



Rizzetta & Company

# Lake Padgett Estates Independent Special District

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## Board of Supervisors' Meeting February 20, 2020

District Office:  
5844 Old Pasco Road, Suite 100  
Wesley Chapel, FL 33544  
813-994-1001

[www.lakepadgettisd.org](http://www.lakepadgettisd.org)

**LAKE PADGETT ESTATES  
INDEPENDENT SPECIAL DISTRICT**

Rizzetta & Company, Inc., 5844 Old Pasco Road, Suite 100, Wesley Chapel, FL 33544

<b>Board of Supervisors</b>	Steve Yarbrough Pam Carr Linda Hutchinson Keith Crockett David Hipps	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Matthew Huber	Rizzetta & Company, Inc.
<b>District Counsel</b>	Tim Hayes	Law offices of Timothy G, Hayes, P.A.
<b>District Engineer</b>	John Mueller	Sprinkle Consulting

**All cellular phones must be placed on mute while in the meeting room.**

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (813) 994-1001. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT**  
**5844 OLD PASCO ROAD - SUITE 100 – WESLEY CHAPEL, FLORIDA 33544**  
[WWW.LAKEPADGETTISD.ORG](http://WWW.LAKEPADGETTISD.ORG)

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February 12, 2020

**Board of Supervisors**  
**Lake Padgett Estates**  
**Independent Special District**

**FINAL AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors' of Lake Padgett Estates Independent Special District will be held on Thursday, February 20, 2020 at 6:30 p.m. at the Lake Padgett Estates Stables Meeting Room, located at 3614 Stable Ridge Lane, Land O' Lakes, FL 34639. The following is the final agenda for this meeting:

- 1. CALL TO ORDER / ROLL CALL**
- 2. PLEDGE OF ALLIEGANCE**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ITEMS**
  - A. Consideration of Establishing an Audit Committee
- 5. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Meeting held on December 19, 2019 Tab 1
  - B. Consideration of the Operation and Maintenance Expenditures for November and December 2019 Tab 2
- 6. STAFF REPORTS**
  - A. District Engineer
    1. Update on Women's Bathroom
    1. Update on Electrical Project
  - B. District Counsel
    1. LPEISD Trails
  - C. District Manager
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

I look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact me at (813) 994-1001.

Sincerely,  
[Matt Huber](#)  
District Manager

# Tab 1

**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

The regular meeting of the Board of Supervisors of the Lake Padgett Estates Independent Special District was held on **Thursday, December 19, 2019 at 6:31 p.m.** at the Lake Padgett Estates Stables Meeting Room, located at 3614 Stable Ridge Lane, Land O' Lakes, Florida 34639.

Present and constituting a quorum:

Steve Yarbrough	<b>Board Supervisor, Chairman</b>
Pam Carr	<b>Board Supervisor, Vice Chair</b>
David Hipps	<b>Board Supervisor, Assistant Secretary</b>
Keith Crocket	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Matthew Huber	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Timothy Hayes	<b>District Counsel</b>
John Muller	<b>District Engineer, Sprinkle Consulting</b>
Audience	<b>Present</b>

**FIRST ORDER OF BUSINESS** **Call to Order**

Mr. Huber called the meeting to order.

**SECOND ORDER OF BUSINESS** **Roll Call**

Mr. Huber completed the roll call confirming a quorum for the meeting.

**THIRD ORDER OF BUSINESS** **Pledge of Allegiance**

Mr. Huber asked all those in attendance to stand and join him in reciting the Pledge of Allegiance.

**FOURTH ORDER OF BUSINESS** **Public Comments on Agenda items**

Mr. Gramer provided a brief recap on the fish stocking project, noting that the process would be repeated in April. He thanked the Board, staff and neighbors for all the assistance and donations.

48           A brief discussion was held regarding treating the Lily pads by maintenance staff  
49 within the navigation lanes in Lake Joyce.

50  
51           Discussion was also held regarding stocking bass, the potential for an additional  
52 boat ramp to be installed in Stable Ridge or possibility of joining the ISD. Mr. Hayes  
53 reviewed the process for neighboring communities to join, noting that the Board has the  
54 ability to do so and set the standards of usage for the parks. He stated that typically the  
55 Board has been against doing this.

