



Rizzetta & Company

Lake Padgett Estates Independent Special District

Board of Supervisors Meeting December 16, 2021

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

www.lakepadgettisd.org

LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT

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

Board of Supervisors	Steve Yarbrough Pam Carr David Hipps Justin Andrews Larry Dunleavy	Chair Vice Chair Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Lynn Hayes	Rizzetta & Company, Inc.
District Counsel	Tim Hayes	Law offices of Timothy G. Hayes
District Engineer	John Mueller	Landis Evans & Partners

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) 933-5571. 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

District Office · Wesley Chapel, Florida (813) 944-1001

Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

WWW.LAKEPADGETTISD.ORG

December 13, 2021

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

REVISED 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, December 16, 2021, 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 agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. AUDIENCE COMMENTS**
- 4. STAFF REPORTS**
 - A. District Engineer Report Tab 1
 - B. Maintenance Supervisor Report..... Tab 2
 - C. District Counsel
 - D. District Manager Report..... Tab 3
- 5. BUSINESS ITEMS**
 - A. Discussion of Committee Report and Property Management Options
 - B. Consideration of Playground Equipment Proposals Tab 4
 - C. Consideration of Resolution 2022-01, Adopting Prompt Payment Policies..... Tab 5
- 6. BUSINESS ADMINISTRATION**
 - A. Consideration of Minutes of the Board of Supervisors Meeting held on November 18, 2021 Tab 6
 - B. Consideration of Operation and Expenditures for November 2021 Tab 7
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

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

Sincerely,

Lynn Hayes

Lynn Hayes
District Manager

Tab 1



December 2, 2021

Lynn Hayes
Lake Padgett Estates Independent Special District
C/O Rizzetta & Company, Inc.
5844 Old Pasco Road, Suite 100
Wesley Chapel, Florida 33544
Via email: psweeney@rizzetta.com

RE: District Engineer Report – December 2021

Dear Mr. Hayes:

- 1) Pasco County Department of Health (DOH) Freshwater Bathing Places Monitoring

As of the date of this report, the latest sampling results for the month of December have not been provided.

<u>Location</u>	<u>Organisms¹</u>
East Lake Park	Not available at this time
Lake Padgett Beach	Not available at this time

¹Number of organisms per 100 ml of water, 0-199 Good, Greater than 200 Poor

- 2) Sargent Sea Wall Replacement

No current tasks or updates.

Sincerely,

John J. Mueller, PE
Landis Evans and Partners, Inc.

Tab 2

LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT

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

MAILING ADDRESS · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614

- As well as general lawn and weed maintenance janitorial duties clerical work, and meeting with residents for new decals gate keys the following maintenance repairs have been completed from 11/6/21 to date.
- At Kaminski park Painted both gable ends on large barn
- At Kaminski park painted outside of hay barn
- At laird park treated ant mounds
- Contacted gate repair for non-working gates at Lake Saxon Park.
- Pressure washed section of fencing at Kaminski Park.
- Pressure washed cabanas at Laird Park.
- Pressure washed cabanas at Padgett park.
- Painted cabana tables and benches at Laird Park.
- Ordered small outboard engine.
- Took work truck for diagnosis with non-starting and fuel pump running without key in.
- Ordered new integrated power muddle for work truck.
- Picked up decking boards for Padgett boat ramp.
- Spot treated Padgett Park for ant mounds.

Tab 3



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** January 20, 2022 @ 6:30 PM
- **FY 2020-2021 Audit Completion Deadline:** June 30, 2022

**District
Manager's
Report**

December 16

2021

L
A
K
E

P
A
D
G
E
T
T

E
S
T
A
T
E
S

I
S
D

FINANCIAL SUMMARY

10/31/2021

General Fund Cash & Investment Balance:	\$286,730
Reserve Fund Cash & Investment Balance:	\$292,163
Debt Service Fund Investment Balance:	<u>\$0</u>
Total Cash and Investment Balances:	\$578,893
General Fund Expense Variance: \$3,051	Under Budget

Tab 4



PROPOSAL #: 100639

ACCOUNT:
LAKE PADGETT ESTATES ISD

DATE CREATED:
4/05/2021

ACCOUNT REP:
Devon Ward

PREPARED FOR:

