

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 **Tuesday, February 21, 2017 at 7:00 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:

Paul Wells	Board Supervisor, Chairman
Margie Bradley	Board Supervisor, Vice Chairman <i>(joined the meeting in progress)</i>
Pamela Carr	Board Supervisor, Asst. Secretary
Larry Berger	Board Supervisor, Asst. Secretary
Linda Hutchinson	Board Supervisor, Asst. Secretary

Also present were:

Angel Montagna	District Manager, Rizzetta & Company, Inc.
Tim Hayes	District Counsel
John Mueller	District Engineer, Sprinkle Consulting
Audience	Present

FIRST ORDER OF BUSINESS **Call to Order**

Chairman Wells called the meeting to order.

SECOND ORDER OF BUSINESS **Roll Call**

Ms. Montagna completed the roll call confirming a quorum for the meeting.

THIRD ORDER OF BUSINESS **Pledge of Allegiance**

Chairman Wells 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**

Ms. Babe Gray addressed the Board regarding the subpoena she received. She stated that she will need to appear on May 10, 2017 for the Johnson case.

49 **FIFTH ORDER OF BUSINESS** **Consideration of Minutes of the Board of**
50 **Supervisors' Meeting held on January 17,**
51 **2017**
52

53 Ms. Montagna presented the minutes of the Board of Supervisors meeting held on January
54 17, 2017. The Board requested several changes to the minutes.
55

On a Motion by Supervisor Carr, seconded by Supervisor Berger, with all in favor, the Board of Supervisors approved the minutes as amended of the Board of Supervisors' meeting held on January 7, 2017 as amended for Lake Padgett Estates Independent Special District.

56 **SIXTH ORDER OF BUSINESS** **Consideration of the Operation &**
57 **Maintenance Expenditures for December**
58 **2016**
59
60

61 Ms. Montagna presented the operation and maintenance expenditures for December 2016.
62

On a Motion by Supervisor Carr, seconded by Supervisor Hutchinson, with all in favor, the Board of Supervisors approved the Operation & Maintenance Expenditures for January 2017 the amount of (\$25,272.67) for Lake Padgett Estates Independent Special District.

63
64 **SEVENTH ORDER OF BUSINESS** **Discussion Regarding Monthly Inspection**
65 **with Steve Rowell**
66
67

68 Supervisor Hutchinson and Mr. Rowell were not able coordinate the January inspection
69 with an Arborist. Supervisor Hutchinson and Mr. Rowell will try to accomplish this before the
70 March meeting.
71

72 **EIGHTH ORDER OF BUSINESS** **Discussion Regarding Lake Maintenance**
73
74

75 A discussion ensued regarding the condition of the lakes. It was stated that Carp were
76 introduced into the lakes in October. The Florida Fish and Wildlife Conservation Commission
77 "FWC" has not gotten back with Dan Gramer. The Swan Lake HOA would like to help the District
78 with this issue. Chairman Wells stated that he will work with the Swan Lake HOA on the clean-up
79 of the lakes.
80

81 **NINTH ORDER OF BUSINESS** **Consideration of Establishment of Audit**
82 **Committee (FY 2017-2019)**
83

84 Ms. Montagna stated that it was time for the District to start the process for the request for
85 proposals for auditing services for fiscal year 2017 – 2019. She stated that the audit committee
86 meeting would hold their first meeting immediately prior to the next Board meeting and will review
87 the audit evaluation criteria and audit proposal instructions.
88

On a Motion by Vice Chairman Bradley, seconded by Supervisor Carr, with all in favor, the Board of Supervisors appointed the Board members to sit as the audit committee and authorized District staff to start the audit RFP process for Fiscal Year 2017 - 2019 for the Lake Padgett Estates Independent Special District.

89
90 **TENTH ORDER OF BUSINESS** **Consideration of Proposals for Tree**
91 **Removal**
92

93 Ms. Montagna presented the proposals for tree removal. Discussion ensued.
94

On a Motion by Supervisor Hutchinson, seconded by Supervisor Carr, with all in favor, the Board of Supervisors approved tabling the proposals for tree removal until Supervisor Hutchinson and Mr. Rowell are able to do their inspection for the Lake Padgett Estates Independent Special District.