56  
57 **FIFTH ORDER OF BUSINESS**

**Staff Reports**

58  
59 **A.     District Counsel**

60           No report.

61  
62 **B.     District Manager**

63           Mr. Huber updated the Board on the status of the cabana roof project. He  
64 asked that the Board ratify the acceptance of the insurance payment.

65  
66           On a Motion by Chairman Yarborough, seconded by Assistant Secretary Crocket, with  
67 all in favor, the Board ratified acceptance of the insurance payment for cabana roof  
68 repairs (\$14,131.99), for Lake Padgett Estates Independent Special District.

69           Mr. Huber asked that the Board ratified approval of the proposal for the  
actual repairs.

70  
71           On a Motion by Chairman Yarborough, seconded by Assistant Secretary Crocket, with  
72 all in favor, the Board ratified the proposal for the cabana roof repairs in the amount of  
73 \$16,625 (\$2,493.01 out of ISD budget) for Lake Padgett Estates Independent Special  
74 District.

75  
76           Mr. Huber informed the Board of the status of the cell phones for  
77 maintenance staff, noting that they have been ordered through the  
78 Business/Government division of Verizon ant a cost of \$50 per month with  
79 unlimited everything, plus a new phone every year.

80           Mr. Huber spoke about a gate incident at Laird Park on December 14<sup>th</sup> and a  
81 brief discussion ensued.

82           Mr. Huber informed the Board that the next scheduled meeting is January  
83 16, 2020, at 6:30 p.m.

84  
85 **C.     District Engineer**

86           Mr. Mueller stated that the electrical project at the Stables area will be  
completed next week and then the work will begin in Lake Padgett. A brief  
discussion was held regarding the lights

87 Mr. Mueller informed the Board that the restroom permits were issued and  
88 work is underway. He noted that he will have an update on the schedule for  
89 the January meeting.  
90

91 Mr. Mueller stated that the Russel Adams deed correction was completed  
92 and recorded including the revised boundary sketch.  
93

94 Mr. Mueller reviewed the notice from the Florida EPA regarding fill that was  
95 dumped on the shore line of the Lake Padgett boat ramp. He noted that the  
96 situation has been resolved. He recommended that going forward fill not be  
97 placed within 30 yards of the lake banks.  
98

99 A request was made that Mr. Mueller look into installing riffraff on the banks  
100 to assist with stabilization  
101

102 **SIXTH ORDER OF BUSINESS**

**Update on Treatment of Lake Saxon**

103  
104 Mr. Huber asked that the Board ratify the stocking of Bluegill in the lakes.  
105

On a Motion by Chairman Yarborough, seconded by Vice Chair Carr, with all in favor,  
the Board ratified approval of the proposal to stock Blue gill in the amount of \$2,025 for  
Lake Padgett Estates Independent Special District.

106  
107  
108 **SEVENTH ORDER OF BUSINESS**

**Discussion of Capital Improvement  
Projects**

109  
110  
111 Chairman Yarborough led discussions on the review of planned Capital  
112 Improvements projects. It was noted that the DVR's at the gates are being upgraded, but  
113 the ISD will need to provide internet services to the boxes.  
114

On a Motion by Assistant Secretary Hipps, seconded by Assistant Secretary Crocket,  
with all in favor, the Board approved the installation of internet service at the gates (if not  
previously approved), for Lake Padgett Estates Independent Special District.

115  
116 It was noted that item #6 on the list was completed (locks on community room) by  
117 maintenance staff, a NTE amount of \$5,000 was set to complete the tree work at Laird  
118 Park, Staff should be able to install the gutters on the bathrooms, the corey gray shingles  
119 were approved for the pavilion with painting to match being completed by Staff, \$40,000  
120 was budgeted for all of the capital improvements and new equipment would be discussed  
121 as part of the 2020/2021 budget, and the boat ramp repairs on down to the end of the list  
122 should be pushed back.  
123

124 A brief discussion was held regarding updating the lease for the Stables to include  
125 a possible increase.  
126

127 **EIGHTH ORDER OF BUSINESS** **Consideration of the Board of**  
128 **Supervisors Regular Meeting Minutes**  
129 **for November 14, 2019**  
130

131 Mr. Huber stated that he distributed copies of revised minutes as requested by  
132 Ms. Carr.  
133

On a Motion by Assistant Secretary Hipps, seconded by Chairman Yarborough, with all in favor, the Board approved the minutes of the Board of Supervisors meeting held on November 14, 2019 as amended, for Lake Padgett Estates Independent Special District.

