



**TOWN COMMISSION MEETING AGENDA
TOWN OF LADY LAKE, FLORIDA
MARCH 16, 2026**

Commission Chambers
409 Fennell Blvd., Lady Lake, FL 32159
6:00 PM

PROCEDURE

If you wish to address the Town Commission on any item on the agenda or comment on something not on the agenda you must fill out a Speaker Card and turn it in to the Town Clerk before the agenda item. Speakers will be limited to three minutes. Persons interested in speaking on an item not on the agenda may be heard under “PUBLIC COMMENTS.” Citizen groups are asked to name a spokesperson. Upon being recognized, please approach the dais, state your name and address, and speak clearly into the microphone. The order of agenda items may be changed if deemed appropriate by the Town Commission. Please be respectful of others and silence your electronic devices.

1. CALL TO ORDER

2. INVOCATION Led by Pastor Dr. Paul Harsh II – First Baptist Church of Lady Lake

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS

a. Waste Management — Jose Boscan, Senior Account Executive - Post Freeze Update

5. ROLL CALL

6. CONSENT - (PUBLIC COMMENT TAKEN)

Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one Motion. If discussion is desired by any member of the Commission, that item must be removed from the Consent Agenda and considered separately.

a. Town Clerk — Town Commission Meeting Minutes, March 2, 2026 (Kathy Rosado)

- b. **Town Clerk** — Special Town Commission Meeting Minutes, March 4, 2026 (Kathy Rosado)
- c. **Growth Management** — 2026 Annual Concurrency Report (Thad Carroll)

7. NEW BUSINESS – (PUBLIC COMMENT TAKEN)

- a. **Code Enforcement** — Consideration of reduction of a lien for Code Enforcement Case 23-002832, in the amount of \$11,700 for property located at 103 Caroline Avenue. Violations: Town of Lady Lake Code of Ordinances Sections 20-20(a)(1), Exterior Surfaces Maintained Adequately, and Section 7-67, Trash, Weeds, Vegetation. (Denise Williams)
- b. **Parks and Recreation Department** — Consideration of Approval to Contact Tri County Baptist Church and Negotiate a Price for the 20 Acre Parcel that they have listed on Rolling Acres Road, south of CR 466. (Mike Burske)
- c. **Finance Department** — Log Cabin Renovation (Joella LeDonne)
- d. **Finance Department** — Dog Park at Snooky Park (Joella LeDonne)
- e. **Finance Department** — Patrol Vehicle Replacement (Joella LeDonne)
- f. **Finance Department** — Consideration of Patrol Mobile Data Computer Replacement (Joella LeDonne)
- g. **Finance Department** — Town Hall Office Upgrades (Joella LeDonne)
- h. **Town Manager's Office** — Town Manager Annual Salary Adjustment (William Lawrence)

8. DISCUSSION

- a. **Town Attorney/Public Works** — Working Draft Amendment between Fruitland Park and Lady Lake Concerning Wastewater Treatment Facility (CT Eagle)

9. MAYOR AND COMMISSIONER'S REPORTS

10. TOWN MANAGER'S REPORT

11. TOWN ATTORNEY'S REPORT

12. PUBLIC COMMENTS

This section is reserved for members of the public to bring up concerns or comments on any matter. The time limit for such comments is (3) minutes and only those members of the

public who submitted a request to speak to the Clerk in writing on the Town's approved form will be permitted to speak. Please be courteous and respectful of the views of others. Personal attacks on the Town Commission, Town Staff, or members of the public are not allowed.

13. ADJOURN

NOTICES: Pursuant to Section 286.0105, Florida Statutes, If a person decides to appeal a decision made with respect to any matter considered at the above meeting or hearing, he/she may need a verbatim record of the proceedings including the testimony and evidence, a record of which is not provided by the Town of Lady Lake. (F.S. 286-0105) One or more members of any other Town Board or Committee may be in attendance at this meeting but will not be conducting business.

In accordance with the Americans with Disabilities Act (ADA), persons with a disability needing special accommodation to participate in the Town Commission meeting should contact the Town Clerk's Office, 409 Fennell Boulevard, Lady Lake, FL 32159, Telephone: (352)751-1501, Email: krosado@ladylake.org not later than 48 hours prior to the proceedings. If you are hearing or voice impaired, contact the relay operator at 7-1-1 or for a telecommunications device contact (352) 751-1565.

Please contact the Town Clerk's Office with any questions at 352-751-1501. This meeting is being conducted in a handicapped accessible location. Any handicapped person requiring special accommodation or an interpreter for the hearing or visually impaired should contact the Clerk's Office at least two days prior to the meeting. To access a Telecommunication Device for Deaf Persons (TDD), please call 352-751- 1565.

1 **DRAFT MINUTES OF THE TOWN COMMISSION MEETING**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **March 2, 2026**

4 The regular meeting of the Lady Lake Town Commission was held in the Commission
5 Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida, with Mayor Freeman
6 presiding. The meeting convened at 6:00 p.m.

7 **1. CALL TO ORDER**

8 **2. ROLL CALL**

Commissioner (Ward)	Present
Regan (Four)	YES
Roberts (One)	YES
Sage (Five)	YES
Freeman (Three)	YES

9 **STAFF PRESENT**

10 Bill Lawrence, Town Manager; Kathy Rosado, Town Clerk; Thad Carroll, Growth Management
11 Director; Becky Higgins, Senior Planner; Lady Lake Police Chief Steve Hunt; Lady Lake Deputy
12 Police Chief Jason Brough; Lt. Allen Greene, Lady Lake Police Department; C.T. Eagle, Public
13 Works Director; Joella LeDonne, Finance Director; Tamika DeLee, Human Resources Director;
14 Elisha Pappacoda, Communications Director; and Carol Osborne, Deputy Town Clerk.

15 Town Attorney Taylor Tremel was also in attendance.

16 **3. INVOCATION**

17 Led by Father Gregory Koon - St Alban's Anglican Church

18 **4. PLEDGE OF ALLEGIANCE**

19 **5. PRESENTATIONS**

- 20 a. **PROCLAMATION – Irish American Heritage Month**
- 21 b. **PROCLAMATION – Woman's History Month**
- 22 c. **PROCLAMATION – Flood Awareness Week, March 9-15, 2026**

23 The proclamations were read aloud by Mayor Ed Freeman.

24 **6. CONSENT – (Public Comment Taken)**

1 **a. Town Clerk** — Approval of the Town Commission Workshop Minutes — February 18,
2 2026

3 **b. Town Clerk** — Approval of the Town Commission Meeting Minutes — February 18, 2026

4 **c. Parks & Recreation Department** — Consideration of New Song Community Church to
5 Utilize the Log Cabin for Easter Sunrise Services on the Morning of April 5, 2025. (Mike
6 Burske)

7 **Upon a motion by Commissioner Regan and seconded by Commissioner Roberts, the**
8 **Commission approved the Consent Agenda as presented. Motion carried 4-0.**

9 **7. NEW BUSINESS — (Public Comment Taken)**

10 **a. Town Clerk's Office** — Service Agreement with Orange Data to perform Lien Searches
11 (Kathy Rosado)

12 Town Clerk Kathy Rosado stated that staff met with representatives from Orange Data, a
13 company that specializes in performing lien searches for third parties. The searches include
14 inquiries related to code enforcement, building permits, utilities, and any associated lien
15 statute. These requests are currently processed directly by town staff at no cost to the
16 requester. This is a time-consuming task that diverts staff resources from other essential
17 duties. She stated that she polled other municipalities to find the cost they were charging for
18 lien searches, and the range was \$25 up to \$125.

19 Ms. Rosado stated that under the proposed agreement, Orange Data will assume
20 responsibility for fulfilling the lien search requests at a cost of \$100 per request, retaining \$20
21 as compensation for their services, and will remit \$80 per search to the Town monthly. This
22 agreement ensures the Town continues to receive its established lien search revenue while
23 reducing staff workload. The agreement will take effect on March 15, 2026.

24 David Jones, Operations Manager with Orange Data

25 Mr. Jones reiterated that this is a no-cost service to town residents. He stated that they
26 provide this service to over 50 municipalities throughout Florida. They have been in business
27 for over 10 years and have not lost one client.

28 Commissioner Roberts inquired where the company is based.

29 Mr. Jones stated the company is based in Sarasota, and that he works out of Orlando. The
30 company has clients from the panhandle to southeast and southwest Florida.

31 Mayor Freeman inquired if the company is bonded, and what is the timeline for processing a
32 lien search request.

1 Mr. Jones stated that the service agreement outlines the insurance coverage as Orange Data
2 takes responsibility for the reports produced on behalf of the town. The lien searches
3 typically take approximately eight hours to complete.

4 Commissioner Sage inquired to how many lien search requests does the town receive
5 monthly.

6 Ms. Rosado stated that approximately 15 lien searches are received monthly.

7 Town Manager Bill Lawrence stated with the possibility that Florida voters will pass a law to
8 eliminate ad valorem taxes, this alternative revenue source will aid in supplementing the
9 general fund.

10 **Upon a motion by Commissioner Roberts and seconded by Commissioner Sage, the**
11 **Commission approved the Service Agreement with Orange Data to perform Lien Searches.**
12 **Motion passed by a vote of 4-0.**

13 **b. Growth Management — Ordinance 2026-01 – First Reading – Rezoning – Hammock**
14 **Oaks Commercial Park PUD Amendment — An ordinance amending the permitted uses**
15 **for certain property being approximately 3.072 acres owned by VSI Lady Lake, LLC;**
16 **Referenced by a portion of Alternate Key 3957598; Located south of County Road 466,**
17 **east Cherry Lake Road, and north of Copacabana Road; Amending the commercial**
18 **permitted uses of the Planned Unit Development (PUD) Memorandum of Agreement.**
19 **(Thad Carroll)**

20 Growth Management Director Thad Carroll stated that the applicant is Craig Brashier with
21 NV5, on behalf of property owner VSI Lady Lake, LLC. The current zoning designation is
22 Planned Unit Development (PUD). The property is currently vacant although it is currently
23 under construction.

24 Growth Management staff recommends approval of Ordinance 2026-01.

25 Mr. Carroll stated that the Memorandum of Agreement (MOA) stipulates all the allowable uses
26 within the PUD. He stated that there are six parcels to be developed in this PUD, and the
27 location of the subject business is along CR 466, across from the Spring Arbor subdivision.

28 Mr. Carroll explained that the request is to modify the uses under the PUD's zoning
29 classification to allow Motor Vehicle Service Centers. He clarified that the property has an
30 extensive list of possible uses, allowing the owner to contact with various potential tenants
31 without having to ask the Commission to add a new use.

32 Mr. Carroll explained that the motor vehicle service center is an establishment engaged in the
33 service of motor vehicles including minor adjustments, oil change, tune-ups, wheel alignment
34 and balancing, tire changing and repair, installation of exhaust systems parts, brake linings,

1 electrical repairs, and the like and allowing over the counter sale and installation of new
2 replacement parts, equipment and accessories. He stressed that engine rebuilding, body
3 service work or repainting, sale of vehicles or the outside storage of same, or the outside
4 storage of parts and equipment other than for temporary display purposes shall be
5 prohibited.

6 Zoning Designations of Adjacent Properties — **North:** Mixed Residential Medium Density (MX-
7 8); **East:** Planned Unit Development (PUD); **South:** Planned Unit Development (PUD); **West:**
8 Sumter County Master Planned District (MPD)

9 Past Actions — The Technical Review Committee found that Ordinance 2026-01 was ready for
10 transmittal to the Planning and Zoning Board.

11 Public Hearings — The second and final reading is scheduled for Monday, March 16, 2026, at
12 6:00 p.m.

13 At the February 9, 2026, meeting, the Planning and Zoning Board voted 5-0 to forward
14 Ordinance 2026-01 to the Town Commission with the recommendation of approval.

15 Mr. Carroll distributed an email he received from residents of the Spring Arbor subdivision
16 opposing this proposed use. The email cited potential noise and traffic issues, such as U-
17 turns. He stated that many Spring Arbor residents attended the February 9 Planning and
18 Zoning meeting.

19 Mr. Carroll stated that years ago, residents near LaGrande Boulevard were concerned about
20 the noise from a new vehicle service center in their area. He stated that the distance from the
21 proposed service center in the Hammock Oaks Commercial Park to the Spring Arbor
22 subdivision and The Villages is in excess of 150 feet, in addition to four lanes of traffic. He
23 stated that town code states if these developments about a residential subdivision,
24 documentation regarding the decibel levels is required so the town can address any excessive
25 noise. He stated that staff does not foresee excessive noise from the proposed motor vehicle
26 service center.

27 Commissioner Regan asked for clarification regarding “temporary display services.” He
28 stated he is concerned with vehicles in the parking lot for an extended period.

29 Mr. Carroll stated this could be special advertisement for services.

30 Commissioner Sage stated that he is concerned with the noise from the air guns.

31 Mr. Carroll reiterated that the Spring Arbor subdivision is approximately 150 feet across CR
32 466. He stated that there has not been any complaints of noise from the residents near the
33 vehicle service center near LaGrande Boulevard.

1 Commissioner Roberts stated that she understands the residents' concerns and would like
2 time to observe the noise level at the service center at LaGrande Boulevard. She stated that
3 she would like to speak to her constituents in Spring Arbor as well.

4 Commissioner Roberts confirmed with Mr. Carroll that there will not be a special curb cut for
5 the overall development.

6 Mr. Carroll stated that what has been approved by the County will remain. There would not
7 be a curb cut for this proposed business.

8 Romy Garraud, Project Planner with NV5

9 Ms. Garraud requested that this item be tabled to a future date to allow the applicant to
10 provide the necessary analysis confirming that the proposed vehicle service project would
11 not cause a disturbance to the surrounding community. She stated that there will not be any
12 modifications to access the development or an increase in traffic.

13 **Upon a motion by Commissioner Roberts and seconded by Commissioner Regan, the Town**
14 **Commission voted to table Ordinance 2026-01 to the April 6, 2026, Town Commission**
15 **meeting. Motion passed by a vote of 4-0**

16 **c. Growth Management** — Waiver request to Section 3-3(e) of the Town's Land
17 Development Regulations, for subject property being 24.91 acres located on Teague
18 Trail/CR 25, which provides that applications for rezoning which are withdrawn after notice
19 of a Planning and Zoning hearing or denied by the Town Commission, may not be re-filed
20 for a period of twelve (12) months, including any rezoning application concerning the same
21 property in whole or in part. (Thad Carroll)

22 Growth Management Director Thad Carroll stated that this application was scheduled to be
23 presented to the Planning and Zoning Board on November 10, 2025. He stated that the
24 applicant requested that this item be tabled due to certain aspects of the application that
25 needed to be addressed to get the proper densities and layout. Modifications were made and
26 the item was again tabled at the request of the applicant. He stated that the property was
27 posted and the surrounding property owners were notified by mail.

28 Mr. Carroll stated that this item has not been presented to the Planning and Zoning Advisory
29 Board.

30 Mr. Carroll explained that the town code stipulates that when the adjacent property owners
31 are notified and the property is posted, the applicant has a 12-month bar to refile the
32 application. Therefore, based on the date of their withdrawal request, the earliest that this
33 item could be heard is January 2, 2027. He stated that he cannot divulge the aspects of the

1 proposed project because it needs to heard and considered when the rezoning application is
2 presented.

3 Mayor Freeman inquired if there has been communication from the adjacent property
4 owners.

5 Mr. Carroll replied affirmatively. He stated that there have been general inquiries regarding
6 what is planned for the property. He stated that they were not given the chance to voice their
7 concerns because this item was not presented at a public meeting.