95
96 **ELEVENTH ORDER OF BUSINESS** **Discussion Regarding the Budget and**
97 **Reserves**
98

99 Ms. Montagna informed the Board that they have a large balance of \$513,527 left in the
100 budget. She proposed moving \$150,000 to the reserve.
101

On a Motion by Vice Chairman Bradley, seconded by Supervisor Carr, with all in favor, the Board of Supervisors approved moving \$150,000 from their budget fund to the reserve fund for the Lake Padgett Estates Independent Special District.

102 Discussion ensued regarding Supervisor pay for meeting attendance.
103
104

On a Motion by Supervisor Berger, seconded by Supervisor Hutchinson, with four in favor and one opposed Vice Chairman Bradley, the Board of Supervisors approved paying all Supervisors for meeting attendance for all meetings to include shade meetings for the Lake Padgett Estates Independent Special District.

105
106 **TWELFTH ORDER OF BUSINESS** **Update Regarding Lake Padgett East's**
107 **Request for Use of the Parks and Lakes**
108

109 A discussion ensued regarding Lake Padgett East's request for use of the parks and lakes. A
110 Committee report was presented attached as Exhibit "A".
111

On a Motion by Supervisor Carr, seconded by Supervisor Hutchinson, with all in favor, the Board of Supervisors denied Lake Padgett East's request for resident access to Lake Padgett Estates parks for the Lake Padgett Estates Independent Special District.

112
113
114
115
116

117 **THIRTEENTH ORDER OF BUSINESS**

Staff Reports

118
119 **District Counsel**
120
121 Mr. Hayes stated that at the last meeting the Board made a motion to *accept* the Rules and
122 Regulations for the spraying of the lakes and shorelines and he requested a revised motion to *adopt*
123 the Rules and Regulations for the spraying of the lakes and shorelines. Attached as Exhibit "B".
124

On a Motion by Vice Chairman Bradley, seconded by Supervisor Hutchinson, with all in favor, the Board of Supervisors adopted the Rules and Regulations for spraying the lakes and shorelines for Lake Padgett Estates Independent Special District.

125
126 Mr. Hayes informed the Board that Supervisor Carr's deposition had been moved to June.
127

128 **District Engineer**

129
130 Mr. Mueller presented and reviewed the proposal for the watermarks at the parks. The Board
131 approved the proposal with a not to exceed amount of \$2000.00.
132

133
134 **District Manager**

135
136 Ms. Montagna stated that the next Board meeting will be held on March 21, 2017 at 7:00 p.m.
137

138 Ms. Montagna presented a teacher's request for use of the Lake Padgett Park. Attached as Exhibit
139 "C". Discussion ensued regarding the requirements for the park's use. The board stated they would
140 need insurance in order to have the event in the park.
141

142 Ms. Montagna informed the Board that a site plan and survey of the park will be needed for the new
143 playground equipment installation. Attached as Exhibit "D". The board approved the District
144 Engineer to move forward with those items.
145

146 Ms. Montagna reviewed the Summit Report and recommendations for the loss prevention visit.
147 Attached as Exhibit "E".
148

149 Ms. Montagna informed the Board that she authorized Mr. Rowell to purchase twelve new shirts as
150 the current ones are very worn.
151

152 **FOURTEENTH ORDER OF BUSINESS**

Supervisor Requests/Audience Comments

153
154 Ms. Montagna asked if there were any Supervisor requests.
155

156 Chairman Wells stated that the Lake Saxon restrooms were done and final approval is needed
157 before they can be opened.
158

159 Supervisor Carr discussed the installation of a shade structure for East Lake.
160

160 Supervisor Berger stated that he would like meetings to be listed under events and the conference
161 call number listed on the website so that residents can call into the meetings.