134 **NINTH ORDER OF BUSINESS** **Consideration of Operation and**  
135 **Maintenance Expenditures for**  
136 **October 2019**  
137  
138

139 Mr. Huber presented the Operation and Maintenance Expenditures for September  
140 2019 to the Board of Supervisors.  
141

On a Motion by Chairman Yarborough, seconded by Assistant Secretary Hipps, with all in favor, the Board approved the Operation and Maintenance Expenditures for October 2019 in the amount of \$43,322.78 for Lake Padgett Estates Independent Special District.

142 **TENTH ORDER OF BUSINESS** **Supervisor Requests/Audience**  
143 **Comments**  
144  
145

146 There were no Supervisor Comments or audience comments put forward.  
147

148 **ELEVENTH ORDER OF BUSINESS** **Adjournment**  
149

150 Mr. Huber asked for a motion from the Board to adjourn the meeting.  
151

On a Motion by Assistant Secretary Hipps, seconded by Assistant Secretary Crocket, with all in favor, the Board of Supervisors adjourned the meeting at 7:48 p.m. for the Lake Padgett Estates Independent Special District.

152  
153  
154  
155 \_\_\_\_\_  
Assistant Secretary Chairman/Vice Chairman



## **Tab 2**

# Lake Padgett Estates ISD

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## Operations and Maintenance Expenditures November 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2019 through November 30, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$59,373.37**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

# Lake Padgett Estates ISD

## Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
ADP Payroll	CD614	CD614	Time & Attendance 10/19	\$ 42.46
ADP Payroll	CD615	CD615	PR PPE 10/27/19 PPD 11/01/19	\$ 3,609.08
ADP Payroll	CD617	CD617	PR FEES PPE 10/27/19 PD 11/08/19	\$ 104.12
ADP Payroll	CD618	CD618	PR PPE 11/10/19 PPD 11/15/19	\$ 3,626.94
ADP Payroll	CD619	CD619	PR FEES PPE 11/10/19 PD 11/22/19	\$ 104.12
ADP Payroll	CD620	CD620	Time & Attendance 11/19	\$ 42.46
ADP Payroll	CD621	CD621	PR PPE 11/24/19 PPD 11/29/19	\$ 3,604.76
Board of County Commissioners	003966	19137194 11/19	24-26-18-0070-00000-ORA0 2019 Solid Waste Assessment	\$ 97.98
Board of County Commissioners	003966	19153178 11/19	19-26-19-0520-00000-ORA1 2019 Solid Waste Assessment	\$ 2,759.81
Board of County Commissioners	003966	19153179 11/19	19-26-19-0520-00000-ORA2 2019 Solid Waste Assessment	\$ 69.12
David E. Hipps, Jr.	003972	DH111419	Board of Supervisor Meeting 11/14/19	\$ 50.00
Department Of Economic Opportunity	003962	74389	Special District Fee FY 19/20	\$ 175.00
Duke Energy	003955	16646 02305 10/19	3661 Parkway Blvd Rec 1225 10/19	\$ 135.07
Duke Energy	003955	27134 46365 10/19	3125 Lake Padgett Dr 10/19	\$ 91.03
Duke Energy	003955	75350 26055 10/19	3614 Stable Ridge Ln 10/19	\$ 17.27
Duke Energy	003963	76611 91383 10/19	91383 Summary Bill 10/19	\$ 368.67

