Management staff (Thad, Wendy and Becky) and vendor Citizenserve to continue the Planning and Zoning phase of the Community Development software implementation. Staff worked on Site Plans and Zoning Plat applications and revised various process automations.

John is scheduled to meet with Public Works staff (CT and Butch) and contract engineer Jason Shepler of Mitt Auer & Associates later today to review the data networking improvements planned for the new water and wastewater construction.

#### **LIBRARY SERVICES (Aly Herman):**

While working the desk last week, a patron told me, "We have one of the best libraries" he has ever been to. I may be a slight bit biased, but I do agree with him. I have two meetings today; one is a mandatory Reasonable Suspicion Drug and Alcohol Testing training. Then I have to go to Tavares and attend my monthly county library directors meeting. We had an adult painting class this week and had a full class of 15. Thanks to our volunteer Marsha for teaching the class.

Ruth Patterson had her Author's Round Table. They meet on the 3rd Wednesday of every month. If you want to share your writing work or guidance on starting to write, contact Ruth for more

information. Nancy Brock has Book Talk this afternoon at 2 pm. It's a group of patrons gathering to discuss and give a synopsis of books they enjoy.

My shout-out goes to Station 52 from Lake County Fire Department this week. Lieutenant Jason, Eddie, Josh, and Maximus did an outstanding job. They went over the fire truck and ambulance. They showed equipment, let the kids spray the fire hose, and even let them sit in the fire truck and press the sirens. We had over 200 people show up and had a wonderful time.

Here are the attendance numbers for our children's events this week.

Legos 6/16	21
Tiny Toys 6/20	39
Family Crafts 6/20	18
Lake County Fire Truck 6/21	200
Reading with Scarlett 6/21	10
Dodads Lab 6/22	125

There is no sign-up necessary to attend any of our programs. See Ms. Nicole and Ms. Kourtney at the youth library for more information about how to sign up for summer reading.

[www.facebook.com/lakelakelibrary225](http://www.facebook.com/lakelakelibrary225)

#### **PARKS AND RECREATION (Mike Burske):**

The Parks and Recreation Maintenance Staff have been performing the daily duties associated with the parks. I want to thank Brad Weeks for coming in Saturday evening and fixing the washout by the Dog Park, that could easily have damaged a car.

I am happy to say that the Snooky Park Project came in under the bid prices! We were fortunate to have a great contractor and with the help of Public Works, Parks and Recreation and Neel-Schaffer Engineering, this was made possible.

We will be holding the Snooky Park Ribbon Cutting on June 29<sup>th</sup> at 10AM. This will be a simple event to commemorate the opening of the park. I have met with the Commander of the American Legion concerning the event. Former Commander Joan Sultier will be reading the story of Snooky before it is unveiled at the ceremony.

Van, Brad, and Sam installed the info board about Snooky at the park on Wednesday. They did a great job! Having the sign in place was really moving to all of us who worked to build the park.

We met this morning to discuss the goals for next week and our day-to-day objectives to be ready for the fireworks event on July 1<sup>st</sup>. We will be in good shape.

I had a meeting with James for Zambelli on Tuesday at 6PM. James will be coordinating and managing our show. Their truck will be on-site June 30<sup>th</sup> to begin prepping for the show. The actual charges will be placed in the canisters on Saturday. At 0700 on July 1<sup>st</sup>, we will begin having staff and a gator at the site to make sure that the perimeter is secured. Zambelli will have someone on site for security for the duration of set-up and breakdown. We are a solid go for the event. We are all hoping for a day without rain! The town will be on-site to mow the area as requested at the last meeting. We will also repair any washout areas near the launch site.

**POLICE DEPARTMENT (Chief Steve Hunt):**

Last week the America Legion held its Officer of the Year award ceremony with two of our folks receiving recognition. Sgt. Sarakinis and Officer Chausse both received the award for their efforts in saving a life involving a vehicle fire last year. Jan Miller, Lt. Tempesta, and I also attended the event. We appreciate the support from the American Legion as well as the many other service organizations within our community. I want you all to know how grateful we are for that support, and I want to assure you we do not take it for granted. It is important that we as a department continue to earn that trust and support daily.

We continued the two-week process of conducting a complete inventory of our evidence room. This is a customary procedure whenever we have a "changing of the guard". We decided to wait until the hiring of the new evidence custodian and conduct the audit at the same time. I am pleased to say the audit was 100% and myself and evidence technician Kolb are the current responsible agents. This is an arduous task that is labor intensive. Not only are the two technicians involved but the process mandates additional monitors and safeguards. The only negative component was we realized the evidence area may have some air quality concerns. We are working to access and mitigate any potential problems.

Speaking of audits, Deputy Chief Brough and I have been conducting various checks of some of our systems and learned our emergency call box outside our lobby was not working properly. He quickly assessed the system and had a new box installed promptly. We are working on better signage to direct people in a clear fashion.

I met with two citizens in reference to traffic problems, specifically speeders. We continue to complete special details when we are able.