162 Supervisor Hutchinson updated the Board on the County meeting. Discussion ensued.

163

164 Ms. Montagna asked if there were any audience comments.

165

166 Ms. Babe Gray informed the Board that April 1st is Pride Day for Lake Padgett Estates.

167

168 **FIFTEENTH ORDER OF BUSINESS** **Adjournment**

169

170

171 Chairman Wells asked for a motion from the Board to adjourn the meeting.

172

On a Motion by Supervisor Hutchinson, seconded by Supervisor Berger, with all in favor, the Board of Supervisors adjourned the meeting at 8:48 p.m. for Lake Padgett Estates Independent Special District.

173

174

175

176

177

178


Assistant Secretary

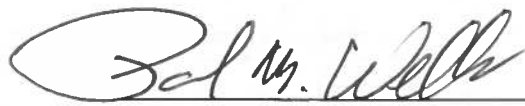

Chairman/Vice Chairman

Exhibit A

Committee Report...my printer is broken....can you print out a few copies?

Margie Bradley

Tue 2/21/2017 9:21 AM

To: Pam Carr <Seat2@LakePadgettISD.org>;

Cc: MargieBradley@msn.com <MargieBradley@msn.com>;

**LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT
COMMITTEE REPORT**

From: Margie Bradley and Pam Carr

The Committee was charged with "fact finding" based on the request from Nils Hallberg, President of Lake Padgett East Property Owners Association, of a "Quid Quo Pro" arrangement to share usage of recreational facilities in the two subdivisions.

Posing the question of this arrangement to the Civic Association and a variety of residents the answer has been a resounding "NO"! Reasons given follow:

INSURANCE: Our insurer requires us to indemnify LPE East POA and for them to indemnify LPE ISD. This would affect LPE ISD in cost and time in keeping track of policies. The insurance company also requires "special event" insurance for events taking place in our facilities. There would be an added burden of keeping track of potentially double the number of events and could result in the need for additional personnel.

MANAGEMENT CHANGES: Adding 1100 homes to usage would require additional time in setting up a data base, distribution of cards and controlling or verifying the usage of those cards. This could result in a need for additional personnel or added costs to our management contract.

LEASES: Currently the Stables is leased to the LPE Riding Club. If the usage of the stables was expected to be made available to the LPE East POA. How could the Club manage the number of horses when the LPE ISD taxpayer would need to be our priority? Example: Horses frequently live to be 25 years old. We permit a LPE East POA member to stable a horse. We have a full stable and a taxpayer who wants to bring in a horse. How would this be handled? This is potentially a problem on all sides.

BOATS and LAKE FACILITIES: The potential volume of boats that could be in use on the lakes sent up red flags and complaints about parking boat trailers, as a problem already, were mentioned. Residents not even on the lakes complained about the jet-ski noise that frequently affects them. How would additional usage be managed?

Our facilities have restrooms that are on septic tanks. How could we manage the burden of added, regular crowds? Who is going to clean the grounds and bath rooms? More people, more labor.

Cabanas at the lakes are already fully reserved for most holidays and weekends.

The health of the lakes with additional boats was a concern for some.

HISTORY: The Lake Padgett Estates Civic Association and the residents of Lake Padgett fought a lengthy battle with residents of Lake Padgett Estates East over the recreation facilities ownership and usage in the 70's and 80's. Lake Padgett Estates residents paid those legal fees. Again, in the battle to prove ownership and formation of the Independent Special District, resident's paid the burden of legal fees, survey and title expenses. No one wants to give away what was gained in this effort.

WHAT DO WE GAIN? The residents of LPE can join the POA at Lake Padgett East and pay the monthly assessment and use the facilities. So if you want to rent the Clubhouse that is an option for everyone. The pool, basketball courts and tennis courts at the County Recreation Complex are already available to residents.

SETTING PRECEDENCE: If we precede with such an arrangement with one subdivision, what do we do with all the others that have requested access? We have had requests from Valencia, Sable Ridge, South Lakes and Collier Place in addition to Lake Padgett Estates East.