PRIMARY CONTACT:
pamela carr

PHONE NUMBER:
+18135009285


EMAIL:
pamelacarr@aol.com

ORGANIZATION:
Lake Padgett Estates ISD

BILLING & SHIPPING:

BILLING ADDRESS:
Lake Padgett Estates ISD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIPPING ADDRESS:
Lake Padgett Estates ISD
3556 E Lake Dr
Land O' Lakes, FL 34639

Qty	Product	Price	Discount	Total
1	 <p>TREASURE HUNT - QUICK SHIP Model: 5654-PP-QS Quick Ship Colors: Peacock Treasure Hunt helps build strength, endurance, and promotes sensory and dramatic play.</p> <p>Sliding Activities (2) Double Super Sonic Slide Super Sonic Slide Climbing Activities (3) Horizontal Ladder Surge Plus Climber Wiggle Wave Climber Sensory & Dramatic Play (3) Whistle Bubble Panel Bongos Treasure Hunt features:</p> <ul style="list-style-type: none"> - Commercial grade components specifically engineered to resist corrosion, fading and mildew. - Designed in compliance with public playground safety standards (ASTM & CPSC) - Meets ADA guidelines and allow inclusive play for all 	\$35,578.00	\$17,789.00	\$17,789.00 18,750 7,890 26,640


26,529.00

27K

405 Conway West Drive • Suite 302 • St. Augustine, FL 32055 • Phone: 800-833-8316 • Fax: 804-808-8559 | www.bvoplayground.com

you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____ Date: _____

	children.			
	- Two Color Options Available			
NOTE: AFTER MAY 1ST, 2021 THIS ITEM IS SUBJECT TO A SURCHARGE IN THE AMOUNT OF \$1,168				
1	 SIGNED AND SEALED ENGINEERING DRAWINGS Model: Sgnskdengdrw Signed and sealed engineering drawings, calculations and footing design	\$850.00	\$0.00	\$850.00

I Accept!
Let's Go

Have questions about this quote?
Call 800-853-5316 or visit BYOPLAYGROUND.COM

Sub Total: \$18,639.00

Sales Tax: \$0.00

Shipping: \$0.00

Total: \$18,639.00

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

Thank you for the opportunity to quote your playground project. We accept Visa, Mastercard, Discover, personal & business checks and purchase orders from government entities. All items must be paid for in advance of order unless prior arrangements are approved. Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. By signing below you agree to the terms and conditions found here:
<https://www.byo-playground.com/byo-terms-and-conditions>

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____ Date: _____

18 639
7890
26529

NPC NATIONAL PLAYGROUND CONSTRUCTION

BYO Installation Division

PROPOSAL #: 100640

ACCOUNT:

LAKE PADGETT ESTATES ISD

DATE CREATED:

4/05/2021

ACCOUNT REP:

Devon Ward

PREPARED FOR:

PRIMARY CONTACT:

pamela carr

EMAIL:

pamelacarr@aol.com

PHONE NUMBER:

+18135009285

ORGANIZATION:

Lake Padgett Estates ISD

BILLING & SHIPPING:

BILLING ADDRESS:

Lake Padgett Estates ISD
3434 Colwell Ave. Suite 200
Tampa, FL 33614



SHIPPING ADDRESS:

Lake Padgett Estates ISD
3556 E Lake Dr
Land O' Lakes, FL 34639

Correct

COMMENTS & DETAILS:

Price quoted for delivery coordination and installation. NPC shall not be responsible for removing existing trees, limbs, roots etc. Unless otherwise noted price excludes: sitework, site security, core drilling or cutting concrete or asphalt, permits, lift gates, impact fees, debris/trash removal, and prevailing wages. Site must be clear, level and accessible at time of installation. The customer is responsible for marking all Private underground utilities, NPC will call for Public Utility Locate.