Due to manpower shortage, DC Brough worked two of his days off, supervising the day shift. I also assisted with partial day coverage. Last Friday, our folks arrested two individuals prior to my arrival and then arrested three additional in the afternoon. The afternoon caper involved the

arrest of folks from Jacksonville who had come over to our area and had shoplifted from several of our stores, items that are valued at thousands of dollars. One fled, one fought, and one surrendered. One of our officers received minor injuries. This group was organized and coordinated. Again, we are experiencing a career criminal component working the 441 "Orange Blossom Trail" corridor in an aggressive manner. I believe this element perceives that because law enforcement is spread thin and because we are a smaller agency that their success will be higher. Also, many of these stores lack loss prevention and or have policies that are attractive to the criminal element. We are going to spread the message; **Criminals are making a big mistake when they come to Lady Lake!**

Related to the above paragraph, we are down to 21 officers sworn. We are allotted for 30 (and I could make an argument that the number is inefficient as the Florida average is approximately 2.5 per 1,000). When we make an arrest, we must transport the arrested person to the jail in Tavares (one-hour round trip), the booking process can take anywhere between 30 minutes to an hour, and then we write reports, apply for search warrants, process evidence, on and on. I share this so that we all can have a better understanding of all that is involved. There is good news, in that we have a few folks in the candidate process. We will continue to work on recruitment and retention. I will have more to share on these topics soon.

Lastly, I am very proud to announce the promotion of Dennis Pranouskes to Patrol Sergeant. Dennis brings a great deal of experience and knowledge and I know he will do a great job serving the department and the community. Congratulations Dennis!

Please visit <https://www.ladylake.org/departments/human-resources/> for more information on job opportunities with the Police Department. Interested applicants can obtain an employment

#### **PUBLIC WORKS/UTILITIES DEPARTMENTS (C.T. Eagle, Director)**

##### **Administration (C.T. Eagle, Director and Peggy Smith, Administrative Assistant to Director)**

Public Works still has job openings, please see the Town's website, or contact Human Resources for more information.

A reminder that updated information regarding the FDOT US 27/441 Road Widening Project can be found here <https://www.cflroads.com/project/238395-5>. Questions and concerns can also be submitted via the website. Projected completion date is early 2024.

##### **Maintenance Department (Ted Williams, Supervisor),**

Performed driveway apron inspections, performed project plan reviews, and coordinated with residents on concerns.

##### **Streets (Kon Scott, Travis Lacey, and Justin Wallace - Lead Operators):**

Crews performed normal duties including patching potholes and road cuts, litter pickup along roadways, cleaning storm drains, mowing right of ways, tree trimming, and patching road cuts.

Trimmed trees on Oak Street and N Clay Avenue.

Assisted setting up Fire Department Day at the Library.

Installed "No Outlet" signs on Palm Aire Dr.

Serviced and prepared equipment to prepare for storm season.

**Facilities Maintenance (Truman Henson, Lead Operator, Tanner Edwards, Operator II, and Phillip Perna, Operator I):**

Staff completed multiple work orders at Town facilities. Converted lights in PD evidence room to LED fixtures. Clean air ducts at PD, installed nine door stops at PD, and plugged unused toilets and sinks in the PD jail cells. Changed batteries in fixtures at Library restrooms.

Continued performing mowing and landscaping activities at Town Hall, Public Works, and the Library.

Continued work on remodeling the Guava Street public restrooms at the playground.

**Motor Pool (Billy Kohler, Lead Mechanic):**

Billy continued servicing and repairing the Town's fleet and equipment.

**Utilities — Water and Sewer (Thomas "Butch" Goodman, Supervisor):**

Completed Utilities Availability Requests from prospective developers, project plan reviews, Certificate of Occupancy close out requests, purchase orders, Monthly Operating Reports for the regulatory agencies, review of Right of Way Utilization Permits, and work orders.

Future potential and already approved development projects coordination is ongoing with the Growth Management Department. Lake Ella Estates, Lady Lake Luxury Apartments, Boulevard Oaks, Getting's RV Storage, Hammock Oaks (multiple phases), Mayfield Property, and Lady Lake Square Apartments.

Completed distribution and submitted Certificate of Deliverance for 2022 Consumer Confidence Report (CCR) for drinking water quality to FDEP.

**Distribution and Collection Systems Field Operations (Robert Barnes, Lead Operator):**

The supervisor and field staff are in continuing and ongoing coordination with the Florida Department of Transportation contractors (Southland) and engineers (Metric) regarding the US 27/441 Road Widening Project.

Completed numerous 811 dig ticket location requests and coordinated for GIS mapping.

Performed weekly testing of emergency equipment and generators.

Completed meter readings, re-reads, meter change-outs, work orders, distributed cut-off notice door hangers, service disconnects for nonpayment, re-connects, and performed service line repairs.

**Water and Wastewater Treatment Plants (Daniel Mykeljord – Lead Water Plant Operator, Darryl Flanders – Lead Wastewater Plant Operator, and Steve Pfouts – Dual Certified Plant Operator)**

Phase Two of the Wastewater Treatment Plant Modifications Project is in process and is on schedule, the estimated completion date is late Spring 2024. Painting crews and electricians continued working on site this week.

Phase Two of the Well #4 and Well #5 Water Treatment Plant Expansion Project. This project will commence work during the week of June 26<sup>th</sup> and is projected to be completed by the end of June 2024, a 12-month project.