Exhibit B

Rule and Regulations of Lake Padgett Estates ISD

Chemical Spraying of Lakes and Shorelines

1. All employees and/or authorized agents for Lake Padgett Estates ISD involved in administering (spraying) any chemicals onto the shoreline or within the lakes and water bodies of Lake Padgett Estates ISD must be fully licensed by all applicable governmental authorities.
2. Only fully licensed employees and/or authorized agents of Lake Padgett Estates ISD shall mix, prepare or administer (spray) any chemicals onto the shorelines or within the lakes and water bodies of the Lake Padgett Estates ISD.
3. Employees and/or authorized agents of Lake Padgett Estates ISD shall not administer (spray) any chemicals onto the shorelines or within the lakes or waterbodies not owned by Lake Padgett Estates ISD.
4. Before spraying on or along any shoreline of lakes or waterbodies of Lake Padgett Estates ISD that adjoin individual residential lots, employees and/or authorized agents of Lake Padgett Estates ISD shall obtain written approval from the residential lot owner.

Exhibit C

Exhibit C

Angel Montagna

From: Nilsa N. Calabria Seda <ncalabri@pasco.k12.fl.us>
Sent: Monday, February 20, 2017 3:43 PM
To: Angel Montagna
Subject: Pine View Middle School picnic for teachers

Dear Ms. Montagna:

Thank you so much for the information you provided me this afternoon about the possibility of having a picnic for the teachers at the Lake Padgett park at the corner of Collier Parkway and Parkway Boulevard.

The date our School Culture Committee (the organizers of this activity) would like the picnic to be held on is Saturday April 8. If you need any further information or documentation to present at the meeting tomorrow, please let me know and I will definitely have it for you before then.

Again, thank you very much for your help in this matter, and have a wonderful evening.

Cordially yours,

Nilsa N. Calabria-Seda

Nilsa N. Calabria-Seda
ESOL Instructional Assistant
PINE VIEW MIDDLE SCHOOL
International Baccalaureate
Middle Years Programme Candidate School
Tel. (813) 794-4800, Ext. 44901



- OVER 50
- need event insurance
- needs someone that is a resident to sponsor.
- provide: rules + regulations

Exhibit D

Dawn Valley

From: Angel Montagna
Sent: Thursday, February 16, 2017 1:06 PM
To: Dawn Valley
Subject: FW: laird park.
Attachments: HCP EAST LAKE.PDF; HCP LAKE PADGETT.PDF

Print this for DM folder and I will bring under DM report.

From: Donna Sanders [mailto:donnas@npcinstall.com]
Sent: Thursday, February 16, 2017 9:46 AM
To: Angel Montagna <AMontagna@rizzetta.com>
Subject: RE: laird park.

No, I am sorry those won't work. The requirements that the survey has to have for the county are below:

We will require a **Current Site Plan or Survey** of the installation property to submit with the permit application with the following information shown on the plan:

- Legal description
- Existing Property lines with property dimensions
- Location of easements, their purpose (i.e. utility or drainage easement and dimensions noted.
- Location of streets that are adjacent to the property.
- Locations and dimensions of all existing buildings and structures on the site including the air conditioner compressor units.
- Distance (setbacks of all buildings or structures from property lines and distance between buildings or structures on the site.
- Location and dimensions for driveways, patios and decks

A neighborhood site plan may also have the information indicated above as well. The correct document will already contain all the above features and you should not modify it in any way prior to sending it to us. The property on the sheet should be large enough to indicate required information and details.

These documents typically can be found in the closing documents of the last property sale, on recorded with the planning and zoning dept, Property Management records, Land survey company records, Land developer records. If the document is available in digital format (PDF, DWG), please email that to us as well.

I looked back in 2015 when we installed a playground at Lake Padgett and your company hired Gordon Onderdonk PE to make a site plan. I attached a copy as an example as it is a different location.

From: Angel Montagna [mailto:AMontagna@rizzetta.com]
Sent: Thursday, February 16, 2017 9:23 AM
To: Donna Sanders
Subject: FW: laird park.

This is what we have. I assume this will be sufficient.?