8 Commissioner Regan verified with Mr. Carroll that this item was not presented to the
9 Planning and Zoning Board.

10 Mr. Carroll replied affirmatively adding that there were some aspects of the application that
11 staff found did not comply with the LDRs. The applicant contacted staff requesting to
12 withdraw their application during the time the revisions were being completed.

13 Commissioner Roberts verified with Mr. Carroll that granting this waiver request will enable
14 the applicant to submit their application now instead of waiting the required time period.

15 Mr. Carroll replied affirmatively.

16 **Upon a motion by Commissioner Roberts and seconded by Commissioner Sage, the**
17 **Commission approved the waiver request to Section 3-3(e) by the following roll call vote:**

Commissioner (Ward)	Vote
Regan (Four)	YES
Gourlie (Two)	YES
Roberts (One)	YES
Freeman (Three)	YES

18 **Motion passed by a vote of 4-0**

19 **8. MAYOR AND COMMISSIONER’S REPORT**

20 Commissioner Regan stated that he and Mayor Freeman attended the ribbon-cutting
21 ceremony at Hammock Oaks. He stated that it is a well-planned development.

22 Commissioner Roberts stated that she attended the Grand Opening of the Lady Lake
23 Children’s Library. She stated that it was a nice ceremony and a great tour of the facilities.
24 She thanked Library Director Aly Herman and the library staff for organizing this great event.

25 Mayor Freeman stated that he attended the Grand Opening of the Lady Lake Children’s
26 Library and the Hammock Oaks ribbon-cutting ceremony. He stated that both events were
27 wonderful.

1 **9. TOWN MANAGER’S REPORT**

2 Town Manager Bill Lawrence acknowledged the Facilities Maintenance staff and IT staff for
3 their work moving the finance and utilities departments to their new locations in the town
4 hall.

5 Mr. Lawrence stated the Special Commission meeting is on Wednesday, March 4 at 2 p.m. for
6 the Utilities Master Plan.

7 Spring Concert Series at Snooky Park begins March 7, 11 a.m. to 2 p.m. Musical entertainment
8 is Decade of Soul. The musical entertainment on March 21 is Peace of Woodstock.

9 March 24 – Special Election for Commissioner for Ward 2.

10 March 28 - Adult Easter Egg Scavenger Hunt from 9 a.m. – 1 p.m. at Snooky Park.

11 March 28 - Easter Extravaganza from 11 a.m. – 1 p.m. at Snooky Park.

12 **10. TOWN ATTORNEY’S REPORT**

13 No report.

14 **11. PUBLIC COMMENTS**

15 Pastor Dr. Paul Harsh, First Baptist Church of Lady Lake

16 Dr. Harsh expressed his opinion against homosexuality.

17 David Kinder, 108 Shiloh Ave., Lady Lake

18 Mr. Kinder expressed his opinion against homosexuality.

19 Jeff Andrulonis, 1275 Russell Loop, The Villages, Sumter County

20 Mr. Andrulonis expressed his opinion against homosexuality.

21 Sylvester Edwards, 450 N. Clay Ave., Lady Lake

22 Mr. Edwards expressed his opinion against homosexuality.

23 **12. ADJOURN**

24 There being no further business to discuss, the meeting adjourned at 6:55 p.m.

25 _____
26 Kathleen Rosado, Town Clerk

27 _____
28 Ed Freeman, Mayor

1 **DRAFT MINUTES OF THE SPECIAL TOWN COMMISSION MEETING**
2 **TOWN OF LADY LAKE, FLORIDA**

3 **March 4, 2026**

4 The special meeting of the Lady Lake Town Commission was held in the Commission
5 Chambers at Lady Lake Town Hall, 409 Fennell Blvd., Lady Lake, Florida, with Mayor Freeman
6 presiding. The meeting convened at 2:00 p.m.

7 **CALL TO ORDER**

8 **ROLL CALL**

Commissioner (Ward)	Present
Regan (Four)	YES
Roberts (One)	YES
Sage (Five)	YES
Freeman (Three)	YES

9 **STAFF PRESENT**

10 Bill Lawrence, Town Manager; Kathy Rosado, Town Clerk; Thad Carroll, Growth Management
11 Director; Becky Higgins, Senior Planner; C.T. Eagle, Public Works Director; Mike Burske, Parks
12 and Recreation Director; Lady Lake Police Chief Steve Hunt; Elisha Pappacoda,
13 Communications Director; Joella LeDonne, Finance Director; Brandi Carson, Assistant
14 Finance Director; Butch Goodman, Utilities Supervisor; Tamika DeLee, Human Resources
15 Director; and Carol Osborne, Deputy Town Clerk.

16 Growth Management Director Thad Carroll explained how the Town determines its ability to
17 support new developments. He explained that when an application is received, the Public
18 Works director reviews it along with the land use amendment and rezoning applications to
19 determine if the tanks' current flow can accommodate the projected need. He stated the
20 school board also reviews the application to determine if there is capacity for the projected
21 new students. If the plat progresses through the process from preliminary plat, to
22 improvement plan, to final plat, the capacity is encumbered in perpetuity.

23 Mr. Carroll stated that many developments do not come to fruition. Therefore, the capacity is
24 not encumbered until the time of payment by the applicant, at which time the town is
25 obligated to service that project.

26 Mr. Carroll explained the town's current average daily flow rates and capacity situation:

- 1 • 614,338 average daily flow of sewer.
- 2 • 686,070 average daily flow of sewer outstanding with platted development.
- 3 • 631,285 reserved through agreements.
- 4 • Town has permitted capacity of 1.2 MGD in current plant.
- 5 • Town has 400,000 gpd through agreement with the Villages (i.e., 1.6 MGD is available
- 6 on paper.

7 Other Considerations:

- 8 • Expansion and/or upgrades to water and sewer systems will be required even in no
- 9 growth scenarios. Capital investment will always be needed.
- 10 • Treatment costs will continue to increase over time, as do gas prices and the prices of
- 11 other utilities. Thus, fees are adjusted over time. Users will incur these costs, not every
- 12 taxpayer of the Town.
- 13 • Timing of the construction of a new plant is important. If it is built too early the
- 14 percentage of necessary flow (roughly 30%) may not be enough to keep the plant
- 15 operational; further, if construction halts, the revenues needed to finance the debt
- 16 may not be collected.
- 17 • Construction of a new plant will likely be financed by a variety of funding sources,
- 18 including grants, State Revolving Fund, and bonds. Repayment of these financing
- 19 instruments will likely be from the new development (impact fees) and utility
- 20 revenues.

21 Mr. Carroll stated that though not being considered at the present time, should a small
22 amount of supplemental financing be required from reserves, it could be argued that in some
23 capacity all Town residents indirectly benefit when businesses who utilize our central utility
24 choose Lady Lake. The vision of the plant expansion in 2006 opened the door for commercial
25 development, including Village Crossroads, Lady Lake Crossing, Lady Lake Commons, Sam's
26 Club, and many professional and medical offices along the CR 466 corridor. These
27 developments have created numerous local jobs and offer a variety of opportunities for
28 shopping and dining that can be enjoyed by all.

29 **A. Presentation – Water, Wastewater, and Reclaimed Water Planning Update and**
30 **Recommendations. (Jason Shepler, Town Engineer, CPH)**

31 Town Engineer Jason Shepler reviewed historic water and wastewater flows from December
32 2010 through January 2026. He also reviewed the current and future development projects.
33 He stated that all these totals include Fruitland Park.

1 **Water System Capital Improvement Recommendations – Water Treatment Plant 4**

- 2 • Two Groundwater wells (16”/1,000 gpm/EA)
- 3 • Two 0.40 million gallon (MG) ground storage tanks (GST)
- 4 • Three high service pumps (750 gpm/EA) with expansion capabilities
- 5 • Associated support components (Electrical, instrumentation, generator)
- 6 • \$15.3Million; Complete by 2030; Determine Funding Approach
- 7 • Start property acquisition review (2026-2027)
- 8 • Consumptive Use Permitting in Process
- 9 • Per- and Polyfluoroalkyl (PFAS) Monitoring

10 **Reclaimed Water System Capital Improvement Recommendations**

- 11 • System interrelated to Wastewater System/Effluent Disposal.
- 12 • Monitor reclaimed water demands. Reclaimed Water Service Area (RWSA) maturation
13 process underway.
- 14 • Wet-weather disposal capacity increase required. 40 acres estimate pending
15 geometry, setbacks, geotechnical review. Start property acquisition review (2026-
16 2027).
- 17 • Reclaimed Water Transmission Main Extension to be coordinated with development
18 activities. \$1.5M capital estimate.
- 19 • Reclaimed Water Operational Storage Expansion. Part of Wastewater System
20 Expansion Project. 5 million gallon target. 1.2 million gallon existing capacity.

21 **Wastewater System Capital Improvement Plan Recommendations**

- 22 • Collection System Action Plan (CSAP); FDEP Compliance Requirement
 - 23 ○ Annual expenditure to survey collection system.
 - 24 ○ Sanitary Sewer Evaluation Survey (SSES)
- 25 • WRF Expansion, Phase 3; 3.0 MGD (AADF)
 - 26 ○ \$90.415M; Multi-year process; recommend starting the design and permitting
 - 27 ○ Offsite RIB Expansion
 - 28 ○ Monitoring Reclaimed Water system Demands
 - 29 ○ 3.0 MGD AWT WRF

- 1 ○ Membrane Bioreactor (MBR)
- 2 ○ Maximizes existing tankage
- 3 ○ Three alternatives evaluated
- 4 • Basin Management Action Plan (BMAP) Compliance
 - 5 ○ Septic Tank Phase Out (STPO) projects
 - 6 ○ 10 Total Project Areas; \$61.376M for near-term compliance (STPO 1 thru 6)
 - 7 ○ Springs BMAP – Silver Springs, Silver Springs Group, and Upper Silver River
 - 8 ○ Nutrient Reduction BMAP – Upper Ocklawaha Basin
 - 9 ○ Focus on nutrient reductions
 - 10 ○ Town submitted BMAP Remediation Plan to FEP on July 2024
 - 11 ○ Septic tank or onsite sewage treatment and disposal system abatements
 - 12 ○ Higher nutrient reductions at WRF
 - 13 ▪ Anticipating eventual advanced wastewater treatment requirements
 - 14 ▪ Targeting Total Nitrogen <3 g/L and Total Phosphorus <1 mg/L (key
 - 15 regulatory requirement
- 16 • Lift Station 1 Expansion and Improvements
 - 17 ○ \$7.42M estimated
 - 18 ○ Wet Well Expansion; Pumping Improvements; Resiliency Improvements

19 **Complete buildout and total cost estimate - \$164,963,000**

20 **Key Regulatory Considerations**

- 21 • Coupled with consumptive use permit (CPU) requirements
- 22 • Non-essential (irrigation) demands to be addressed via reclaimed water
- 23 • Wet-weather and drought condition management requires capital projects

24 **Funding Sources** — FDEP State Revolving Fund; FDEP Water Quality Improvement Grants;
25 FDEP Alternative Water Supply Grants; FDEP Springs restoration Grants; Legislative
26 Appropriations; Utility Bonds.

27 Commissioner Sage stated that the town commission voted to extend the agreement with
28 Fruitland Park for two years, yet they are included in this proposal. He inquired if the town
29 will be processing their wastewater in 2030.

1 Public Works Director C.T. Eagle replied affirmatively and explained that a new agreement
2 with Fruitland Park is currently being drafted.

3 Town Manager Bill Lawrence advised that Town Attorney Derek Schroth has been negotiating
4 a new agreement with Fruitland Park. He stated the final draft will be presented to the
5 commission at an upcoming meeting.

6 Mayor Freeman inquired if Fruitland Park has begun planning for the construction of their
7 wastewater treatment plant.

8 Mr. Lawrence stated that they have begun developing a master plan.

9 Mr. Eagle stated that he has been in contact with the Fruitland Park's engineer for the project,
10 which is how they obtained the figures included with Mr. Shepler's presentation. He
11 concurred that the commission extended the agreement to 2028 and realistically it is not
12 enough time to build a wastewater treatment facility within that timeframe.

13 Commissioner Sage stated that this issue has been discussed frequently and inquired if they
14 have made any progress toward beginning this project.

15 Mr. Shepler stated that they are currently in the planning stage.

16 Mr. Lawrence clarified that the 10-year contract with Fruitland Park will end in September
17 2026. The commission extended it two additional years. He reiterated that it is not enough
18 time to complete a project of this size.

19 Commissioner Sage stated that the town's LDRs stipulate developers are required to have the
20 reservoirs throughout a development. He inquired if one 40 acre parcel would be sufficient for
21 the reclaimed water requirements.

22 Mr. Shepler stated that what is presented looks similar to the rapid infiltration basin. The
23 District no longer allows reclaimed water and stormwater to comingle these facilities. He
24 stated that these are the stormwater management facilities for the development. One 40 acre
25 parcel would accommodate this project, divided into up to four sections. This property's
26 functionality, in part, would encompass reject storage and effluent disposal.

27 Commissioner Regan inquired how many town residents have a septic system. He verified
28 with Mr. Shepler that these residents are required to connect to town utilities when the
29 wastewater lines are constructed. He inquired how it would be funded if a resident cannot
30 afford the connection.

31 Mr. Shepler replied affirmatively noting that there are approximately 1500 properties
32 currently that have septic systems. He stated that there may be grants available to aid with
33 the connections, among other options such as the town absorbing the costs.

1 Commissioner Roberts referred to Mr. Shepler’s comment that the town may not qualify for
2 certain funding based upon the financial level of the residents of this area. She inquired if this
3 applied to all Lady Lake residents or the residents of Lady Lake that utilizes the town utilities.
4 She stated that The Villages portion of Lady Lake has their own water system, which alters the
5 financial component.

6 Mr. Shepler stated that The Villages portion of Lady Lake will be excluded. He stated they will
7 identify the low to moderate income for the service territory by reviewing the census records.

8 Commissioner Sage inquired if the town could provide financing to the residents who must
9 connect to town utilities.

10 Mr. Shepler stated that there are several affordable options. He stated that the town attorney
11 would advise the commission of the legal restrictions.

12 Commissioner Roberts stated that the projected revenues and debt coverage tables indicate
13 a significant increase in 2029-2030.

14 Mr. Shepler stated that the totals are reflective of the rate increases. The significant increase
15 is the beginning of the rate increase when the debt service is collected.

16 Mr. Eagle stated that proposals for a wastewater impact fee study and water and sewer rate
17 study are forthcoming. He stated that the most recent increase in wastewater impact fees
18 was in 2020. He stated that it is imperative to begin the engineering and design for the
19 wastewater plant, along with locating property for the projects.

20 **Upon a motion by Commissioner Roberts and seconded by Commissioner Sage, the**
21 **Commission approved the Water, Sewer, and Reuse Master Plans and Clean Water**
22 **Facilities Plan as presented by CPH. Motion carried 4-0.**

23 **ADJOURN**

24 There being no further discussion, the meeting adjourned at 3:15 p.m.

25 _____
26 Kathleen Rosado, Town Clerk

27 _____
28 Ed Freeman, Mayor



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Growth Management — 2026 Annual Concurrency Report (Thad Carroll)

AGENDA ITEM ID

2026-78

DEPARTMENT

Growth Management

SUMMARY

Concurrency is a finding that the public facilities and services necessary to support a proposed development are available, or will be made available, concurrent with the impacts of the development. No final development order shall be granted for a proposed development until there is a finding that all public facilities and services included in the Concurrency Chapter of the Land Development Regulations have sufficient capacity at or above their adopted level of service to accommodate the impacts of the development, or that improvements necessary to bring facilities up to their adopted level of service will be in place concurrent with the impacts of the development, as defined in the Land Development Regulations, Chapter 4, Section 2, (d) 4.

