

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

**By Bill Lawrence, Town Manager**

**July 6, 2023**

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

**Shoutout this week goes to Officer Erica Orr and Corporal Heather Couch** who were the first officers to respond to the shooting last Friday in Lady Lake. They rendered first aid to the victim who succumbed to his injuries, with complete disregard for their safety.

**July 1<sup>st</sup> Fireworks Event Debriefing** was held Thursday. The safety plan committee reviewed what was great and what areas needed improvements. While I was touring the area that night, I noticed everyone was having a great time. A special thanks to Parks & Recreation.

**The passing of Commissioner Paul Hannan** was sad news this week. Fortunately, Thad and I had a chance to visit and laugh with him one more time last week. I will miss our monthly lunches we had over the years especially the month that he bought. We did not always agree on issues, but we never took it personally. I will miss his laughter. As he would say "Goodbye My Friend".

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

We shared the loss of Commissioner Paul Hannan this week. He will truly be missed by the Town as a very passionate community servant.

Shortened week with the July 4<sup>th</sup> holiday in the middle of the week. Thursday, we had the bid opening for the Train Depot Painting Project; we had four bids. Usual duties of post-Commission Meeting and prepared for next Planning and Zoning meeting.

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

Over the last week, I attended the retirement of Lady Lake Police Department Evidence Tech Rick McCurry, the Snooky Park ribbon cutting and the July 1 Fireworks event.

I would like to give a huge shoutout to Mike and his team, as well as all employees across several departments who worked together to help make this event an overwhelming success. I would also like to thank Aly for allowing us to film the fireworks from the Library for our professional video, which is in the works.

Last week, I mentioned the earned media coverage for the event. This week, I am happy to share we had a total of 17,945 reach for 16 individual posts on our fireworks-related social media posts – all organic with no paid advertising.

Additionally, Google Analytics shows that the fireworks news story on our website was the topmost visited page on the site over the last 28 days, with 4,204 visits.

Jackie and I have begun digging into the content of the website. Our initial goal is to get the current website as updated as possible before the pages are pulled over to the new website several months from now.

Commissioner Hannan received several fitting tributes in the local media, including a mention by the Florida League of Cities in their daily newsletter, and a print story in the Daily Sun. He will be missed.

[Town of Lady Lake mourns the death of Commissioner Paul Hannan | \(lakeandsumterstyle.com\)](https://lakeandsumterstyle.com/town-of-lady-lake-mourns-the-death-of-commissioner-paul-hannan/)

[Lady Lake commissioner dies after battle with pancreatic cancer - Villages-News.com](https://villages-news.com/lady-lake-commissioner-dies-after-battle-with-pancreatic-cancer/)

**FINANCE (Pam Winegardner):**

No report this week.

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

This week, the Growth Management Department distributed comments for Hammock Oaks Phase 2A Improvement Plat, proposing 45 Market Rate Single Family Residential Units, and featuring 50-foot-wide by 120-foot-deep lots. Staff received Revised Plans for Hammock Oaks Improvement Plat Phases 2B & Phase 2C; Phase 2B proposes 114 Townhome Lots features 16-foot-wide by 105-foot-deep and 24-foot-wide by 105-foot-deep lots; and Phase 2C proposes 42 Attached Single Family Lots features 35-foot-wide by 115-foot-deep lots. Also received were revised plans for a New Major Site Plan for a project titled Gettings RV Storage. The project will be located along Old Dixie Highway, on approximately 6.62 Acres and will provide 91 storage spaces, a manager's office, and an on-site manager's residence.

The building department issued permits for Blondies, outside bar area, located at 1063 Main Street in front of The Sharon. The permit was also issued for the Water Treatment Plant Expansion at 136 Skyline Drive and the permit for the façade changes at the El Mercado building was also issued.

This week Code Enforcement has been preparing for the Special Magistrate hearing on Tuesday, July 11<sup>th</sup>; there are six cases on the agenda. Nine code enforcement cases were closed this week, and eight new cases were opened.

**HUMAN RESOURCES (Tamika DeLee):**

The Human Resources department is currently working on benefits renewal for the upcoming year 2023-2024. We have not received all of the renewal rates as of today. The month of July kicks off

employee evaluation time. More information and instructions will be coming soon on this topic. Tuition Reimbursement program is back for fiscal year 2024. Be on the lookout for more details coming soon. A new police officer will be starting on Monday, July 10<sup>th</sup>. Human Resources quote for the week is, "You can have the best strategy and the best building in the world, but if you don't have the hearts and minds of the people who work with you, none of it comes to life." ~Renee West

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

Staff have received access to the RFP-2023-0002 responses and have begun to independently review each of them. We anticipate GFOA prepared summary tables and reports to be delivered shortly.