# Lake Padgett Estates ISD

## Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Florida Blue	003947	7428181	Health Insurance 11/15/19-12/15/19	\$ 1,746.44
Florida Department of Revenue	003956	39-8015577725-1 10/19	Sales & Use Tax 10/19	\$ 19.30
Florida Fish Farms, Inc	003946	110419	Fish Stocking 11/19	\$ 6,400.00
Florida Fish Farms, Inc	003954	110719	Fish Stocking 11/19	\$ 4,680.00
Frontier Communications of Florida	003948	813-929-8166- 022019-5 11/19	813-929-8166- 022019-5 11/19	\$ 60.98
Frontier Communications of Florida	003948	813-996-1319- 092607-5 11/19	813-996-1319- 092607-5 11/19	\$ 193.24
Frontier Communications of Florida	003964	813-996-1412- 092607-5 11/19	813-996-1412- 092607-5 11/19	\$ 62.26
Frontier Communications of Florida	003964	813-996-4315- 080214-5 11/19	813-996-4315- 080214-5 11/19	\$ 52.04
Frontier Communications of Florida	003964	813-996-6572- 060210-5 11/19	813-996-6572- 060210-5 11/19	\$ 62.26
Frontier Communications of Florida	003971	813-995-0987- 061016-5 11/19	813-995-0987- 061016-5 11/19	\$ 58.74
Greater Bay, Inc.	003949	2006-176	Deposit - Laird Park Woman's Restroom Remodel Project 10/19	\$ 14,216.60
Jimmy's Sanitary Service Inc	003965	29855	Portable Toilets 10/19	\$ 85.00
Lake Padgett ISD	CD623	CD623	Debit Card Replenishment 10/19	\$ 955.78
Linda Hutchinson	003973	LH111419	Board of Supervisor Meeting 11/14/19	\$ 50.00
Lowe's	003961	99009294903 10/19	Misc Supplies 10/19	\$ 206.49
Mike Fasano, Tax Collector	003969	19-26-19-0520-00000-ORA1 2019	Non-Ad Valorem County Stormwater 11/19	\$ 91.20

# Lake Padgett Estates ISD

## Paid Operation & Maintenance Expenditures

November 1, 2019 Through November 30, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Mike Fasano, Tax Collector	003969	19-26-19-05600-00000-0RA1 2019	Non-Ad Valorem County Stormwater 11/19	\$ 492.48
Mike Fasano, Tax Collector	003969	24-26-18-0000-04100-0000 2019	Ad Valorem Taxes 11/19	\$ 101.10
Pam Carr	003970	PC111419	Board of Supervisor Meeting 11/14/19	\$ 50.00
Pasco County Board of County Commissioners	003950	24-26-18-0070-00000-0RA0 11/19	2019 Stormwater Utility Fee Parcel #2426180070000000RA0	\$ 565.44
Pasco County Utilities	003951	12612084	#0361035 Civic Center Pkwy 10/19	\$ 38.14
Pasco Testing Lab and Sales, Inc.	003958	15183	Monthly Service 10/19	\$ 85.00
Republic Services #762	003952	0762-002467665	Waste Management Services 11/19	\$ 345.00
Rizzetta & Company	003959	INV0000044474	District Management Fees 11/19	\$ 4,295.00
Rizzetta Technology Services	003960	INV0000004854	E-Mail & Website Hosting Services 11/19	\$ 190.00
SiteOne Landscape Supply, LLC	003953	95577121-001	Non Selective Liquid Herbicide 10/19	\$ 557.78
SiteOne Landscape Supply, LLC	003967	95732422-001	Non Selective Liquid Herbicide 11/19	\$ 669.71
Stealth Security Consultants LLC	003968	1013RC	Monthly Security Officer 12/19	\$ 6,048.00
Steven Allen Yarbrough	003974	SY111419	Board of Supervisor Meeting 11/14/19	\$ 50.00
Timothy G. Hayes & Associates	003957	126	Legal Services 10/19	\$ 2,047.50
<b>Report Total</b>				<b><u>\$ 59,373.37</u></b>

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# Lake Padgett Estates ISD

DISTRICT OFFICE · 5844 OLD PASCO ROAD · SUITE 100 · WESLEY CHAPEL, FLORIDA 33544

## Operations and Maintenance Expenditures December 2019 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from December 1, 2019 through December 31, 2019. This does not include expenditures previously approved by the Board.