The Levels of Service (LOS) for the requisite concurrency items include sanitary sewer, solid waste, drainage, and potable water. Concurrency requirements for Transportation, Parks and Recreation, and Schools have been removed, but remain optional for local governments. The Town of Lady Lake has elected to continue the implementation of concurrency for these facilities.

The attached report is presented under the requirements of Chapter 4, Section 2, (d) 4 and Chapter 4, Section 6 of the Land Development Regulations stating that Town staff shall be responsible for annually reporting the status of all public facilities capacities covered under the Concurrency Management System to the Town Commission and the general public. This report is for the period March 1, 2025, through February 28, 2026.

STAFF RECOMMENDATION

The 2026 Annual Concurrency Report is strictly informational and is provided to the Town Commission in accordance with the requirements of the Land Development Regulations, Chapter 4, Section 2, (d) 4 and Chapter 4, Section 6.

FISCAL IMPACT

None

FUNDING SOURCE

None

2026 ANNUAL CONCURRENCY REPORT

To: Lady Lake Town Commission

From: Department of Growth Management

Date: March 16, 2026

LAND DEVELOPMENT REGULATIONS CHAPTER 4, SECTION 3:

ADOPTED LEVEL OF SERVICE STANDARDS

The adopted level of service standards for those public facilities for which concurrency is required shall be as established in the Town's Comprehensive Plan and as follows:

A) ROADS/TRAFFIC CIRCULATION

Functional Classification	Level of Service
Principal Arterial	D
Minor Arterial	D
Major Collector	D
Minor Collector	D
Local	D

B) SANITARY SEWER

One hundred gallons per day, per resident.*

C) SOLID WASTE

Four pounds per capita, per day.*

D) STORMWATER DRAINAGE

Compliance with Chapter 40C-42 and Chapter 40C-4, F.A.C. and Chapter 17-25, F.A.C.

E) POTABLE WATER

One hundred gallons per day, per resident for residential land uses.*

Eight hundred fifty gallons per commercial acre for commercial land uses.*

*Adjustments to these estimates may be made based on special information supplied by the applicant.

F) RECREATION FACILITIES

Four acres per 1,000 residents.

G) SCHOOLS

The interlocal agreement states that, “The Level of Service (LOS) standard to be used by the County and the School Board to implement school concurrency shall be as follows:

(1) Elementary:

100% of permanent Florida Inventory of School (FISH) capacity. If core dining capacity is available in excess of FISH capacity, the school capacity shall be increased to 125% of FISH capacity by adding seats located in temporary student stations so long as the total capacity does not exceed core dining capacity.

(2) Middle:

100% of permanent FISH capacity. If core dining capacity is available in excess of FISH capacity, the school capacity shall be increased to 125% of FISH capacity by adding seats located in temporary student stations so long as the total capacity does not exceed core dining capacity.

(3) High:

100% of permanent FISH capacity. If core dining capacity is available in excess of FISH capacity, the school capacity shall be increased to 125% of FISH capacity by adding seats located in temporary student stations so long as the total capacity does not exceed core dining capacity.

LEVEL OF SERVICE SUMMARY

TRANSPORTATION

Most roadway segments within the Town of Lady Lake are operating at a Level of Service “C” as analyzed by the peak hour directional volumes. One roadway segment operates at a Level of Service D, Griffin Avenue from Highway 27/441 to County Road 25.

Town staff have been coordinating with developers and Lake County Public Works to prioritize future improvements to Rolling Acres Road. The following descriptions regarding LOS have been provided below (see attached segment analysis based on the Lake County Traffic Counts, Public Works Department Website — 2024)¹.

¹ Traffic Counts for 2025 were not available this year from Lake County. The MPO is currently in the process of updating traffic count data.

- **Level of Service A:** Highest LOS which describes primarily free-flow traffic operations at average travel speeds. Vehicles are completely unimpeded in their ability to maneuver within the traffic stream. Stopped delay at intersections is minimal.
- **Level of Service B:** Represents reasonably unimpeded traffic flow operations at average travel speeds. The ability to maneuver within the traffic stream is only slightly restricted and stopped delays are not bothersome. Drivers are not generally subjected to appreciable tensions.
- **Level of Service C:** Represents stable traffic flow operations. However, the ability to maneuver and change lanes may be more restricted than in LOS B, and longer queues and/or adverse signal coordination may contribute to lower average travel speeds. Motorists will experience appreciable tension while driving.
- **Level of Service D:** Borders on a range in which small increases in traffic flow may cause substantial increase in approach delay and, hence, decrease in speed. This may be due to adverse signal progression, inappropriate signal timing, high volumes, or some combination of these.
- **Level of Service E:** Represents traffic flow characterized by significant delays and lower operating speeds. Such operations are caused by some combination of adverse progression, high signal density, extensive queuing at critical intersections, and inappropriate signal timing. For planning purposes, this LOS equals lane capacity.
- **Level of Service F:** Represents traffic flow characterized by extremely low speeds. Intersection congestion is likely at critical signalized locations, resulting in high approach delays. Adverse signal progression is frequently a contributor to this condition.

SANITARY SEWER/REUSE

The adopted LOS is 100 gallons per day, per resident. The Town has 400,000 gallons per day of "reserved" wastewater treatment capacity at Villages Center Community Development District (VCCDD). The Town also operates a 1.2 million gallons per day wastewater treatment plant (permitted capacity) which provides wastewater treatment capacity in addition to the reserve capacity with the VCCDD. The average daily "flow" produced by the Town was approximately 614,000 gallons per day during the last year (Source: CPH Engineering Report — March 4, 2026). The average daily flow of Reuse was 581,000 gallons per day.

SOLID WASTE

The adopted LOS is 4.0 pounds per capita, per day. The Town of Lady Lake contracts Waste Management, Inc. for collection and disposal of solid waste. Refuse is presently taken to the

Lake County Incinerator which has more than sufficient capacity for solid waste generated by Lady Lake.

POTABLE WATER

The adopted LOS is 100 gallons per day (gpd), per resident, and 850 gallons per commercial acre. The Town has a capacity of 2.3580 million gallons a day for the Three municipal Water Plants. Individual permitting by the Department of Environmental Protect is as follows: Water plant #1 - 1,038,000 gallons per day, Water Plant #2 — 240,000 gallons per day, and Water Plant #3 — 1,080,000 gallons per day. The amount permitted by SJRWMD is 1.188 million gallons per day. The average daily demand during the period of February 2025 through January 2026 was 963,842 gallons per day (Source: Town of Lady Lake Public Works — March 9, 2026). Therefore, last year, the Town utilized 81.13 % of total capacity allotted by the Consumptive Use Permit (CUP - 1,188,000 gpd). The increase reflects an increase of 70,215 gallons per day over the 2025 Concurrency Report. Staff, in partnership with our engineering consultant, are currently in the process of renewing the Town’s Consumptive Use Permit which expires later this year.

RECREATION

The 2030 Comprehensive Plan identifies three types of parks in the Lady Lake recreational system: special use facilities; community parks; and regional parks (Objective REC 1-2). The Parks, Recreation and Open Space Element provides for a comprehensive system of public and private sites for recreation. The Town provides community and special use facilities, totaling 65.05 acres of parks and recreation land. There are also 426.85 acres of privately-owned recreational sites inside the Town limits.

Between public and private recreation, there are 492.35 acres of land in Lady Lake identified as recreational. Policy Rec. 1-1.4 requires that new development provide recreational space, or money in lieu of sites, for the four acres per 1,000 residents; the application of this policy has been successful in providing recreational sites within private residential developments. There is no shortfall of recreational acreage or facilities based on the combination of public and private recreation. The ratio of park space required by the Town is presently 67.912 acres ($16,978/1000 = 16.978$) 16.978 multiplied by the four acres per 1,000 residents requirement yields 67.912 acres. As indicated above, the Town has 492.35 acres of park space.

DRAINAGE

All developments must comply with St. Johns River Water Management District (SJRWMD) permitting procedures. At the time of site plan submission, compliance must be demonstrated

with applicable SJRWMD criteria. The Town of Lady Lake has also formally adopted Impervious Surface Coverage Ratios (ISR) for individual properties. At the time of permit application, the ISR ratios are reviewed for compliance with the adopted code.

The Town's facilities are concurrent with the impacts of development and there are no existing deficiencies that will affect the approval of development orders.

SCHOOLS

The Villages Elementary is currently operating under its core student capacity, meeting concurrency standards. Both Carver Middle School and Leesburg High School that serve Lady Lake’s students have enough capacity to absorb more students at this time. (Source: 2025-2026 Lake County Schools Student Enrollment as of February 24, 2026).

School Name	Student Enrollment	Core Capacity	Current % Core Utilized
Villages Elementary	789	960	82%
Carver Middle	655	1,129	58%
Leesburg High	1,686	1,982	85%

SPEED LIMIT	ROAD NAME	STATION	LANES (2023)	ADOPTED LOS STANDARD	PEAK HOUR DIRECTIONAL SERVICE VOLUME	2023 PEAK HOUR NB/EB VOLUME	2023 PEAK HOUR SB/WB VOLUME	2023 PEAK HOUR V/C	2023 PEAK HOUR LOS
25	ARLINGTON AVENUE	.097 Mi. South of Lady Lake Blvd.	2	D	799	60	91	0.11	C
35	C.R. 25	.21 Mi. South of Griffin Ave.	2	D	1011	226	452	0.45	C
45	C.R. 466	.10 Mi. West of Clay Ave.	4	D	1665	630	605	0.38	C
25	C.R. 466	Sumter County Line	2	D	1665	818	849	0.51	B
25	Marion County Rd.	.15 Mi. East of CR25	2	D	730	114	87	0.16	B
35	GRIFFIN AVENUE	.05 Mi. East of CR 25	2	D	963	212	129	0.22	C
35	GRIFFIN AVENUE	West of CR 25	2	D	799	563	336	0.70	D
45	GRIFFIN VIEW DRIVE	.08 Mi. East of Hwy 27/441	2	D	730	105	175	0.24	B
35	ROLLING ACRES ROAD	.10 Mi. South of Hwy 27/441	2	D	1011	618	591	0.61	C
35	ROLLING ACRES ROAD	.17 Mi. North of Hwy 466	2	D	999	583	562	0.56	C
35	ROLLING ACRES ROAD	.053 Mi. North of Lk. Ella Rd.	2	D	799	331	328	0.41	C
45	US 27/US441	.10 Mi. South of Sumter Co. Line	6	D	1901	985	1095	0.58	C
45	LAKE GRIFFIN RD.	.27 Mi. west of Carolina Ave.	4	D	730	161	96	0.22	C



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Code Enforcement — Consideration of reduction of a lien for Code Enforcement Case 23-002832, in the amount of \$11,700 for property located at 103 Caroline Avenue. Violations: Town of Lady Lake Code of Ordinances Sections 20-20(a)(1), Exterior Surfaces Maintained Adequately, and Section 7-67, Trash, Weeds, Vegetation. (Denise Williams)

AGENDA ITEM ID

2026-64

DEPARTMENT

Growth Management

SUMMARY

The subject property is a residential lot located at 103 Caroline Avenue within the Skyline Hills subdivision.

Code Enforcement Case 23-002832 was opened on November 14, 2023, for violations of the Town of Lady Lake's Code of Ordinances Section 20-20(a)(1) Community Preservation – Maintenance & appearance standards and Section 7-67 Health & Sanitation — Certain conditions, accumulations deemed public nuisance.

At the time the case was initiated, the property was owned by Jeanette Hertzfeld. All required Code Enforcement notification procedures were properly followed. The case was presented before the Special Magistrate on May 23, 2024, at which time an Order of Enforcement was entered. The property owner failed to bring the property into compliance and as a result, a \$150 administrative fee was imposed, along with a daily fine of \$25, which began accruing on June 25, 2024, for each day the property remained in violation.

An Order of Fine Hearing was held on July 23, 2024. At that hearing, an additional administrative fee was imposed, together with the continuing daily fine and any associated costs, including recording fees. On August 22, 2024, an Amended Order of Fine was entered to correct the parcel number listed in the original Order of Fine.

Ultimately, a lien was recorded against the property with the Lake County Clerk of Court on August 29, 2024, in the Official Record Book 6389, Pages 2384-2386, instrument # 2024101649 at 12:52:55 PM.

In October 2024, a site visit was conducted following Hurricane Milton, at which time it was discovered that the condition of the property had further deteriorated, as a portion of the

already dilapidated porch and roof had collapsed during the storm.

Between April and August 2025, I communicated with multiple third-party contractors and an asset preservation company retained by the mortgage company to address some of the violations on the property.

On September 18, 2025, the property changed ownership and the new property owner, Doug Fielder, contacted the Town regarding the outstanding lien. I informed Mr. Fielder of the remaining violations, and I explained that once the violations had been corrected and all associated fees were paid, then the case could be considered for a Reduction of Lien.

On October 6, 2025, the property was brought into compliance, and the daily fine ceased to accrue as of that date. The total amount accrued up to that date was \$11,700.

On October 15, 2025, the administrative and recording fees were paid in full. And on October 20th, the Town received a written request from Mr. Fielder asking for a reduction of the lien.

After receiving the new property owner's request, this case was brought back before the Special Magistrate on February 26, 2026, for a Reduction of Lien Hearing.

Upon hearing from both the Town and the new property owner, the Special Magistrate recommended and entered an order reducing the lien from \$11,700 to \$2,000, in addition to a \$150 administrative fee for the Reduction of Lien Hearing. The Special Magistrate further ordered that the property owner, Douglas Fielder, be given until June 15, 2026, to pay the reduced lien amount and the administrative fee, upon final approval from the Town Commission.

STAFF RECOMMENDATION

Code Enforcement Staff recommends a reduction of the lien from \$11,700 to \$2,000 for Code Enforcement Case Number 23-002832 for violations of the Town of Lady Lake's Code of Ordinances: Section 20-20(a)(1) Community Preservation – Maintenance & appearance standards and Section 7-67 Health & Sanitation - Certain conditions, accumulations deemed public nuisance.

FISCAL IMPACT

No impact on existing Town funds. Impact of \$9,700.00 of unrealized revenue.