Wednesday morning John met with Butch Goodman, contract engineer Jason Shepler of Mittauer & Associates and representatives of contractor PWC to confirm the data networking improvements planned for the new water and wastewater construction.

John and Howard met with Eric Simmons of Blue Automation on Wednesday to discuss the Environmental Protection Agency Memorandum on Public Water System Cybersecurity and reviewed the Cybersecurity Performance Goals (CPGs) outlined in the National Security Memorandum on Cybersecurity for Critical Infrastructure.

Wednesday afternoon Leon met with Growth Management staff (Wendy and Becky) and vendor Citizenserve to continue the Planning and Zoning phase of the Community Development software implementation.

Thursday morning John attended the Lake County Technology Planning Team meeting to learn about current broadband infrastructure funding opportunities.

Thursday afternoon John and CT will meet with Magellan Advisors to discuss the current FiberWAN RFP development.

Thursday afternoon John and Howard are meeting with an information security incident response vendor to continue the Security Program Critical Controls Review effort.

Thursday afternoon Leon is meeting with Becky Higgins at the Document Warehouse location at the library to continue planning for phase three of the document scanning effort.

John, Leon and Malina Wright are meeting Thursday afternoon to work through a set of integration issues currently affecting the digital plan review software implementation.

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

We are officially halfway through our children's summer reading programs. It has been the busiest summer in library history. We had 1726 people attend children's programs in June. We had 130 new patron registrations, and 15,405 patrons came through our library in June. During the month of July, the library will forgive library fines for overdue materials in exchange for donations of school supplies. We have already received incredible donations, and all the collected supplies will be donated to The Villages Elementary in Lady Lake.

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

Lego Master 6/30	35
Tiny Tots 7/4	Closed
Family Crafts 7/4	Closed
Storytime 7/5	70
Reading with Scarlett 6/5	16
Wendall Storyteller 6/6	70

Library's Facebook page, [www.facebook.com/lakelakelibrary225](https://www.facebook.com/lakelakelibrary225)

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

This week, the Parks and Recreation Department in coordination with most Town Departments hosted the Lady Lake Fireworks and the festivities associated with the event. It was a good first-year event with great attendance. I do want to give a shout-out to Brad Weeks who coordinated with the fireworks company to get the needed supplies when we had a power issue at the firing site. Brad's quick thinking and efforts made the delay minimal for the spectators.

The Parks and Recreation Department coordinated with the Lady Lake Commission, Congressman Daniel Webster's Office and the American Legion Post 347 to host the ribbon cutting at Snooky Park. This event, in my opinion, gave a great tribute to Snooky while giving a great opening to the park.

The Parks and Recreation Department continues to pack away the supplies from the Fireworks the other evening. This is our priority for the week and is going as coordinated.

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

It was another busy week at the PD and here are a few of the highlights

Deputy Chief Brough (covering a patrol supervisor shift on Sunday) located an unresponsive person near a dumpster at a medical facility. Apparently, the medical business had been discarding unused medical waste and the person had used discarded syringes to inject

pharmaceuticals left in the dumpster. The scene was secured, and we partnered with our code enforcement team and folks from the State to address the issue.

We added a step to our hiring process by adding a Certified Voice Stress Analysis exam. Arrangements were made to have three candidates tested this week. The test is being administered by a neighboring police department free of charge. This is an important test (similar to a polygraph but less expensive) as it will bring additional integrity to our hiring process.

Information was disseminated to our officers in reference to the new constitutional gun carry law that took effect on July 1. I will be working with Elisha to get information added to our media accounts for the public.

We had a small celebration for our retiring evidence technician Rick McCurry. Stories, pictures, and cake were enjoyed by all. We are thankful for Rick's contributions, and we wish him the very best in his new endeavors.

Tamika and I dealt with a few personnel issues.

Our new K-9 Ember was out for a ride getting acclimated to police work. Both Ember and Officer Higgins start training this week!