From: Lake Padgett [<mailto:lakepadgett1@verizon.net>]

Sent: Thursday, February 16, 2017 7:56 AM

To: Donna Sanders <donnas@npcinstall.com>

Cc: Angel Montagna <AMontagna@rizzetta.com>

Subject: laird park.

Good morning Donna. unfortunately I do not have any surveys of physical maps of laird park. Attached is the proposed location for the new play area in reference to the nearest structures .

Thanks .steve



1. Surface under and within 6 feet horizontally of the play equipment shall meet ASTM F1292 and equipment.
2. Playground Structures and Playground area shall be fully compliant with Sections 453.10.5.2 and 468.2.2 of Florida Building Code (Building) for Playgrounds
3. Surfacing material used to construct accessible routes to and from the playground are existing surfaces with a slope no greater than 1:20. Surfacing material used to construct accessible routes within the playground use zones shall be installed by property owner and be Engineered wood Fiber (EWF) surfacing material that meets minimum thickness requirements or greater and comply with Advisory 302.



1
 EAST LAKE PARK
 PLAYGROUND EQUIPMENT SITE PLAN
1" = 10'



LAKE PADGETT ESTATES
LAND O' LAKES, FLORIDA

LAKE PADGETT ESTATES
INDEPENDENT SPECIAL
DISTRICT

NEW PLAYGROUND
EQUIPMENT PLAN

DATE: 10-18-2015
DRAWN BY: GO
CHECKED BY: GO
JOB NO.

REVISIONS:
11 8/15 COUNTY COMMENTS
11 24-15 COUNTY COMMENTS

DATE: 11-28-2015
DORON OHSEROWSKI, PE
FLORIDA REGISTERED PROFESSIONAL ENGINEER

DRAFT



1. Surface under and within 6 feet horizontally of the play equipment shall meet ASTM F1292
2. Playground Structures and Playground area shall be fully compliant with Sections 453.10.5.2 and 468.2.2 of Florida Building Code (Building) for Playgrounds and equipment.
3. Surfacing material used to construct accessible routes to and from the playground are existing surfaces with a slope no greater than 1:20. Surfacing material used to construct accessible routes within the playground use zones shall be installed by property owner and be Engineered wood fiber (EWF) surfacing material that meets minimum thickness requirements or greater and comply with Advisory 302.

1
 Cl 1" = 10'
 LAKE PADGETT PARK
 PLAYGROUND EQUIPMENT SITE PLAN



 <p>LAKE PADGETT ESTATES LAND O' LAKES, FLORIDA</p>	<p>LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT</p>	<p>DATE: 10-18-2015 DRAWN BY: GO CHECKED BY: GO JOB NO: 1124-15</p>	<p>REVISIONS: 11/8/15 COUNTY COMMENTS 11/24/15 COUNTY COMMENTS</p>	<p>DRAFT</p> <p>DATE: 11-29-2015 DOROTHY CHICKERSON, PE FLORIDA REGISTERED PROFESSIONAL ENGINEER</p>
	<p>NEW PLAYGROUND EQUIPMENT PLAN</p>	<p>1 OF 1</p>		

Exhibit E

(Exhibit E)



SUMMIT MANAGES
RetailFirst Insurance Company
BusinessFirst Insurance Company
Retailers Casualty Insurance Company
Bridgefield Casualty Insurance Company
Bridgefield Employers Insurance Company
LOSS PREVENTION SERVICES

RECEIVED
FEB 21 2017

February 16, 2017

Angel Montagna
Lake Padgett Estates ISD
5844 Old Pasco Rd
Wesley Chapel FL 33544-4010

Re: Recent Loss Prevention Visit
Policy Number: 0520-55190
Date of Visit: 1/17/2017

Dear Angel Montagna:

Thank you for the time and attention provided during my recent loss prevention visit. Based on my findings from this visit, I have prepared the enclosed Loss Review and Recommendations Report for your business.

Be sure to carefully review the details of this report and address any recommendations provided in the report as soon as possible. Remember that the safety measures you implement now may help reduce accident exposures and potentially lower your workers' compensation premium.