FUNDING SOURCE

Not applicable

PROPERTY RECORD CARD

General Information

Name:	FIELDER DOUGLAS J	Alternate Key:	2790482
Mailing Address:	605 S LONE OAK DR LEESBURG, FL 34748 Update Mailing Address	Parcel Number: ⓘ	21-18-24-0700-00C-00200
		Millage Group and City:	00LL Lady Lake
		2025 Total Certified Millage Rate:	16.6035
		Trash/Recycling/Water/Info:	My Public Services Map ⓘ
Property Location:	103 CAROLINE AVE LADY LAKE FL, 32159	Property Name:	-- Submit Property Name ⓘ
		School Information:	School Locator & Bus Stop Map ⓘ School Boundary Maps ⓘ
Property Description:	LADY LAKE, SKYLINE HILLS UNIT 1 E 13.34 FT OF LOT 1, BLK C, LOT 2, BLK C--LESS E 25 FT-- PB 23 PG 21 ORB 6603 PG 587		
<p><small>NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.</small></p>			

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class Value	Land Value
1	MANUFACTURED HOME IN SUB (0200)	0	0		1.000	Lot	\$25,800.00	\$25,800.00

[Click here for Zoning Info](#) ⓘ [FEMA Flood Map](#)

Residential Building(s)

Building 1

Residential	Building Value: \$62,833.00		
Summary			
Year Built: 1986	Total Living Area: 1640 ⓘ	Central A/C: Yes	Fireplaces: 1
Bedrooms: 3	Full Bathrooms: 2	Half Bathrooms: 0	
Incorrect Bedroom, Bath, or other information? ⓘ			
Section(s)			
Section Type	Ext. Wall Type	No. Stories	Floor Area
ALL WEATHER ROOM MFD (AWM)		1.00	120
FINISHED LIVING AREA (FLA)	WOOD/METAL FRAME W/OUTER FINISH (01)	1.00	1352
GARAGE FINISHED MFD (GFM)		1.00	832

103 Caroline Avenue



May 15, 2024

1:1,000

pointLayer



Override 1

polygonLayer



Override 1



County Boundary



Surrounding Counties

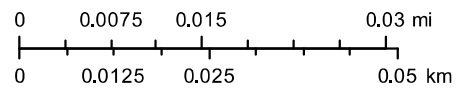
Street Names

Local Streets 1K

Tax Parcels Alternate Key



Tax Parcels



Lake BCC





BEFORE THE SPECIAL
MAGISTRATE
CODE ENFORCEMENT
TOWN OF LADY
LAKE, FLORIDA

INSTRUMENT #2024101649
OR BK 6389 PG 2384 - 2386 (3 PGS)
DATE: 8/29/2024 12:52:55 PM
GARY J. COONEY, CLERK OF THE CIRCUIT COURT
AND COMPTROLLER, LAKE COUNTY, FLORIDA
RECORDING FEES \$27.00



Record and Return to:
Town of Lady Lake
409 Fennell Blvd
Lady Lake, FL 32159

Town Clerk's Office

TOWN OF LADY LAKE,

CASE NO: 23-002832

vs.

**JEANETTE HERTZFELD
103 CAROLINE AVE
LADY LAKE, FL 32159**

AMENDED ORDER OF FINE

This cause came on for hearing on the **22nd of August, 2024**, before the Special Magistrate of the Town of Lady Lake, Florida, upon the petition of the Town of Lady Lake Code Enforcement Department, and the Special Magistrate having heard testimony of the respective parties present and the evidence presented, the following Findings of Fact and Conclusions of law are made:

FINDINGS OF FACT

1. That Respondent, **JEANETTE HERTZFELD, DID NOT** appear at the proceeding on **23rd of July, 2024**,
2. The violation which is the subject of this proceeding occurred on real property located in the Town of Lady Lake, Florida, Described as, **103 CAROLINE AVE, LADY LAKE, FL 32159 (the "Property"), Parcel Number 211824070000C00200, Alternate key: 2790482 with legal description of:**

LADY LAKE, SKYLINE HILLS UNIT 1 E 13.34 FT OF LOT 1, BLK C, LOT 2, BLK C--LESS E 25 FT-- PB 23 PG 21 ORB 862 PG 1304, ORB 932 PG 762, ORB 932 PG 763

3. Since on or before **11/14/2023**, the Property has been in violation of the Town of Lady Lake Land Development Regulations and/or Code of Ordinances:

20-20(a)(1) - Exterior surfaces maintained adequately

Violation Description

(1) The exterior of all premises and every structure thereon, including all parts of the structure and appurtenance where exposed to public view, shall be maintained in good condition and shall not show evidence of deterioration, weathering, discoloration, rust, ripping, tearing or other holes or breaks. All screened enclosures shall contain screens that shall be properly fitted and maintained. Gutters, downspouts and awnings must be properly maintained and appropriately secured. All screen enclosures shall be properly fitted and maintained. All other surfaces shall be maintained free of broken glass crumbling stone, brick or stucco, or other conditions reflective of deterioration or inadequate maintenance.

Violation Comments

Pressure wash storage units to remove mold & stains and maintain in good condition. Screens are broken or missing on porch and need to be replaced or repaired. A Building Permit from the Town of Lady Lake may be required for repairs. For Information regarding building permits, Call 352-751-1511.

7-67 - Trash, weeds, vegetation

Violation Description

It shall be unlawful for the owner, occupant, lessee or person in control of any land which is within the town limits of the town, and which area is unoccupied or occupied to permit, maintain or allow to remain thereon, any accumulation of garbage, trash, yard trash, rubbish, debris, and unsightly and unsanitary matter including but not limited to any accumulations, as defined in this division, or the development of a dense growth of trees, vines or underbrush, which is or may reasonably become infested or inhabited by rodents, vermin or wild animals; or may furnish a breeding place for mosquitoes; threatens or endangers the public health, welfare, or safety; or may reasonably cause disease; or adversely affects and impairs the economic welfare of adjacent properties; any such action or omission is hereby prohibited and declared to be a public nuisance. No lawn shall be permitted to have grass, weeds or uncultivated growth exceeding ten (10) inches in height, whether grass or weeds are located in front, side or rear yards of the premises.

Violation Comments

Overgrowth or weeds was observed on the property. Mow or maintenance property and maintain in compliance.

CONCLUSIONS OF LAW

1. The Respondent has violated the provisions of Town of Lady Lake Land Development Regulations and/or Code of Ordinances,
2. The Respondent has not complied with the Order of Enforcement dated **5/23/24**,
3. Based on the information provided through the evidence and testimony in this case, an Order of Fine is warranted.

IMPOSITION OF FINE

Respondent shall pay fine in the amount of **\$25.00**, per day commencing on **June 25, 2024**, for each day the property is not in compliance and shall continue to accrue at the daily rate of **\$25.00** until such time as the property is brought into compliance with the Town of Lady Lake Land Development Regulations and/or Code of Ordinances. Current total fine at the date of this order is **\$1,450.00**.

Respondent shall **pay the outstanding \$150.00 administrative fee from the Order of Fine Hearing on July 23rd, 2024, in addition to the outstanding \$150.00 administrative fee from the Order of Enforcement Hearing.** All fines and costs shall be paid to the Town of Lady Lake, 409 Fennell Blvd, Lady Lake, FL 32159, **by 5:00 PM, August 5, 2024**, and bring the property into compliance to cure the violation(s) described above.

The Town Clerk is hereby ordered to record a certified copy of this Order of Fine and said Fine and costs shall constitute a lien against the Property and upon any other real or personal property owned by the Respondent in the State of Florida. Upon recordation of this Order, Respondent shall be

assessed all costs incurred in the recording and satisfying of this lien.

Respondent shall **contact the Code Enforcement Officer at 352-751-1512** to advise that the Property has been brought into compliance and request an inspection to verify the same.

DONE AND ORDERED at Town of Lady Lake, Lake County, Florida, this **22nd of August, 2024.**

SPECIAL MAGISTRATE OF

THE TOWN OF LADY LAKE

By: _____

[Signature]
Joshua E. Bills, Esquire
Special Magistrate

STATE OF FLORIDA
COUNTY OF LAKE

Being an officer duly authorized to administer oaths and take acknowledgments, I hereby certify that on this day the foregoing instrument was acknowledged before me by means of personal presence, by Joshua E. Bills, Esq. and known to me to be the person who executed said instrument for the purpose herein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal at Lady Lake, Lake County, Florida this **22nd of August, 2024.**

Carol Osborne

Notary Public



CAROL OSBORNE
Commission # HH 572527
Expires August 8, 2028

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF ANY PERSON WHO DESIRES TO APPEAL ANY DECISION WITH RESPECT TO A MATTER CONSIDERED AT A PUBLIC MEETING OR HEARING OF THE SPECIAL MAGISTRATE, TOWN OF LADY LAKE, FLORIDA, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD FOR SUCH PURPOSE IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED.

PURSUANT TO SECTION 162.11, FLORIDA STATUTES, EITHER THE TOWN OF LADY LAKE OR THE RESPONDENT MAY APPEAL A FINAL ADMINISTRATIVE ORDER OF THE SPECIAL MAGISTRATE TO THE CIRCUIT COURT IN LAKE COUNTY, FLORIDA. SUCH AN **APPEAL SHALL BE FILED WITHIN THIRTY (30) DAYS** OF THE EXECUTION OF THE ORDER TO BE APPEALED.

CERTIFICATE OF SERVICE

I **HEREBY CERTIFY** that a true and correct copy of the foregoing Order was forwarded by United States certified and first-class mail to: **JEANETTE HERTZFELD, 103 CAROLINE AVE, LADY LAKE, FL 32159**, on the 22nd of August, 2024.

[Signature]
Denise Williams, Code Enf. Officer
DAWilliams@ladylake.org 352-751-1512







Denise Williams

From: [REDACTED]
Sent: Sunday, October 19, 2025 6:07 PM
To: Denise Williams
Subject: Reduction of the lien

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report any suspicious activities using the Report Phishing Email Button above.

You now have a copy of my deed, and the administrative fee has been paid.

As the new owner of this piece of property, I'm anxious to clear the lien on 103 Caroline Ave., case number 23-002832

We were hoping, the seller Fannie Mae, would have worked with us more than they had.

I'm asking for any & all reduction in the lien you could afford us. The city and neighborhood would recoup with the upkeep and beautification of my property.







TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Parks and Recreation Department — Consideration of Approval to Contact Tri County Baptist Church and Negotiate a Price for the 20 Acre Parcel that they have listed on Rolling Acres Road, south of CR 466. (Mike Burske)

AGENDA ITEM ID

2026-65

DEPARTMENT

Parks & Recreation

SUMMARY

The Lady Lake Commission has stated that they are interested in searching for land for the possible development of a recreation/community center in the future. South of CR 466 on Rolling Acres Rd. there is a parcel that is just under 20 acres. The owner of the property is in the central area of new growth in the town, and it is an opportunity for a recreation center or to one day be developed into a park aimed toward family activities. The family aged demographic will surround this property. I spoke to a representative of the property and was told that the price is \$75k per acre. The parks and recreation director is proposing to utilize Parks and Recreation Impact Fees to purchase this property. The budget in this account would allow us to purchase the property without going into debt. Keep in mind that land acquisition is one of the largest driving factors for why we have impact fees in place for parks and recreation.

STAFF RECOMMENDATION

Approval to Negotiate the Purchase Price of the property south of CR466 on Rolling Acres Road.

FISCAL IMPACT

Estimated at \$1,500,000

FUNDING SOURCE

Parks and Recreation Impact Fees

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2025 Paid Real Estate

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
1918240004-000-01900		3372212	0001

TRI COUNTY BAPTIST CHURCH INC
38405 ROLLING ACRES RD
LADY LAKE, FL 32159

735 LITTLE DIRT RD

THE NORTH 1/2 OF THE SOUTH 1/2 OF THE
NORTHEAST 1/4 OF THE SOUTHEAST 1/4
ORB 4983 PG 2077

PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602

AD VALOREM TAXES						
TAXING AUTHORITY	ASSESSED VALUE	EXEMPTION AMT	TAXABLE VALUE	MILLAGE RATE	TAXES LEVIED	
LAKE COUNTY GENERAL	605,000	605,000	0	5.0254	0.00	
AMBULANCE MSTU	605,000	605,000	0	0.4629	0.00	
STORMWATER ROADS PARKS	605,000	605,000	0	0.4957	0.00	
ENVIRON LAND PURCHASE	605,000	605,000	0	0.0400	0.00	
FIRE MSTU	605,000	605,000	0	0.4800	0.00	
WATER AUTHORITY	605,000	605,000	0	0.2940	0.00	
PUBLIC SCHOOLS						
BY STATE LAW	605,000	605,000	0	3.0870	0.00	
BY LOCAL BOARD	605,000	605,000	0	2.9980	0.00	
ST JOHNS WATER MGMT	605,000	605,000	0	0.1793	0.00	
N LAKE CNTY HOSP	605,000	605,000	0	0.3859	0.00	
TOTAL:				13.4482	\$0.00	

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
F110 LAKE COUNTY FIRE, VACANT LAND		143.00
NON-AD VALOREM ASSESSMENTS:		\$143.00

COMBINED TAXES AND ASSESSMENTS: \$143.00

If Paid By	Dec 05, 2025			
Please Pay	\$0.00			

Paid 11/12/2025 Receipt # 2025-00189118 \$137.28

DAVID W. JORDAN
LAKE COUNTY TAX COLLECTOR

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS
2025 Paid Real Estate

PAY IN US FUNDS TO DAVID W. JORDAN, TAX COLLECTOR · PO BOX 327 · TAVARES, FL 32778-0327 · 352-343-9602

If Paid By	Dec 05, 2025			
Please Pay	\$0.00			

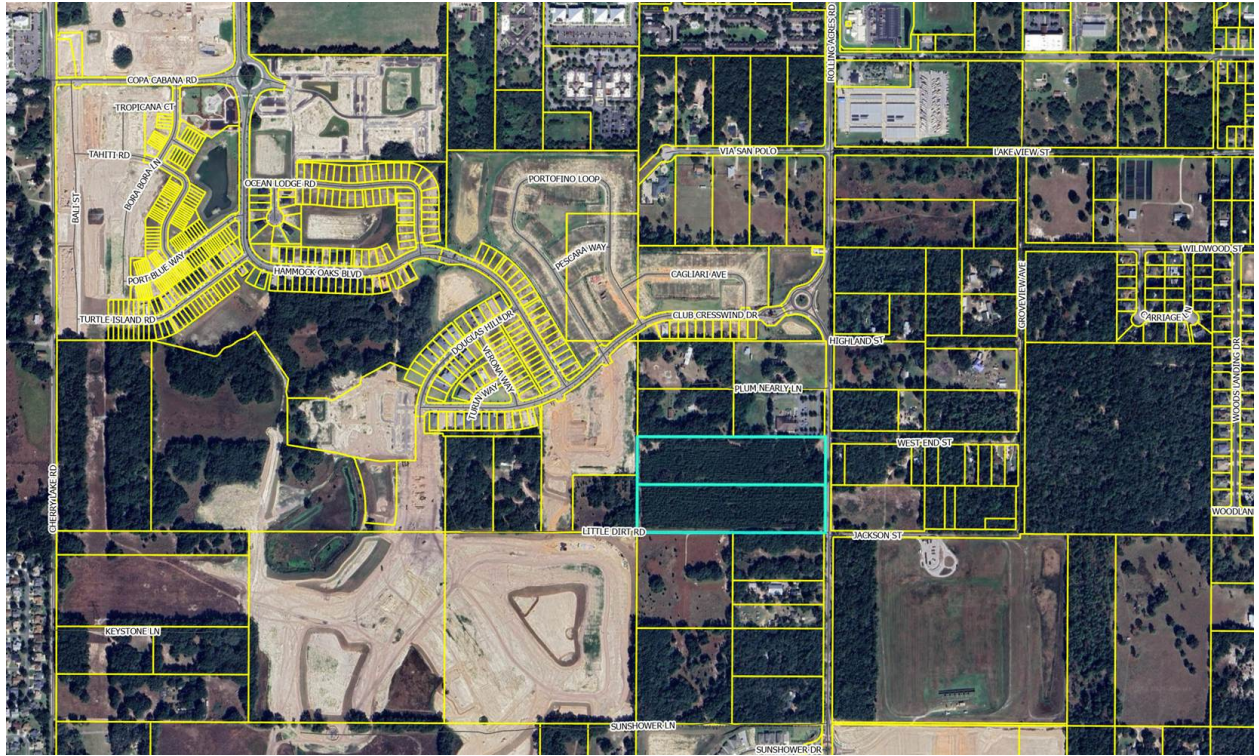
735 LITTLE DIRT RD

TRI COUNTY BAPTIST CHURCH INC
38405 ROLLING ACRES RD
LADY LAKE, FL 32159

THE NORTH 1/2 OF THE SOUTH 1/2 OF THE
NORTHEAST 1/4 OF THE SOUTHEAST 1/4 ORB
4983 PG 2077

ACCOUNT NUMBER	ESCROW CODE	ALTERNATE KEY	MILLAGE CODE
1918240004-000-01900		3372212	0001

Paid 11/12/2025 Receipt # 2025-00189118 \$137.28



PROPERTY RECORD CARD

General Information

Name:	TRI COUNTY BAPTIST CHURCH INC	Alternate Key:	3372212
Mailing Address:	38405 ROLLING ACRES RD LADY LAKE, FL 32159 Update Mailing Address	Parcel Number: ⓘ	19-18-24-0004-000-01900
		Millage Group and City:	0001 Unincorporated
		2025 Total Certified Millage Rate:	13.4482
		Trash/Recycling/Water/Info:	My Public Services Map ⓘ
Property Location:	735 LITTLE DIRT RD LADY LAKE FL, 32159	Property Name:	-- Submit Property Name ⓘ
		School Information:	School Locator & Bus Stop Map ⓘ School Boundary Maps ⓘ
Property Description:	THE NORTH 1/2 OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 ORB 4983 PG 2077		
<p>NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.</p>			

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class	Value	Land Value
1	VACANT INSITUTIONAL CHURCH ONLY (7071)	0	0		10.000	Acre		\$605,000.00	\$605,000.00

[Click here for Zoning Info](#) ⓘ [FEMA Flood Map](#)

Miscellaneous Improvements

There is no improvement information to display.