Qty	Product	Price	Total
1	 PROFESSIONAL CERTIFIED INSTALLATION Model: Installation Certified installation by professional playground installers. Price includes coordinating deliveries and unloading large equipment at the delivery address listed on this proposal/purchase order.	\$6,390.00	\$6,390.00
Installation for BYO Quote #100639 This installation quote covers the following items: - Signed and Sealed Engineering Drawings (Sgnskdengdrw) - Treasure Hunt - Quick Ship (5654-PP-QS)			
1	 PERMITTING Model: Permit Permitting required for installation of playground equipment, shades, shelters, etc.	\$1,500.00	\$1,500.00

I Accept!
Let's Go

Have questions about this quote?

Call 800-853-5316 or visit BYOPLAYGROUND.COM

Sub Total: \$7,890.00

Sales Tax: \$0.00

Shipping: \$0.00

Total: \$7,890.00

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. Unless prior arrangements are approved, a 50% deposit for NPC is due upon ordering. Balance is due Net 15 upon substantial completion. By signing below you agree to the terms and conditions found here:

<https://www.npcinstall.com/npc-terms-and-conditions>

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe

405 Galloway West Drive • Suite 302 • St. Augustine, FL 32086 • Phone: 800-853-5316 • Fax: 904-808-8518 • www.playgroundinstallations.com

you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____

Date: _____



Beyond
Your
Ordinary

PROPOSAL #: 103654

ACCOUNT:
LAKE PADGETT ESTATES ISD

DATE CREATED:
12/06/2021

ACCOUNT REP:
Devon Ward

PREPARED FOR:

PRIMARY CONTACT:
pamela carr

EMAIL:
pamelacarr@aol.com

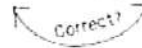
PHONE NUMBER:
+18135009285


ORGANIZATION:
Lake Padgett Estates ISD

BILLING & SHIPPING:

BILLING ADDRESS:
Lake Padgett Estates ISD
3434 Colwell Ave. Suite 200
Tampa, FL 33614

SHIPPING ADDRESS:
Lake Padgett Estates ISD
3556 E Lake Dr
Land O' Lakes, FL 34639



Qty	Product	Price	Discount	Total
1	 PLAY PARADE Model: 5663-PP Color Option: Custom The Play Parade structure consists of the following fun filled play components: Sliding Activities (2) Double Super Sonic Slide Super Sonic Slide Climbing Activities (2): Funnel Channel Climbing Link Surge Climber Sensory & Dramatic Play (1) Play Wheel The Play Parade Structure Features: - Commercial grade components specifically engineered to resist corrosion, fading and mildew. - Designed in compliance with public playground safety standards (ASTM & CPSC) - Meets ADA guidelines and allow inclusive play for all children. - Hundreds of color combinations available to turn any playground into a stimulating play environment.	\$27,100.00	\$13,550.00	\$13,550.00
1	FREE SHIPPING PROMOTION Model: FREESHIPPING	\$0.00	\$0.00	\$0.00

405 Golfway West Drive - Suite 101 - St. Augustine, FL 32095 - Phone: 904-853-5318 - Fax: 904-856-8529 - www.byoplayground.com

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser: _____ Date: _____

ACCOUNT:

LAKE PADGETT ESTATES ISD

DATE CREATED:

12/06/2021

ACCOUNT REP:

Devon Ward

PREPARED FOR:

PRIMARY CONTACT:

pamela carr

EMAIL:

pamelaclanincarr@aol.com

PHONE NUMBER:

+18135009285

ORGANIZATION:

Lake Padgett Estates ISD

BILLING & SHIPPING:

BILLING ADDRESS:

Lake Padgett Estates ISD
3434 Colwell Ave, Suite 200
Tampa, FL 33614



SHIPPING ADDRESS:

Lake Padgett Estates ISD
3556 E Lake Dr
Land O Lakes, FL 34639

Correct?

COMMENTS & DETAILS:

Price quoted for delivery coordination and installation. NPC shall not be responsible for removing existing trees, limbs, roots etc. Unless otherwise noted price excludes: sitework, site security, core drilling or cutting concrete or asphalt, permits, lift gates, impact fees, debris/trash removal, and prevailing wages. Site must be clear, level and accessible at time of installation. The customer is responsible for marking all Private underground utilities. NPC will call for Public Utility Locate.