If there are any questions or assistance needed prior to my next visit, feel free to contact me at (813) 440-8646 or by email at matthew.long@summitholdings.com.

Sincerely,

Matthew Long
Sr. Loss Prevention Specialist

Enclosure

cc:
Kristina Rudez (Nikolic), Egis Insurance and Risk Advisors

SOUTHWEST REGION
Alabama, Arkansas, Louisiana, Mississippi, Texas
PO Box 80439 • Baton Rouge, LA 70898-0439
225-926-3264 • 1-800-421-2944
Fax 225-926-4026

CORPORATE OFFICE
Florida
PO Box 988 • Lakeland, FL 33802-0988
863-665-6060 • 1-800-282-7648
Fax 863-665-3546

SOUTHEAST REGION
Georgia, Kentucky, North Carolina, South Carolina, Tennessee
PO Box 600 • Gainesville, GA 30503-0600
678-450-5825 • 1-800-971-2667
Fax 770-531-1349

www.summitholdings.com

Summit's loss prevention services are advisory only. We assume no responsibility for management or control of customer safety activities nor for implementation of recommended corrective measures. This report is based on information supplied by the customer and observations of conditions and practices during our visit(s). We have not tried to identify all hazards. We do not warrant that requirements of any federal, state, or local law, regulation or ordinance have or have not been met. We disclaim any liability for legal action that may arise out of our loss prevention services. Contact your attorney if you have any questions about the applicability of this information provided to your business and its legal ramifications.

Loss Review and Recommendations Report

Visit Date	Policy Number	Policy Name	Contact and Location Visited
1/17/2017	0520-55190	Lake Padgett Estates ISD	Steve Property

Accident(s) Reviewed

Dates Reviewed	October 1, 2016 to January 17, 2017
Number of Claims	0

Multiyear Review

There have been no reported injury trends during the past three years.

Recommendation(s) Needing Response

Please note that any pictures associated with the recommendations can be seen on the final page(s) of this report.

Task	Hazard	Recommendation	Critical
Administrative	Administrative	Develop and implement a hazard communication program. This program should include an inventory of hazardous substances present in the workplace, log of safety data sheets for these substances, proper labeling of all containers and documented employee training. OSHA 29 CFR 1910.1200 can be used for guidance.	

Instructions for Response

Please respond to the above recommendation(s) as we discussed during our visit. If you are responding in writing please include your company name and policy number to either:

E-Mail: matthew.long@summitholdings.com

Fax: (863) 665-3546

ATTN: Recommendation Status

**If any of the above recommendations are noted as "Critical," a follow up visit will be scheduled within 45 days to review the status of those recommendations.*

Visit Review

I appreciate your time and attention during our recent Loss Prevention meeting. During the visit we reviewed your business operations and confirmed that you manage and maintain the common grounds and six parks for Lake Padgett Estates in Land O' Lakes, FL. Operations include managing the property from an administrative perspective as well as maintaining the property, including: mowing, trimming, edging, light repairs, occasional pesticide spraying, painting and gutter cleaning. There are currently two maintenance facilities for this property at this time.

We focused our discussion on the nature of your operations and the safety programs you have in place. I was very pleased to hear that you have been able to maintain many long-term employees with more than a few years of industry-related experience. Safety topics are shared regularly as needed to review general topics as well as any site-specific safety concerns. We reviewed where you can find sample toolbox talks and safety posters as you continue to develop and enhance your safety programs.

Visit Review

After our meeting we drove out to one of the maintenance sheds at one of your parks. I was pleased to find all tools and equipment in good repair with no obvious defects. All power cords and materials were tucked neatly out of walkways when not in use. Surplus personal protective equipment, including: safety glasses, hard hats, high-visibility vests and rubber boots were noted along with first aid kits and fire extinguishers. We spent a few minutes reviewing the new Global Harmonized System standard and how it applies to your chemical safety program. I recommend obtaining Safety Data Sheets for all chemicals used in the operation. Please review the OSHA standard referenced above if you have any questions about this standard or how it applies to your business.

Please let me know if you have any questions prior to the next Loss Prevention visit.