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description above and/or recorded and indexed with the Clerk of Court. [Follow this link to search all documents by owner's name.](#)

Book/Page	Sale Date	Instrument	Qualified/Unqualified	Vacant/Improved	Sale Price
4983 / 2077	08/01/2017	Warranty Deed	Unqualified	Vacant	\$1,200,000.00
3949 / 305	09/10/2010	Warranty Deed	Unqualified	Vacant	\$100.00
1317 / 90	08/01/1994	Misc Deed/Document	Unqualified	Vacant	\$0.00

[Click here to search for mortgages, liens, and other legal documents.](#) ⓘ

Values and Estimated Ad Valorem Taxes ⓘ

Values shown are 2026 Working Values. If you need a 2025 Property Record Card, please contact our office.

The Market Value listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
LAKE COUNTY BCC GENERAL FUND	\$605,000	\$605,000	\$0	5.0254	\$0.00
SCHOOL BOARD STATE	\$605,000	\$605,000	\$0	3.0870	\$0.00
SCHOOL BOARD LOCAL	\$605,000	\$605,000	\$0	2.9980	\$0.00
LAKE COUNTY WATER DISTRICT	\$605,000	\$605,000	\$0	0.2940	\$0.00
NORTH LAKE HOSPITAL DIST	\$605,000	\$605,000	\$0	0.3859	\$0.00
ST JOHNS RIVER FL WATER MGMT DIST	\$605,000	\$605,000	\$0	0.1793	\$0.00
LAKE COUNTY MSTU STORMWATER	\$605,000	\$605,000	\$0	0.4957	\$0.00
LAKE COUNTY MSTU AMBULANCE	\$605,000	\$605,000	\$0	0.4629	\$0.00
LAKE COUNTY VOTED DEBT SERVICE	\$605,000	\$605,000	\$0	0.0400	\$0.00
LAKE COUNTY MSTU FIRE	\$605,000	\$605,000	\$0	0.4800	\$0.00
				Total: 13.4482	Total: \$0.00

Exemptions Information

This property is benefitting from the following exemptions with a checkmark ✓

Homestead Exemption (first exemption up to \$25,000)	Learn More View the Law
Additional Homestead Exemption (up to an additional \$25,000)	Learn More View the Law
Limited Income Senior Exemption (applied to county millage - up to \$50,000)	Learn More View the Law
Limited Income Senior Exemption (applied to city millage - up to \$25,000) ⓘ	Learn More View the Law
Limited Income Senior 25 Year Residency (county millage only-exemption amount varies)	Learn More View the Law
Widow / Widower Exemption (up to \$5,000)	Learn More View the Law
Blind Exemption (up to \$500)	Learn More View the Law
Disability Exemption (up to \$5,000)	Learn More View the Law
Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Disability Exemption (\$5,000)	Learn More View the Law
Veteran's Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Combat Related Disability Exemption (amount varies)	Learn More View the Law
Deployed Servicemember Exemption (amount varies)	Learn More View the Law
First Responder Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Surviving Spouse of First Responder Exemption (amount varies)	Learn More View the Law
Conservation Exemption (amount varies)	Learn More View the Law
Tangible Personal Property Exemption (up to \$25,000)	Learn More View the Law
✓ Religious, Charitable, Institutional, and Organizational Exemptions (amount varies)	Learn More View the Law
Economic Development Exemption	Learn More View the Law
Government Exemption (amount varies)	Learn More View the Law

NOTE: Information on this Property Record Card is compiled and used by the Lake County Property Appraiser for the sole purpose of ad valorem property tax assessment administration in accordance with the Florida Constitution, Statutes, and Administrative Code. The Lake County Property Appraiser makes no representations or warranties regarding the completeness and accuracy of the data herein, its use or interpretation, the fee or beneficial/equitable title ownership or encumbrances of the property, and assumes no liability associated with its use or misuse. See the posted [Site Notice](#).

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PROPERTY RECORD CARD

General Information

Name:	TRI COUNTY BAPTIST CHURCH INC	Alternate Key:	3921942
Mailing Address:	38405 ROLLING ACRES RD LADY LAKE, FL 32159 Update Mailing Address	Parcel Number: ⓘ	19-18-24-0004-000-04500
		Millage Group and City:	0001 Unincorporated
		2025 Total Certified Millage Rate:	13.4482
		Trash/Recycling/Water/Info:	My Public Services Map ⓘ
Property Location:	LITTLE DIRT RD LADY LAKE FL, 32159	Property Name:	-- Submit Property Name ⓘ
		School Information:	School Locator & Bus Stop Map ⓘ
			School Boundary Maps ⓘ
Property Description:	THE SOUTH 1/2 OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19 TOWNSHIP 18 SOUTH RANGE 24 EAST ORB 4983 PG 2077		
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TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Finance Department — Log Cabin Renovation (Joella LeDonne)

AGENDA ITEM ID

2026-83

DEPARTMENT

Parks & Recreation

SUMMARY

The Parks & Recreation Department requests approval to convert and upgrade the Log Cabin's existing structure to function as the new office for the Events Coordinator. This item was a budgeted FY26 item or presented at the budget workshop. It was an unanticipated departure of the Lady Lake Area Chamber of Commerce in mid FY26. If there were excess funds available from the FY25 budget, this item would be considered, via Budget Amendment #26-005.

There have been several relocations happening within each department. Just recently, Growth Management moved to the library, the Finance Department moved to the Growth Management area at Town Hall, and the Communications Department is moving to the old Finance Department because there was limited space for offices. Since there is limited space at Park and Recreation for the Events Coordinator, the Log Cabin would be ideal since the Chamber has moved out.

The Log Cabin is a very old structure that has outdated wiring and would need a complete revamp before it can be occupied. The wiring estimate has not been provided due to the short notice of the vacancy.

STAFF RECOMMENDATION

Staff recommends approval in the amount of the project for known expenses would be approximately \$15,934.35, excluding the wiring estimate.

FISCAL IMPACT

\$15,934.35 plus additional for wiring at Log Cabin

FUNDING SOURCE

001-7201-572-64-10

Type	Description	Vendor	Account	Estimate	Sub-Total	QD	Notes
Environmentals	NavePoint 12U Equipment Rack	CDWG		870.00	1,085.28	3/4/2026	
	Network Equipment UPS			0.00	0.00		Repurpose existing.
	Eaton PRUMH15NET2LX PDU	CDWG		565.00	533.50	3/4/2026	
Internet Service (M) Cable Service (M)	Desktop UPS	CDWG		265.00	265.32	3/4/2026	
	300Mbps/35Mbps Coax	Comcast			2,644.95	3/5/2026	Quoted cost is \$377.85 per month for 24 month term.
Network					0.00		Not included in this request.
	FortiGate 121G Firewall (1Y)	CDWG			5,099.59	3/5/2026	
	FortiGate SFP GBICs	CDWG			178.50	3/5/2026	There will be an annual licensing cost to support this product.
	Switch				0.00		Repurpose existing. There will be an annual licensing cost to support this product.
	Fortinet FortiAP 241K WAP (1Y)	CDWG		436.00	696.06	3/5/2026	There will be an annual licensing cost to support this product.
	Hardened Fiber Transciever						
	Patch Cables				0.00		Repurpose existing.
Printer	Wiring	LilyCOM					LilyCOM scheduled for site visit on 3/11/2026.
	Sharp BP-51C26 Multifunction Printer	Business Techs	001-7201-572.44-00		833.00		Quoted cost is \$119 per month.
Digital Signage	Display Cart w/Brightsign Player			4,411.25	4,263.87	3/4/2026	
	Extension Power Cord	Amazon			12.00	3/4/2026	
Security	Roadside Signage Maintenance						
	ACS				0.00		Not included in this request.
	Alarm				0.00		Not included in this request.
	Cameras				0.00		Not included in this request.
	Sensor				0.00		Not included in this request.
User	Keys				0.00		Not included in this request.
	Computer			0.00	0.00		Repurpose existing.
	Monitors			0.00	0.00		Repurpose existing.
	Poly CCX 505 Desktop Telephone	CDWG		360.00	322.28	3/4/2026	
					15,934.35		



Teer

Audio-Visual

Estimate

Teer Engineering, LLC
 DBA Teer Audio Visual
 1814 S Division Ave.
 Orlando, FL 32805

Date	Estimate #
2/26/2026	9665

Name / Address
Town of Lady Lake John Pearl 409 Fennell Blvd Lady Lake, FL 32159

Item	Description	Qty	Rate	Total
	* Log Cabin Brightsign *			
Samsung QE65T	65" 4K UHD commercial display supports both portrait and landscape orientation, featuring a 3840 x 2160 resolution, 300-nit brightness, and a VESA 400 x 300 mount. Featuring an impressive 3-year onsite warranty, the QET Series is built to operate reliably 16 hours a day, 7 days a week.	1	946.25	946.25
ViewSonic VB-STND-009	Slim Trolley Cart for 55" to 105" Display. Streamlined, height-adjustable design, 360° silent wheels with quick-release brakes, Storage tray included for accessories and other items	1	713.75	713.75
Xtreme J60	350VA/200W Standby Lithium UPS, Power Outage Protection, Advanced Surge Suppression Technology, Brackets Allow Easy Mounting to Wall,Ceiling or Any Flat Surface (# 90000465)	1	450.00	450.00
BrightSign XD236	BrightSign XD236 is a powerful BrightSignOS-enabled media player built for professional digital signage applications, delivering dual 4K UHD video decoding at a smooth 60 fps for crisp, high-impact visuals. Its versatile playback support, including HEVC and MPEG-4, ensures compatibility with modern content formats, while the integrated audio and photo capabilities provide a complete multimedia solution. Designed for easy integration, the XD236 offers HDMI output, Gigabit Ethernet, USB connectivity, GPIO, and convenient Power over Ethernet+ (PoE+) to simplify installation, WiFi and Cellular connectivity options. With 256 GB of reliable internal SSD storage and BrightSign's robust operating system, this compact, mountable player delivers dependable performance for retail, corporate, hospitality, and public display environments.	1	610.00	610.00
Brightsign WD-105	Dual Antenna WiFi / Bluetooth Kit. 4 screws to open player & snap module into place	1	86.25	86.25
Brightsign SDHC-32C10-1-M	32GB class 10 MicroSD card for 3 and 4 series players. The 32 GB card gives plenty of space for digital content, documents, songs, snapshots, etc Class 10 provides minimum 10 MB/s of speed, performance, and reliability	1	40.00	40.00

READ BEFORE SIGNING: By signing below, customer agrees to this estimate as an order for the listed services, labor and equipment (the "work") with Teer Engineering LLC ("TE") and that: 1) any work not listed is not included in the scope of work for this project unless separately agreed to in writing; 2) payment is due 30 calendar days after the invoice date; 3) 5%/month interest will be owed on overdue amounts; 4) customer will pay all reasonable attorney's fees and costs (including, but not limited to, determining entitlement to and amount of such fees and costs, and all taxable and non-taxable costs) incurred by TE for collection; 5) if provided separately, all other TE terms & conditions also apply; and 6) any canceled orders may be subject to any or all labor charges, freight, and re-stocking fees incurred by TE.

Authorized Signature: _____ Date: _____
 Print Authorized Person's Name and Title: _____

Subtotal
Sales Tax (0.0%)
Total

Phone #	Fax #	E-mail	Web Site
3212063492	321-251-6509	AP@teerengineering.com	www.teeraudiovisual.com



Teer

Audio Visual

Estimate

Teer Engineering, LLC
 DBA Teer Audio Visual
 1814 S Division Ave.
 Orlando, FL 32805

Date	Estimate #
2/26/2026	9665

Name / Address
Town of Lady Lake John Pearl 409 Fennell Blvd Lady Lake, FL 32159

Item	Description	Qty	Rate	Total
Brightsign BSNCSUB-24-SB	BSN.cloud - 2 Year Content Cloud Subscription (auto renewal)	1	262.50	262.50
Labor	Installation Labor (two technicians required)		915.00	915.00
Misc Parts & Wire	Wire, UPS / BrightSign Mounts, Wire Management, Hardware, etc		87.50	87.50
Shipping & Freight	Shipping & Freight		300.00	300.00

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Authorized Signature: _____ Date: _____
 Print Authorized Person's Name and Title: _____

Subtotal	\$4,411.25
Sales Tax (0.0%)	\$0.00
Total	\$4,411.25

Phone #	Fax #	E-mail	Web Site
3212063492	321-251-6509	AP@teerengineering.com	www.teeraudiovisual.com



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Angie Boliek
Account Manager / Systems Support
421 N Palmetto St
Leesburg, FL 34748
Business: 352-326-3418
Cell: 321-303-0428

SHARP

AUTHORIZED DEALER
THINK SMART
WORK SIMPLE

New Sharp BP-51C26 Essential Color MFP

1.6 GHz Controller; 5 GB Memory; 250 GB Solid State Drive
26PPM in Color and Black and White
2 x 550 Sheet Paper Drawers
Letter, Legal & 11x17
100 Sheet Bypass Tray (110 lb. Cover Stock / 300 gsm)
100 Sheet Auto Reversing Duplex Document Feeder
Network Printing PCL6
PS3 Post Script 3
MAC and iPhone/Tablet Printing with AirPrint
Network Scanning to Email/File/Desktop
Customizable 10" Touch Screen Display
User/Account ID Codes for Color Auditing and Access Control
Real Time Process Control & Developer Refresh
Document Filing System for Frequent Document Retrieval

60 Mo. FMV Lease \$119



Business Techs' All Inclusive Maintenance Program:

B/W Images are .0065 Per Page, Color Images are .044 Per Page
All Parts, Labor, Drums, Toner and Preventative Maintenance (Except Paper and Staples)
Delivery, Installation, Training and Implementation of Solution

Business Techs Service and Performance Guarantee

Equipment Guarantee - BUSINESS TECHS extends this performance guarantee for five (5) years from the date of purchase, or the term of agreement when financed through Business Techs. Equipment must be continuously maintained under a BUSINESS TECHS service agreement during the equipment performance guarantee period. This guarantee is not applicable to equipment damage caused by misuse or an act of God.