Qty	Product	Price	Total
1	 PROFESSIONAL CERTIFIED INSTALLATION Model: Installation Certified installation by professional playground installers. Price includes coordinating deliveries and unloading large equipment at the delivery address listed on this proposal/purchase order.	\$5,133.00	\$5,133.00
Installation for BYO Quote #103654 This installation quote covers the following items: - Play Parade (5663-PP) - FREE SHIPPING PROMOTION (FREESHIPPING) - Signed and Sealed Engineering Drawings (Sgnsldengdrw)			
1	 PERMITTING Model: Permit Permitting required for installation of playground equipment, shades, shelters, etc.	\$1,500.00	\$1,500.00

I Accept!
Let's Go

Have questions about this quote?

Call 800-853-5316 or visit BYOPLAYGROUND.COM

Sub Total: \$6,633.00

Sales Tax: \$0.00

Shipping: \$0.00

Total: \$6,633.00

I APPROVE THIS PROJECT AND AM READY TO PLACE MY ORDER:

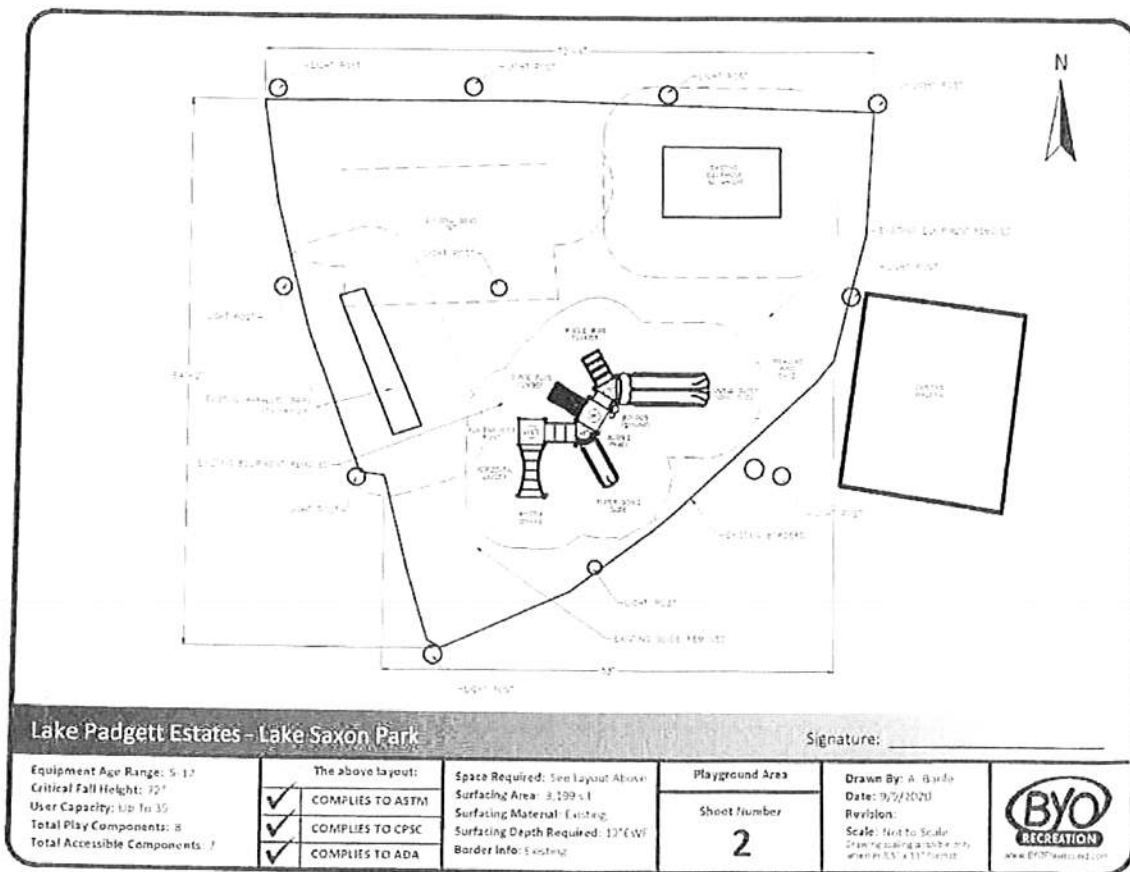
Approval and acceptance of this proposal may be executed by signing below and faxing or emailing back to the contact information listed above. Unless prior arrangements are approved, a 50% deposit for NPC is due upon ordering. Balance is due Net 15 upon substantial completion. By signing below you agree to the terms and conditions found here: <https://www.npcinstall.com/npc-terms-and-conditions>