We were very happy to assist with an amazing firework show! Jan had us all in step with setting up our booth at the Guava location. We handed out many goodies to the children of our community. What a great time to meet folks and to build positive relationships. DC Brough and LT Tempesta were stellar in planning and manning the booth (we do what Jan tells us 😊). We had several officers manning critical areas of concern for the event as well as the on-duty patrol crew handling calls for service. Our team is no short of amazing. Events such as this are great opportunities to interact with the folks that we serve.

Lastly, as you all know we responded to a shooting that left one dead and one wounded. I cannot say enough how proud I was of our first responders; Corporal Couch, Officer Orr, and Officer Thomas did a great job providing first aid and securing an extremely difficult scene. Unless you have experienced these events in real life, it is very hard to describe their complexity. Public safety, officer safety, scene, and evidence integrity, and managing those on scene (victims, involved individuals, bystanders, family members, media, and on and on) are extremely complex in nature. Both DC Brough and I also came in to assist our team. Due to the complexity, we were joined by our partners from the Lake County Sheriff's Department Crime Scene Unit and their Criminal Investigation Unit. The State Attorney Office representatives also responded in addition to the Medical Examiner's Office.

Without any question, the busiest and most important person involved in a homicide investigation is the lead detective. Our very own Detective Matt Duryea has answered the call in

an incredible fashion. He has worked almost literally around the clock as the first few days are so critical. Although I cannot share any investigative details at this time; I can assure you that great progress is being made in the case because of Matt's perseverance and determination. Keep him and the others in your thoughts as they continue to work toward a successful completion of this case. These cases take time, effort, and intellect. They can be trying. The demand on the officers and their families can be immense. Hold them up if you would-they deserve it.

I also wanted to share an event that took place this morning at 3:00 AM. Our officers responded after being called to a residence after an elderly man pointed and threatened his caregiver with a firearm. She was able to escape along with her children. The man loaded up several other guns and barricaded himself in the home. Our officers took up positions and with the assistance of Lake County Sheriff's Office negotiators, the man surrenders peacefully.

I obviously left the two big 'dangerous' calls of the week for the end, but in reality, they are all "dangerous" calls. You have a great police department of which you should be extremely proud., I know I am. As I conclude my second month with the Town, I wanted to say thank you to all who have provided guidance, support, and kindness. It is an honor to work beside some outstanding folks both at the PD and the Town. I am excited about our future. I know if we break down barriers and build relationships there is nothing we cannot accomplish. Consider me your humble servant, Steve.

Please visit <https://www.ladylake.org/departments/human-resources/> for more information on job opportunities with the Police Department. Interested applicants can obtain employment applications by contacting the Human Resources department. Please submit all applications to Tamika DeLee in Human Resources.

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

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

Director's shout out to all the Public Works Staff that participated in the Fireworks Event, it was a very hot day, but you made it happen! Great job and thank you for all that you do.

With all the good news comes the bad, we are all saddened by the passing of Commissioner Paul Hannan this week. He will truly be missed by all of us here in Public Works.

We continue working on obtaining easements and right-of-way dedications for road and utility extensions related to the Lady Lake Luxury Apartments project on US 27/441 and the Mayfield Property development. Staff coordinated with the Town Attorney this week and ordered Title Searches on the related properties.

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

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. The projected completion date is early 2024.

Please note there is new public outreach contact information posted on the website and new lane closure information.

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

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

Investigated reported damage to the roadway by a contractor on Hidden Oaks Drive.

Coordinated staffing assignments for the fireworks event, post-event breakdown, and clean-up. Most of the PW Maintenance staff worked at the event and reported that everything went well, and the public really enjoyed it.

**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.

Set up and prepared area for floor stripping and waxing at the Water Department and Sewer Department.

Replaced speed limit sign on Del Mar Drive.

**Facilities Maintenance (Truman Henson, Lead Operator and Scott Hammick, Operator I):**

Staff completed multiple work orders at Town facilities. Repaired broken sprinklers at Town Hall. Pickup and installed air purifier at the Police Department.

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

**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.

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

The supervisor and field staff are in continuous 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 GIS mapping.

Performed weekly testing of emergency equipment and generators.

Completed meter readings, re-reads, meter change-outs, new meter installs, 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. The Reuse Water System was taken offline last week to complete work on the Ground Storage Tank. The Reuse Water System is now back in service, and work is complete on this portion of the project.

Phase Two of the Well #4 and Well #5 Water Treatment Plant Expansion Project. Work has commenced and is projected to be completed by the end of June 2024.