Replacement Guarantee - If the equipment specified is covered by BUSINESS TECHS' maintenance agreement and becomes un-repairable, we will replace it with a piece of similar or like equipment at no additional charge.

Loaner Protection Plan - If we are unable to repair your equipment within 48 hours of our arrival, we will provide a loaner for your use at no additional cost.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Finance Department — Dog Park at Snooky Park (Joella LeDonne)

AGENDA ITEM ID

2026-80

DEPARTMENT

Parks & Recreation

SUMMARY

The Parks & Recreation Department requests approval to construct a two-section dog park in the northern part of Snooky Park. This was an item suggested during the FY25 budget workshop by a commissioner. The decision of the Commission was that if there were excess funds available from the FY25 budget, this item would be considered, via Budget Amendment #26-003.

A two-section dog park would be constructed in the northern part of Snooky Park. The project would consist of the installation of approximately 630 linear feet of 4-foot-high black vinyl-coated chain link fencing, approximately 300 square feet of formed and poured concrete, four 8' ribbed steel benches, two dog stations, two novice dog park agility kits, and extended water to the dog park.

STAFF RECOMMENDATION

Staff recommends approval of an approximate amount for the project of \$54,647.29. This project could be budgeted for FY27.

FISCAL IMPACT

\$54,647.29

FUNDING SOURCE

001-7201-572-63-10

MEMO

To: William Lawrence, Town Manager
Joella LeDonne, Finance Director
From: Mike Burske, Parks and Recreation Director
Date: March 4, 2026
Subject: Dog Park Estimate

FENCE

Installation of approximately **630 linear feet of 4-foot-high black vinyl-coated chain link fencing** for a municipal dog park, including:

- Properly spaced posts (max 10 ft) with concrete footings
- Top rails, brace rails, and bottom tension wire
- Four (4) single-swing gates and two (2) double-swing gates with full hardware
- Professional installation and alignment

This fence will provide secure, durable containment for all dog park users.

Materials & Components

Item	Quantity	Estimated Cost
Chain Link Fabric, 4' x 50', 11.5ga	13 Rolls	\$2,321.80
Top Rail & Posts (line/terminal)	96 Pieces	\$3,754.74
Post Fittings (caps, bands, bolts, tension bars)	Various	\$616.96
Wire & Ties	5 Bags	\$76.40
Gates (4' Single / 4' x 10' Double)	6	\$3,243.90
Gate Hardware	Various	\$1,111.28
Concrete Footings	144 Bags	\$936.00
Brace Rails	10	\$150.00
Bottom Tension Wire	630 ft	\$283.50

Total Materials: \$12,471.48

Labor Estimate

Professional installation of 630 linear feet **\$22 per linear foot average**

Estimated Labor Cost: \$13,860.00

Cost per linear foot installed: \$41.80

Total Project Estimate

Category	Amount
Materials	\$12,471.48
Labor	\$13,860.00
Grand Total Estimate	\$26,331.48

CONCRETE PADS

In the 32159-area code (Lady Lake/Central Florida), the average price for 300 square feet of formed and poured concrete generally ranges between **\$2,400 and \$4,500** for a standard, 4-inch thick, broom-finished patio or slab. This breaks down to approximately **\$8 to \$15 per square foot** for labor and materials in this region.

\$4,500.00 for landing pads in two parks and a water area for the dogs.

BENCHES FOR THE FACILITY

8' RIBBED STEEL BENCH WITH BACK AND ARMS WITH CENTER ARM REST 4 @ **\$3,169.00**

SHIPPING **\$2,335.29**

TOTAL \$15,011.29

DOG AGILITY PRODUCTS AND PICK UP STATIONS

Two dog stations at \$468.00 per station for a total of **\$936.00**

Two Novice Dog Park Agility Kits at \$3,085.00 per kit for a total of **\$6,170.00**

Shipping **\$989.00**

AGILITY PRODUCT TOTAL OF \$8,005.00 (tax was removed from the quote)

ADDED EXTENDED WATER TO THE TWO DOG PARKS

To be completed in house for a total of **\$800.00**

BUDGET AND LINE ITEMS

FENCE = \$26,331.48 001-7201-572-63-10

CONCRETE WORK = \$4,500.00 001-7201-572-63-10

BENCHES = \$15,011.29 001-7201-572-63-10

AGILITY TOOLS = \$8,005.00 001-7201-572-63-10

WATER IMPROVEMENTS = \$800.00 001-7201-572-63-10

TOTAL = \$54,647.29



Highland Products Group/The Park Catalog
 931 Village Blvd Ste 905-354
 West Palm Beach, FL 33409
 Phone : 561-620-7878
 Email : sales@theparkcatalog.com

Quote#126654
 Sales Rep: Carrie Georgopoulos
 Email: Carrie@theparkcatalog.com
 Phone: 888-447-2401 Ext 60307

Quote Date: Mar 5, 2026
 Quote Expiration Date: Apr 3, 2026 (29 days)

Bill to:
 Mike Burske
 Town of Lady Lake
 409 Fennell Blvd.
 Lady Lake, Florida, 32159
 United States
 T: 352-577-4433

Ship to:
 Mike Burske
 Town of Lady Lake
 409 Fennell Blvd.
 260 Rolling Acres Rd.
 Lady Lake, Florida, 32159
 United States
 T: 352-577-4433

Product Name	Item #	QTY	Price	Your Price	Unit Discount	Subtotal
DOGIPOT Header Pak Pet Station Color Option: Black Receptacle Material: Steel	135-1027-2546783-3	2	\$493.00	\$468.00	\$25.00	\$936.00
Novice Dog Park Color: Natural- Green and Tan	439-1022-1	2	\$3,547.00	\$3,085.00	\$462.00	\$6,170.00

Quote Notes:

NOTIFY BEFORE DELIVERY INCL IN FREIGHT EST

Total Discount - \$974.00
 Subtotal \$7,106.00
 Shipping & Handling \$989.00
 Tax \$566.65
Grand Total \$8,661.65

This quote comes with our BEST PRICE GUARANTEE! If we are not your lowest delivered quote for equivalent product, we will BEAT it! (Exclusions may apply)

Any questions contact us at 888-447-2401 or Carrie@theparkcatalog.com

PAY NOW
 WITH A CREDIT CARD

Quote Expiration Date: Apr 3, 2026

IF YOUR QUOTE HAS EXPIRED, PLEASE CONTACT YOUR SALES REP BEFORE SUBMITTING PAYMENT

TERMS & CONDITIONS

SHIPPING:

Deliveries are made during normal business hours, 8am - 5pm Monday - Friday. Unless otherwise noted, shipping charges include standard delivery only. Standard delivery charges are for Tallgate delivery to any commercial location on a commercial truck route; the truck driver will not offload the delivery. It is Customers responsibility to provide adequate personnel and/or equipment to unload the shipment from the truck when it arrives. The truck driver is under no obligation to help you unload. If you require anything other than standard delivery, we have the following additional services available for purchase at time of order placement:

Additional Delivery Services

- **Residential Delivery:** If the ship to address is not a commercial location, on a commercial truck route or is in a residential area, you must order "Residential Delivery Service" at an additional charge.
- **Limited Access Delivery:** This is common LTL delivery for small businesses, restaurants, schools, churches, concert venues, theaters, or other locations that do not have a loading dock.
- **Liftgate Service:** This service includes the driver utilizing a lift gate on the rear of the truck. The driver is responsible for lowering your shipment to the ground only. Once delivery is at ground level it is your responsibility to move the shipment from the delivery point to its destination
- **Notify Before Delivery:** Notify before delivery indicates that the receiver needs to be called before arrival. The carrier will call 24-48 hours prior to make a delivery appointment. If the receiver cannot be reached, these shipments can result in significant delays or additional redelivery fees.
- **Inside Delivery:** If this service is required, please reach out to one of our Sales Representative as we cannot be responsible for online quotes with this service. This service requires specifics that must be communicated to the carrier prior to getting a shipping quote.
- **Redelivery Fee:** This charge will occur when a delivery is unsuccessful on the first try and the carrier must try to deliver the shipment a second time. Redeliveries occur within the carrier's available timeframe.
- **Construction Site Delivery:** This charge is for any destination that is under construction and requires an LTL truck to navigate a construction site.

Shipping Service Discrepancies - If there is a discrepancy in the services requested and the minimum services required to deliver the product, the Customer agrees to pay and The Park Catalog reserves the right to charge the customer for any necessary additional services provided at the time of delivery.

Shipment Inspection Required - It is the customer's responsibility to inspect all deliveries for possible damage, correct quantities and to note any discrepancies on the freight bill PRIOR to signing the delivery receipt provided by the driver. All damage claims MUST be recorded on the delivery receipt and reported within 48 hours of delivery. The Park Catalog does NOT GUARANTEE replacements parts or products FREE of charge due to concealed or unreported damages.

Assembly May Be Required:

Most of our product's ship Knocked down and on commercial pallets to minimize freight damages and reduce freight cost.

CANCELLATIONS:

No order can be cancelled unless first authorized and confirmed in writing by The Park Catalog Team. Made-to-Order Items already in production may not be cancelled. If a cancellation is authorized, charges may apply based on the stage the order is in.

RETURNS:

We will accept returns of unopened/unused products, up to 30 days from the shipping date, subject to ALL the following terms and conditions:

- **Approval:** Written approval and instructions must be issued by our Customer Service Department before any merchandise can be returned.
- **Shipping Returns:** All merchandise must be returned in its original packaging, freight Prepaid, No Collect shipments are accepted.
- **Re-Stocking & Shipping Fees:** The customer is responsible for a minimum 25% re-stocking fee and all related shipping charges on product returned for reasons other than damage or defect. Original shipping charges will not be refunded.
- **Online Orders:** For online orders, The Park Catalog is not responsible if the customer orders incorrect product or colors. All return and restock fees apply.
- **Personalized** - These items are **NOT** eligible for return unless a defect in manufacturing is presented to us with pictures prior to return.
- **Refunds:** refunds will be issued on returned merchandise **AFTER** shipment is received and inspected at our warehouse and the goods are deemed to be resaleable and free of damages.

Payment options:

Credit Card: To maintain a safe environment for credit card transactions, we utilize a credit card processing company that partners with companies who transmit or process card information in a secure environment which complies with the Payment Card Industry Data Security Standard (PCI DSS). In compliance with the payment card industry data security standards, The Park Catalog cannot accept credit card payment information via Email/Fax/US Mail/Telephone/Voice Mail. A secure payment link will be sent via email to allow your transaction to be completed.

Check: Payable to Highland Products Group or The Park Catalog, 931 Village Blvd Ste 905-354, West Palm Beach, FL 33409

ACH: You will find ACH/Wire information on the pages following your proposal

Purchase Order: We accept purchase orders from Government/Municipal entities, Public Schools, non-private Colleges, and Universities to name a few. All other customer types must speak with a sales representative for qualifications to utilize a purchase order.

Force Majeure:

No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this agreement due to acts of God, outbreaks, epidemic/pandemic or the spreading of disease or contagion strikes or other disturbances, including, without limitation, war, insurrection, embargoes, governmental restrictions, acts of governments or governmental authorities, and any other cause beyond the control of such party. During an event of force majeure, the Parties' duty to perform obligations shall be suspended.

To accept this proposal:

Sign Here: _____ Date: _____



Building communities through play & recreation™

To Whom It May Concern:

This is in response to your request for a W-9 from a single member LLC, disregarded for income tax purposes. All receipts and federal taxes for this entity are reported on a consolidated tax return under Playcore Group, Inc & Subsidiaries, federal identification number (FEIN) 82-2297804, and as such, we will not require a 1099 issued since we are a U. S. corporation.

Please find the following enclosed documents:

- A W-9 for Playcore Group, Inc & Subsidiaries with FEIN 82-2297804. Lines 5, 6, and 7 all list the business address, name, and FEIN of the disregarded LLC entity.

Aside from making a 1099 determination for federal income tax, the LLC's name and address should be used for *all other business purposes* including, but not limited to: invoicing, licensing, signing / executing contracts, creating customer / vendor accounts, etc.

Should you have any questions regarding the attached, please do not hesitate to reach out to our department at tax@playcore.com.

Sincerely,


Scott Hooker
Senior Tax Accountant
shooker@playcore.com

Building communities through play

544 Chestnut Street Chattanooga, TN 37402 1-877-762-7563 www.playcore.com

Quote #
WQ 393114

Here is the Quote as per your request. The 'Shipping' total has been applied.
To place an order, simply click 'Submit Order Confirmation' below.
Please print this page for your records.
Customer Order Confirmation is **required** to process order.

 [Belson Outdoors, LLC - Home](#)

627 Amersale Drive
Naperville, IL. 60563
sales@belson.com

Toll Free: 1-800-323-5664
Phone: 1-630-897-8489
Fax: 1-630-897-0573

QUOTE #
WQ 393114

Expires 4/3/2026

Model #	Description	Lbs	Quantity	Unit Price	Unit Total
LB96	8' Ribbed Steel Bench With Back & Arms, With Center Arm Rest, 27.5"W x 31.75"H Bike Black Discount Applied	460	4	\$3,169.00	\$12,676.00
Subtotal		1,840		Subtotal	\$12,676.00
<input type="checkbox"/> 0.0000% Tax					\$0.00
Freight - S&H					\$2,335.29
Grand Total					\$15,011.29

Customer Order Confirmation is required to process order.

Your Order will not be shipped without your "Order Confirmation"

Bill To:

Ship To:

First/Last Name	Mike Burske	Ship To	Lady Lake Parks and Recreation
Company	Town of Lady Lake	Address 1	260 Rolling Acres Rd.
Address 1	409 Fennell Blvd.	Address 2	
Address 2		City	Lady Lake
City	Lady Lake	State	FL
State	FL	Zip Code	32159
Zip Code	32159	Country	USA
Country	USA	Phone	3525774433
Phone	3525774433	Contact	352 430 0451
Fax		Email	mburske@ladylake.org
Email	mburske@ladylake.org		

Additional Delivery Services

<input checked="" type="checkbox"/> Phone Call 24 Hours Prior to Delivery
<input checked="" type="checkbox"/> Delivery to Residential or Non-Commercial Truck Route Addresses
<input checked="" type="checkbox"/> Power Liftgate Service - Driver will lower shipment from the truck to the ground (Only)
Order Power Liftgate Service if — You will be unable to unload the shipment from the truck.
Does Not apply to UPS shipments

Special Instructions

--

Intended Payment Method

--


 Visa
Visa

 MasterCard
MasterCard

 American Express
American Express

 Discover
Discover

 Check With Order
Check with Order

 On Account
On Account

Order Confirmation Method — **Customer Confirmation is Required to Complete Order**

Email Order Confirmation

Fax Order Confirmation

Customer Service Representative Call (M-F 8:00am - 4:30pm CST)

What is the best day and time to call?

Contact Name (If Different than 'Sold To')

Phone

 [Submit Order Confirmation](#)  [Cancel Order](#)



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Finance Department — Patrol Vehicle Replacement (Joella LeDonne)

AGENDA ITEM ID

2026-82

DEPARTMENT

Police

SUMMARY

The Police Department requests approval to purchase and fully outfit three Ford Police Interceptor Utility patrol vehicles and one K-9 unit to replace aging Dodge Chargers and a Dodge Durango. During FY26 Budget workshop, if excess funds were available from the FY25 budget, the purchase of additional vehicles would be considered, via Budget Amendment #26-002.