The total items being presented: **\$33,281.00**

Approval of Expenditures:

\_\_\_\_\_

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Vice Chairperson

\_\_\_\_\_ Assistant Secretary

## Lake Padgett Estates ISD

### Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
ADP Payroll	CD622	CD622	PR FEES PPE 11/24/19 PD 12/06/19	\$ 104.12
ADP Payroll	CD625	CD625	PR PPE 12/08/19 PPD 12/13/19	\$ 6,643.05
ADP Payroll	CD626	CD626	PR FEES PPE 12/08/19 PD 12/20/19	\$ 104.12
ADP Payroll	CD627	CD627	PR PPE 12/22/19 PPD 12/27/19	\$ 3,588.03
Duke Energy	003975	88667 82496 10/19	Summary Bill 10/19	\$ 203.56
Duke Energy	003992	16646 02305 11/19	3661 Parkway Blvd Rec 1225 11/19	\$ 137.93
Duke Energy	003992	27134 46365 11/19	3125 Lake Padgett Dr 11/19	\$ 67.84
Duke Energy	003992	75350 26055 11/19	3614 Stable Ridge Ln 11/19	\$ 16.38
Duke Energy	003992	76611 91383 11/19	91383 Summary Bill 11/19	\$ 218.38
Eddie P Jenkins Surveying & Mapping Inc	003984	1910-18	Surveying/Mapping Services 11/19	\$ 500.00
Florida Blue	003985	74252386	Health Insurance 12/15/19- 01/15/20	\$ 1,746.44
Florida Department of Revenue	003986	39-8015577725-1 11/19	Sales & Use Tax 11/19	\$ 14.72
Florida Fish Farms, Inc	003982	120519	Fish Stocking 12/19	\$ 2,025.00
Frontier Communications of Florida	003976	813-235-6915- 021616-5 11/19	813 235 6915- 021616-5 11/19	\$ 52.04
Frontier Communications of Florida	003976	813-929-8166- 022019-5 12/19	813-929-8166- 022019-5 12/19	\$ 60.98



# Lake Padgett Estates ISD

## Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Frontier Communications of Florida	003976	813-996-4606- 092607-5 12/19	813-996-4606- 092607-5 12/19	\$ 66.63
Frontier Communications of Florida	003987	813-996-1319- 092607-5 12/19	813-996-1319- 092607-5 12/19	\$ 193.24
Frontier Communications of Florida	003993	813-996-1412- 092607-5 12/19	813-996-1412- 092607-5 12/19	\$ 62.26
Frontier Communications of Florida	003993	813-996-4315- 080214-5 12/19	813-996-4315- 080214-5 12/19	\$ 52.04
Frontier Communications of Florida	003996	813-996-6572- 060210-5 12/19	813-996-6572- 060210-5 12/19	\$ 62.26
Grau & Associates	003983	18802	Audit FYE 09/30/2019	\$ 500.00
Jimmy's Sanitary Service Inc	003994	30180	Portable Toilets 11/19	\$ 85.00
Lake Padgett ISD	CD624	CD624	Debit Card Replenishment 12/19	\$ 1,083.65
Landis, Evans and Partners, Inc	003981	1537-17-34	Engineering Services 10/19	\$ 918.75
Lowe's	003995	99009294903 11/19	Misc Supplies 11/19	\$ 153.91
Pasco County Utilities	003977	12739811	#0361035 Civic Center Pkwy 11/19	\$ 36.23
Pasco Testing Lab and Sales, Inc.	003989	15272	Monthly Service 11/19	\$ 85.00
Republic Services #762	003978	0762-002475405	Waste Management Services 12/19	\$ 345.00
Rizzetta & Company	003979	INV0000045173	District Management Fees 12/19	\$ 4,295.00
Rizzetta Technology Services	003980	INV0000004938	E-Mail & Website Hosting Services 12/19	\$ 190.00

# Lake Padgett Estates ISD

## Paid Operation & Maintenance Expenditures

December 1, 2019 Through December 31, 2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
SiteOne Landscape Supply, LLC	003990	95879331-001	Non Selective Liquid Herbicide 11/19	\$ 814.44
Stealth Security Consultants LLC	003991	1014RC	Monthly Security Officer 01/20	\$ 7,560.00
Timothy G. Hayes & Associates	003988	135	Legal Services 11/19	\$ 1,295.00
<b>Report Total</b>				<b><u>\$ 33,281.00</u></b>