The Dodge Chargers and Durango have become operational liabilities. Repairs have exceeded \$25,000 this fiscal year and over \$51,000 since October 2024. Repeated major mechanical failures, including multiple engine replacements, have increased downtime and reduced patrol availability. The Charger police package has been discontinued, limiting long-term manufacturer support and parts availability.

The purchase includes three fully outfitted standard patrol vehicles and one fully outfitted K-9 vehicle. This will restore four marked spare patrol vehicles, provide one dedicated K-9 spare, and maintain one CID spare. All vehicles included emergency lighting, communications equipment, and patrol-specific accessories for immediate deployment. The Ford Police Interceptor Utility provides a proven, durable, and actively supported law enforcement platform. Replacing these vehicles will reduce maintenance costs, decrease downtime, restore fleet redundancy including K-9 capability, and improve officer safety and operational readiness.

STAFF RECOMMENDATION

Approval of this \$256,203 request will replace unreliable vehicles, restore full spare capacity including K-9 operations, reduce maintenance costs, and ensure the department maintains a sustainable and dependable patrol fleet.

FISCAL IMPACT

\$256,203

FUNDING SOURCE

001-2101-521-64-20



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Finance Department — Consideration of Patrol Mobile Data Computer Replacement (Joella LeDonne)

AGENDA ITEM ID

2026-79

DEPARTMENT

Police

SUMMARY

Current patrol laptops are consumer-grade devices not designed for continuous vehicle vibration, extreme temperature fluctuations, frequent docking/undocking, 24/7 operational use, or high-demand public safety applications. The proposed replacement will improve reliability, increase device longevity, reduce support demands, and strengthen officer productivity and response capability.

Panasonic Toughbooks are purpose-built for public safety and provide MIL-STD tested durability (shock, vibration, heat, cold), reinforced construction for vehicle mounting, reduced service interruptions, longer expected service life (5+years), and five-year warranty coverage for predictable budgeting. Upgraded memory ensures reliable performance for CAD, records management systems, mapping, body camera integration, and state/federal databases while extending device lifespan. The purchase includes 33 primary patrol units and 2 fully configured spare units, which will be preprogrammed and maintained in ready status to allow immediate deployment if a unit must be sent for repair, ensuring uninterrupted operations and minimizing officer downtime. Each unit will be configured with 64 GB of RAM to support current and anticipated software demands.

While the upfront investment is significant, ruggedized devices typically last longer than consumer models, require fewer repairs, reduce IT labor hours, minimize officer downtime, and provide stable five-year lifecycle costs. Proactive replacement supports predictable budgeting and long-term operational sustainability.

STAFF RECOMMENDATION

Approval of this \$171,115 investment will provide durable, future-ready mobile computing equipment that enhances operational reliability, maintains continuous patrol capability, and

supports long-term fiscal responsibility. This total cost includes all supporting equipment, vehicle chargers, and five-year manufacturer warranty coverage.

FISCAL IMPACT

\$171,115

FUNDING SOURCE

001-2101-521-64-10



updated 2/26

QUOTE
#022426LLP
 Date: 02/24/2026

Bill To:
 Lady Lake Police
 423 Fennell Blvd.
 Lady Lake, FL 32159

Ship To:
 Lady Lake Police
 423 Fennell Blvd.
 Lady Lake, FL 32159

Expected Ship Date	Sales Rep	Shipping Method	Terms
4 – 6 Weeks	Luke Brown	UK	PO

Quantity	Item Description	Rate	Amount
35	FZ-55JZ01SBM - PAN US, TGHBOOK, WIN11PRO, I7-1370U VPRO (5.2GHZ), AMT, 14" FHD 1KNIT GLVMLTTCH, 64GB (32+32), INTL IRISXE, 1TBOPALSSD, WIFI6E, BT, 4GEM7595, GPS, COMSPTR, DLPAS, MICANDINFRD 2MPWBCAM, VGA+SERIAL+ USBA, STANBATT, TPM 2.0, EMIS BL KYBRD, FLAT	\$4,168.00	\$145,880.00
35	CF-SVCLTNF5Y - PANASONIC US, WARRANTY, PROTECTION PLUS, YEARS 1,2,3,4, 5, NCNR	\$577.00	\$20,195.00
35	CF-LNDDC120 - PANASONIC US, ACCESSORY, LIND 120-WATT 12-32 VOLT INPUT CAR CHARGER, CF-30/31, CF-53/54/, FZ-G1, FZ-M1	\$144.00	\$5,040.00
	Sourcewell State Contract, 090122-PNA	\$	\$
		\$	\$

Shipping	\$0.00
Tax Total	\$Tax Exempt
TOTAL	\$171,115.00

Conversa Solutions LLC
 1110 Jorie Blvd. Suite 202, Oak Brook, IL 60523



Updated 2/26

QUOTE
#022426LLP
 Date: 02/24/2026

Bill To:
 Lady Lake Police
 423 Fennell Blvd.
 Lady Lake, FL 32159

Ship To:
 Lady Lake Police
 423 Fennell Blvd.
 Lady Lake, FL 32159

Expected Ship Date	Sales Rep	Shipping Method	Terms
4 – 6 Weeks	Luke Brown	UK	PO

Quantity	Item Description	Rate	Amount
35	FZ-55JZ00KBM - PAN US, TGHBOOK, WIN11PRO, I7-1370P VPRO (5.2GHZ), AMT, 14" FHD 1K NIT GLVMLTTC, 32GB , INTEL UHD, 512GB OPALSSD, WIFI6E, BT, MIC AND INFRD 2MP WBCAM, STANBATT, TPM 2.0, EMIS BL KYBRD, FLAT	\$2,898.00	\$101,430.00
35	CF-SVCLTNF5Y - PANASONIC US, WARRANTY, PROTECTION PLUS, YEARS 1,2,3,4, 5, NCNR	\$577.00	\$20,195.00
35	CF-LNDDC120 - PANASONIC US, ACCESSORY, LIND 120-WATT 12-32 VOLT INPUT CAR CHARGER, CF-30/31, CF-53/54/, FZ-G1, FZ-M1	\$144.00	\$5,040.00
	Sourcewell State Contract, 090122-PNA	\$	\$
		\$	\$

Shipping	\$0.00
Tax Total	\$Tax Exempt
TOTAL	\$126,665.00

Conversa Solutions LLC
 1110 Jorie Blvd. Suite 202, Oak Brook, IL 60523

Account name: 11138275

TOWN OF LADY LAKE PD
 SGT ANDREW CROGAN
 423 FENNELL BLVD
 LADY LAKE FL 32159-3158

SHIP-TO

TOWN OF LADY LAKE PD
 SGT ANDREW CROGAN
 423 FENNELL BLVD
 LADY LAKE FL 32159-3158

Quotation

Quotation Number : [0229223307](#)
Document Date : 24-FEB-2026
PO Number :
PO Release : PANASONIC TB 55 64GB WARR LIND
Sales Rep : Ricardo Pryor
Email : RICARDO.PRYOR@INSIGHT.COM
Phone : +14804096992
Sales Rep 2 : Margery Murphy
Email : MARGERY.MURPHY@INSIGHT.COM
Phone : +19374159418

We deliver according to the following terms:

Payment Terms : Credit Card
Ship Via : Insight Assigned Carrier/Ground
Terms of Delivery : FOB DESTINATION
Currency : USD

Material	Material Description	Quantity	Unit Price	Extended Price
FZ-55JZ01SBM	Panasonic Toughbook 55 - Rugged - Intel Core i7 - 1370P / up to 5.2 GHz - Win 11 Pro - Intel Iris Xe Graphics - 64 GB RAM - 1 TB SSD NVMe, TCG Opal Encryption - 14" IPS touchscreen 1920 x 1080 (Full HD) - Gigabit Ethernet - Wi-Fi 6E, Bluetooth - 4G OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 5196.99 Discount: 17.611%	35	4,281.76	149,861.60
CF-SVCLTNF5Y	Panasonic Protection Plus - Accidental damage coverage - parts and labor - 5 years - for Toughbook 19, 31, 52, 53, 74, C1, F9, H1, H2, S10, T8, U1 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 922.99 Discount: 31.895%	35	628.60	22,001.00
CF-LNDDC120	LIND PA1580-1642 - Car power adapter - 120 Watt - for Toughbook 19, 31, F9 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 211.99 Discount: 31.770%	35	144.64	5,062.40

Product Subtotal	154,924.00
Services Subtotal	22,001.00
TAX	0.00
Total	176,925.00



INSIGHT PUBLIC SECTOR, INC.
 2701 E INSIGHT WAY
 CHANDLER AZ 85286-1930
 Tel: 800-467-4448

Account name: 11138275

TOWN OF LADY LAKE PD
 SGT ANDREW CROGAN
 423 FENNELL BLVD
 LADY LAKE FL 32159-3158

SHIP-TO

TOWN OF LADY LAKE PD
 SGT ANDREW CROGAN
 423 FENNELL BLVD
 LADY LAKE FL 32159-3158

Quotation	
Quotation Number :	0229223245
Document Date :	24-FEB-2026
PO Number :	
PO Release :	PANASONIC TB 55 32GB WARR LIND
Sales Rep :	Ricardo Pryor
Email :	RICARDO.PRYOR@INSIGHT.COM
Phone :	+14804096992
Sales Rep 2 :	Margery Murphy
Email :	MARGERY.MURPHY@INSIGHT.COM
Phone :	+19374159418

We deliver according to the following terms:

Payment Terms : Credit Card
Ship Via : Insight Assigned Carrier/Ground
Terms of Delivery : FOB DESTINATION
Currency : USD

Material	Material Description	Quantity	Unit Price	Extended Price
FZ-55JZ00KBM	Panasonic Toughbook 55 - Rugged - Intel Core i7 - 1370P / up to 5.2 GHz - Win 11 Pro - Intel Iris Xe Graphics - 32 GB RAM - 512 GB SSD TCG Opal Encryption, NVMe - 14" IPS touchscreen 1920 x 1080 (Full HD) - Wi-Fi 6E, Bluetooth - 4G LTE, LTE-A OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 3620.99 Discount: 17.784%	35	2,977.05	104,196.75
CF-SVCLTNF5Y	Panasonic Protection Plus - Accidental damage coverage - parts and labor - 5 years - for Toughbook 19, 31, 52, 53, 74, C1, F9, H1, H2, S10, T8, U1 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 922.99 Discount: 31.895%	35	628.60	22,001.00
CF-LNDDC120	LIND PA1580-1642 - Car power adapter - 120 Watt - for Toughbook 19, 31, F9 OMNIA PARTNERS (COBB COUNTY) IT PRODUCTS AND SERVICES(# 23-6692-03) List Price: 211.99 Discount: 31.770%	35	144.64	5,062.40

Product Subtotal	109,259.15
Services Subtotal	22,001.00
TAX	0.00
Total	131,260.15



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

Pricing and Availability Notice

Due to ongoing supply chain challenges, some hardware manufacturers cannot guarantee product availability or pricing until the product is shipped. While we make every effort to honor quoted pricing, if a hardware manufacturer increases its price to CDW after a quote is issued or order is accepted, we may need to update your quoted price to reflect that change irrespective of any timeframes or validity periods set forth in the quote, including up to the date of shipment. In the event of a price adjustment, we will notify you prior to shipment. Any price adjustment would only occur if the hardware manufacturer increases its pricing to CDW.

JOHN PEARL,

Thank you for considering CDW.G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

updated 2/26

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PTQS322	2/24/2026	PANASONIC	6769115	\$131,952.05

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Panasonic Toughbook 55 14" Intel Core i7 1370P 32GB RAM 512 GB SSD Mfg. Part#: FZ-55JZ00KBM Win11 Pro, Intel Core i7-1370P vPro (up to 5.2GHz), AMT, 14.0IN FHD 1000 nit Gloved Multi Touch, 32GB, Intel UHD, 512GB OPAL SSD, Intel Wi-Fi 6E, Bluetooth, Mic and Infrared 2MP Webcam, Standard Battery, TPM 2.0, Emissive Backlit Keyboard, Flat Contract: Sourcewell 121923-CDWG Tech Catalog GOV ONLY (121923)	35	7857423	\$2,923.99	\$102,339.65
Panasonic Toughbook Protection Plus - insurance - 5 years Mfg. Part#: CF-SVCLTNF5Y UNSPSC: 81112307 PROTECTION PLUS WARRANTY - FZ-40 and FZ-55 LAPTOP (YEARS 1, 2, 3, 4 and 5) Electronic distribution - NO MEDIA Contract: Sourcewell 121923-CDWG Tech Catalog GOV ONLY (121923)	35	488805	\$584.97	\$20,473.95
LIND PA1580-1642 - car power adapter - 120 Watt Mfg. Part#: CF-LNDDC120 UNSPSC: 39121006 Lind 120 Watt 12-32 Volt Input Car Charger for CF-30, CF-31, CF-33, 4K Mk1, Mk2, FZ-40, CF-54, FZ-55, CF-20, FZ-G1, FZ-G2 Contract: Sourcewell 121923-CDWG Tech Catalog GOV ONLY (121923)	35	2090640	\$141.07	\$4,937.45

QUOTE DETAILS (CONT.)

[Panasonic Toughbook 55 - 14" - Intel Core i7 - 1370P - 64 GB RAM - 1 TB SSD](#) 1 8330961 \$4,201.00 \$4,201.00

Mfg. Part#: FZ-55JZ01SBM

Win11 Pro, Intel Core i7-1370P vPro (up to 5.2GHz), AMT, 14.0 FHD 1000 nit Gloved Multi Touch, 64GB(32+32), Intel Iris Xe, 1TB OPAL SSD, Intel Wi-Fi 6E, Bluetooth, 4G EM7595, GPS, COM Splitter, Dual Pass (Ch1:GPS/Ch2:WWAN), Mic and Infrared 2MP Webcam, VGA + Serial + USB-A, Standard Battery, TPM 2.0, Emissive Backlit Keyboard, Flat
Contract: Sourcewell 121923-CDWG Tech Catalog GOV ONLY (121923)

35 x = 147,035
20,473
4937

172.445

SUBTOTAL \$131,952.05
SHIPPING \$0.00
SALES TAX \$0.00
GRAND TOTAL **\$131,952.05**

PURCHASER BILLING INFO	DELIVER TO
Billing Address: TOWN OF LADY LAKE ACCTS PAYABLE 409 FENNELL BLVD LADY LAKE, FL 32159-3158 Phone: (352) 751-1545 Payment Terms: NET 30-VERBAL	Shipping Address: TOWN OF LADY LAKE JOHN PEARL 409 FENNELL BLVD LADY LAKE, FL 32159-3158 Phone: (352) 751-1545 Shipping Method: DROP SHIP-GROUND
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



Sales Contact Info

Paige Petry | (877) 525-3511 | paigpet@cdwg.com

Need Help?



My Account



Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Finance Department — Town Hall Office Upgrades (Joella LeDonne)

AGENDA ITEM ID

2026-81

DEPARTMENT

Finance

SUMMARY

Due to the ongoing renovations at Town Hall and the Library, with offices being relocated and updated, several additional items are needed to complete the improvements and create a welcoming and professional environment for residents and visitors. These costs were discovered after renovations were made, after the FY26 budget was approved. If excess funds were available from the FY25 budget, the purchase of additional furniture and office upgrades would be considered, via Budget Amendment #26-004.

- Town Manager's conference room, which was previously occupied by the Communications Director, has now been relocated to where the Finance Department was, with new chairs for the conference table (\$1,390).
- Clerk's Office — updating the front lobby with new chairs and updating the wall art located in the Clerk's Office, Utility Lobby, and Chamber's entryway with photographs highlighting various locations and events in Lady Lake (\$1,901.15).
- Growth Management — Furniture that was approved in FY25 for the new space at the library was not received by the end of the fiscal year as promised and the purchase order was closed out. The remainder of the balance was not budgeted in FY26. At the time of budgeting, the estimated amount for the new postal machine was based on the one the Clerk's Office has. After the move, which was in FY26, there was an updated machine that could perform certified mail functions. However, there was an increase in price. Recommending the purchase of a refrigerator, since the refrigerator that is located in the new space was moved to the library area for their personnel (\$9,635.20)
- IT Department - Library computer hardware lifecycle due to anticipated supply chain-related price increases in April. The Communication Department will need a large format display with a meeting bar for in-person and remote meetings. (\$26,193.48).
- Parks & Recreation Department — Furniture request for the new Events Office located in the Log Cabin. It was unanticipated that the Lady Lake Area Chamber of Commerce would be leaving the cabin this fiscal year {\$7,500}.

STAFF RECOMMENDATION

Approval of \$67,751.33 would cover all expenses for the upgrades and renovations to finish all partially completed projects.

FISCAL IMPACT

\$46,619.83

FUNDING SOURCE

Various.



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Town Manager's Office — Town Manager Annual Salary Adjustment (William Lawrence)

AGENDA ITEM ID

2026-62

DEPARTMENT

Town Manager

SUMMARY

Town Manager Lawrence's annual performance merit increase is due on April 1st. Mr. Lawrence's 4-year contract is set to expire on April 1, 2027. It has been customary to offer him the same percentage increase that staff received in the previous year, which was %. However, this is entirely at the discretion of the commission.

STAFF RECOMMENDATION

Commission decision.

FISCAL IMPACT

To be determined.

FUNDING SOURCE

Town Manager 001-1201-512-1200

Employment Agreement

This Agreement, effective April 1, 2023, by and between the Town of Lady Lake, Florida, a municipal corporation, ("Employer" or "Town") and William Lawrence ("Employee") who understand and agree as follows:

Recitals

Whereas, Employer desires to continue to employ the services of William Lawrence as Town Manager of the Town of Lady Lake ("Town") as provided by its Home Rule Charter; and

Whereas, Employee desires to continue employment as Town Manager of the Town; and

Now Therefore, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1: Duties. Employer hereby agrees to employ William Lawrence as Town Manager of the Town of Lady Lake to perform the Town Manager functions and duties specified in the Town Charter and to perform other legally permissible and proper duties and functions as the Town Commission shall assign.

Section 2: Term.

A. Employee agrees to remain employed by Employer as Town Manager from April 1, 2023, through April 1, 2027, and to not become employed by any other employer until resignation or termination as provided in this Agreement.

B. Prior to the end of the four-year contract period, this Agreement may be extended on the same terms and conditions as herein provided or new terms and conditions as may be negotiated by the parties hereto. The Town Commission is not obligated to extend this Agreement beyond the four-year contract period. Employee's services as Town Manager are terminable at will by the Town Commission.

C. Pursuant to Section 3.02 of the Town Charter, nothing prevents, limits, or otherwise interferes with the right of the Town Commission to terminate the services of Employee at any time subject only to the provisions set forth in Section 3 of this Agreement.

D. Nothing prevents, limits, or otherwise interferes with the right of Employee to resign at any time from his position with Employer, subject only to the provisions set forth in Section 4 of this Agreement.

Section 3: Termination of Town Manager and Severance Pay.

A. Termination With Cause. This Agreement may be terminated by the Town at any time for cause by a majority vote of the Town Commission. In such case, Employee shall be entitled only to accrued benefits available to any other employee. For purposes of this Section 3, "cause" includes incompetence, malfeasance or misfeasance, drunkenness at work, drug induced impairment at work, illegal drug dependency, or a valid arrest for a felony offense. Employee shall be given written notice of the reasons to terminate with cause at least 10 days prior to a hearing to terminate Employee with cause.

B. Termination Without Cause. In the event Employee is terminated by the Town Commission without cause and provided Employee is willing and able to perform his duties under this Agreement, then Employer agrees to pay Employee's base salary for a period of ten weeks from the date of termination or make a lump sum cash payment equal to ten weeks base salary, at its option. Health insurance coverage for Employee and Employee's spouse shall be paid for by Employer for a period of ten weeks from the date of termination, provided however, that no other benefits shall accrue following the effective date of termination (i.e., during the ten-week period or when calculating the lump sum cash payment). Base salary shall not include retirement contributions. At the time of termination, Employee shall be compensated for all unused vacation leave that accrued prior to that date as set forth in Section 9 of this Agreement.

C. Any severance payment made must be approved by the Town Commission prior to payment and comply with Section 215.425 *Florida Statutes*.

D. Should the Town terminate Employee without cause, Employee agrees to execute, prior to receiving the severance payment, a general release releasing the Town from any legal claims and damages, including, but not limited to, claims asserted under FMLA or ADA.

Section 4: Resignation. In the event Employee voluntarily resigns his position as Town Manager before expiration of his employment term, then Employee shall give Employer at least 2 months' notice in advance of his last day at work. At any time during the two-month period after Employee tenders his notice of resignation as Town Manager, Employer can terminate Employee without cause and avoid payment of the severance referenced in Section 3 B. above.

Section 5: Salary. Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$134,820.00 payable in installments at the same time as other management employees of the Employer are paid. Unless otherwise decided by the Town Commission by majority vote, employee shall receive salary increases equivalent to the percentage increase Employer decides to give other Town Management employees.

Section 6: Performance Evaluation.

A. On or before April 1, 2024, and at any time thereafter, the Town Commission may review and evaluate the performance of Employee. Said review and evaluation shall be in accordance with criteria developed by Employer. Said criteria may be added to or deleted as the Town Commission may from time to time determine. Further, the Town Commission may provide Employee with a written evaluation and may provide an adequate opportunity for Employee to discuss his evaluation with the Town Commission in an open meeting held for that purpose.

B. At any time, the Town Commission may define Town Manager goals and performance objectives for the proper operation of the Town and to fulfill the Town Commission's policy objectives. The Town Commission may further establish a relative priority among those various goals and objectives. Thereafter, at its discretion, the Town Commission may periodically review the goals and performance objectives to determine whether revisions should be made.

C. In conjunction with any evaluation, Employee may or may not receive a salary increase in an amount established by the Town Commission in its sole discretion.

Section 7: Hours of Work. Employee is expected to work sufficient hours to satisfactorily complete his job, including after normal business hours and weekends if necessary. In the event of an emergency, Employee shall be available to each Town Commissioner on holidays, days off, weekends and after business hours.

Section 8: Outside Business Activities. Employee shall obtain prior written approval of the Town Commission before engaging in teaching, consulting or other non-Employer related business.

Section 9: Vacation, Sick Leave, Health Insurance and Other Benefits.

A. Except as otherwise set forth in this Agreement, all provisions of the Town Charter, Code of Ordinances, regulations, resolutions, and personnel rules of the Employer relating to vacation and sick leave, retirement contributions, holidays, and all other benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of Employer.

B. Except as otherwise set forth in this Agreement, Employee shall be entitled to receive the same vacation and sick leave benefits as are accorded department heads, including provisions governing accrual and payment therefore on termination of employment as Town Manager.

C. Employee shall have one extra week of paid vacation in addition to the vacation time provided in Sections 9 A and B above and be provided with a vehicle, which he can take home, and a credit card for automobile expenses and fuel relating to that vehicle.

Section 10: Dues and Subscriptions. Employer may, at its discretion, budget for and pay for professional dues and subscriptions of Employee necessary for his continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, advancement, and for the good of the Employer.

Section 11: Professional Development. Employer, at its discretion, may budget and pay for expenses of Employee in accordance with professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official functions for Employer, including but not limited to the Florida League of Cities, and such other regional, state, and local governmental groups and committees thereof which Employee serves as a member.

Section 12: Civic Club Membership. Employer recognizes the desirability of representation in and before local civic and other organizations, and Employee is authorized to become a member of such civic clubs or organizations, for which Employer shall pay all expenses if approved by Employer. Employee shall obtain prior approval from Employer for each membership he intends to obtain Employer's expense.

Section 13: Indemnification. The Town agrees to defend, hold harmless, and indemnify Employee for any damages, fees, costs or expenses arising out of any and all Employee's acts performed within the scope of Employee's employment in accordance with state law. Employee agrees to defend, hold harmless and indemnify Employer for any and all damages, fees, costs or expenses arising out of any and all Employee's acts performed outside the scope of his employment.

Section 14: Amendment to Agreement. The Town Commission shall establish any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Town Charter, or any other law. Any amendment to this Agreement must be in writing signed by both parties.

Section 15: No Reduction of Benefits By Employer. Employer shall not at any time during the term of this Agreement reduce the salary, compensation, or other financial benefits of Employee, except to the degree of such a reduction across-the-board for all employees of the Employer.

Section 16: Notices. Notices pursuant to this Agreement shall be given by

email to: A. **Employer:** Town Commission
clerk@ladylake.org

B. **Employee:** William Lawrence
lbrlawrence@aol.com and
wlawrence@ladylake.org

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or if emailed, the date sent.

Section 17: General Provisions.

A. The terms herein shall constitute the entire Agreement between the parties and no other terms exist unless set forth in this Agreement.

B. Employer and Employee shall abide by the law and all Town ordinances, rules, resolutions, and policies.

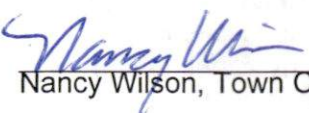
C. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

In Witness Whereof, the Town of Lady Lake has caused this Agreement to be signed and executed on its behalf by its Town Mayor and duly approved as to form by the Town Attorney, attested by the Town Deputy Clerk, and Employee has signed and executed this Agreement, on March 20, 2023.

Employer Town of Lady Lake:


Jim Reitz, Mayor

Attest:


Nancy Wilson, Town Clerk

Employee:


William Lawrence, Town Manager

Approved as To Form:


Derek A. Schroth, Town Attorney

First Addendum to Employment Agreement

This First Addendum to Employment Agreement, effective April 1, 2024, by and between the Town of Lady Lake, Florida, a municipal corporation, ("Employer" or "Town") and William Lawrence ("Employee") who enter this Addendum on April 15, 2024. To the extent the terms of this First Addendum conflict with the terms of the Employment Agreement, the terms of this First Addendum control and supersede.

Whereas, Employer desires to continue to employ the services of William Lawrence as Town Manager as provided by its Home Rule Charter and increase his compensation; and

Whereas, Employee desires to continue employment as Town Manager of the Town with increased compensation.

Now Therefore, in consideration of the mutual covenants herein contained, the parties hereby delete Section 5 of the Employment Agreement in its entirety and replace it as follows:

Section 5: Salary. Employer agrees to pay Employee for his services an annual base salary of \$172,569.60 payable in installments at the same time as other management employees (department heads) of the Employer are paid. Unless otherwise decided by the Town Commission by majority vote, Employee shall receive annual salary increases equivalent to the percentage increase Employer decides to give other Town management employees (department heads), if any.

In Witness Whereof, the Town of Lady Lake has caused this Agreement to be signed and executed on its behalf by its Mayor and duly approved as to form by the Town Attorney, attested by the Town Clerk, and Employee has signed and executed this Agreement.

Employer Town of Lady Lake:


Ed Freeman, Mayor

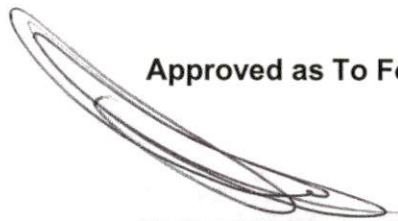
Employee:


William Lawrence, Town Manager

Attest:


Nancy Wilson, Town Clerk

Approved as To Form:


Derek A. Schroth, Town Attorney

TOWN COMMISSION MEETING AGENDA ITEM SIGNATURE PAGE
TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE:

Town Manager Annual Salary Adjustment (Bill Lawrence)

REQUESTED MEETING DATE AND TIME:

Monday, March 17, 2025 at 6:00 pm

ATTACHMENTS:

ORDINANCE

OTHER-RFP

RESOLUTION

SUPPORTING DOCUMENT

MILLAGE RESOLUTION

TOWN CLERK:

Nancy Liu

DATE:

3/10/25

DEPARTMENT HEAD:

DATE:

RISK MANAGER:

DATE:

FINANCE DIRECTOR:

psw

DATE:

3/10/25

TOWN MANAGER:

Bill Lawrence

DATE:

3/10/25

BOARD ACTION:

*1 Sage
2 Roberts*

APPROVED AS RECOMMENDED

5% increase

CONTINUED TO DATE CERTAIN

DISAPPROVED

APPROVED WITH MODIFICATION

TABLED INDEFINITELY



TOWN COMMISSION MEETING AGENDA ITEM TOWN OF LADY LAKE, FLORIDA

AGENDA ITEM TITLE

Town Manager Annual Salary Adjustment

AGENDA ITEM ID

20250317

DEPARTMENT

Town Manager

SUMMARY**Staff Recommended Motion**

To be determined by the Town Commission

Town Manager Lawrence's annual performance merit adjustment is due on April 1st. It has been customary to offer him the same percentage increase that staff received in the previous year which was 5%. However, this is entirely at the discretion of the commission.

FISCAL IMPACT

To be determined

SOURCE OF FUNDING

Town Manager

FUNDING ACCOUNT

001-1201-512-1200

include a space needs analysis and a staffing analysis at a cost of \$25,000. Chief Hunt stated the information in these reports will be used to determine staffing needs for up to 20 years, along with the space needs within that time frame. These are detailed reports that analyze the department's call volume, types of calls they respond to, and the time it takes from time of arrest and transporting to the sheriff's office in Lake County for booking. Additional information acquired will be useful in determining the number of personnel needed, particularly regarding the town's projected growth.

Finance Director Winegardner stated a contingency line item is budgeted every year that may be used if necessary to cover this cost, which would be a budget transfer. She advised that the police department ended FY 2022-2023 under budget. She stated that if the police department follows suit again this fiscal year, the police budget would cover this expense. She advised that approval of this agenda item includes securing the budget transfer if needed.

Commissioner Roberts stated that she has discussed this agenda item with the constituents in her ward and the majority support conducting the study. Mayor Freeman advised he has received the same feedback from constituents in his ward.

Commissioner Roberts made a motion to approve the contract with the Center for Public Safety for Pre-Design Services; Commissioner Sage seconded. Motion carried by a 5-0 vote.

2. Town Manager Annual Salary Adjustment. (Bill Lawrence)

Town Manager Lawrence humbly stated that he would accept what the commission desires.

Mayor Freeman stated that the past practice is to give the town manager the same increase as the employees received at the beginning of the fiscal year, which was 5%.

Commissioner Gourlie confirmed with Mr. Lawrence that he will be manager for two more years.

Mr. Lawrence clarified that there are two years remaining in his contract. The commission considers his salary increase at this time each year. He stated that he does not receive an increase in October when the employees receive their raises.

Commissioner Regan verified that the commission is considering a 4% or 5% salary increase.

Commissioner Roberts stated that she is in favor of giving Mr. Lawrence the same 5% pay raise as the rest of the town's employees. She stated that the town is operating well and believes that is directly related to the town's leadership.

Commissioner Sage made a motion to give the town manager a 5% annual salary increase; Commissioner Roberts seconded. Motion carried by a 5-0 vote.

D. TOWN ATTORNEY'S REPORT