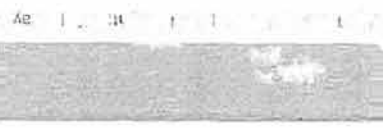
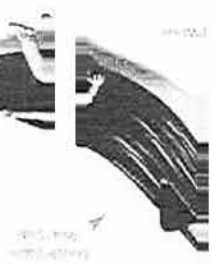
405 Gateway West Drive • Suite 101 • St. Augustine, FL 32096 • Phone: 800-853-5316 • Fax: 904-808-8529 • www.playgroundinstallations.com

Please note, sales tax calculations are calculated upon invoicing due to tax rate changes and/or change orders. If you believe you should be tax-exempt, please provide a tax exemption certificate prior to submitting a purchase order.

Authorized Purchaser _____

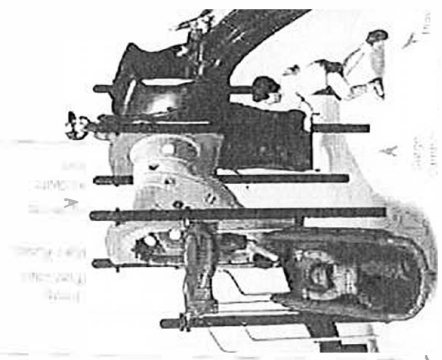
Date _____





#2

Age: 3-12
Net: 26" x 3"
Activity: 5-20 Children
Fol Height: 56"
Activities: 5



14,400
6633
21,033

of 01



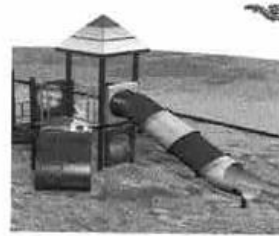
Lake Saxon Park-Lake Padgett Estates
 3169 Lake Saxon Dr.
 Land O' Lakes, FL 34639

Play Tampa Bay, Inc.
 7925 4th St. N., Suite B
 St. Petersburg, FL 33713

#3

5

This packed 2-12 playsystem has 10 play events, 7 elevated and 3 at ground level-appropriate for older preschoolers and grade school kids. Play for about 20 children.



7550-212	Model 7550 PlaySystem	\$13,410.00
	Installation	\$4,735.00
	Freight	\$1,851.00
	TOTAL	\$19,996.00

Tab 5

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT ADOPTING PROMPT PAYMENT POLICIES AND PROCEDURES PURSUANT TO CHAPTER 218, *FLORIDA STATUTES*; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lake Padgett Estates Independent Special District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 189, *Florida Statutes*, being situated entirely within Pasco County, Florida; and

WHEREAS, Chapter 218, *Florida Statutes*, requires timely payment to vendors and contractors providing certain goods and/or services to the District; and

WHEREAS, the Board of Supervisors of the District (“Board”) accordingly finds that it is in the best interest of the District to establish by resolution Prompt Payment Policies and Procedures as may be amended or updated from time to time for immediate use and application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT:

SECTION 1. The Prompt Payment Policies and Procedures attached hereto as **Exhibit A** are hereby adopted pursuant to this Resolution as necessary for the conduct of District business. The Prompt Payment Policies and Procedures shall remain in full force and effect until such time as the Board may amend or replace them; provided, however, that as the provisions of Chapter 218, *Florida Statutes*, are amended from time to time, the attached Prompt Payment Policies and Procedures shall automatically be amended to incorporate the new requirements of law without any further action by the Board. The Prompt Payment Policies and Procedures hereby adopted supplant and replace any previously adopted Prompt Payment Policies and Procedures.

SECTION 2. If any provision of this Resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This Resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 16th day of December 2021.

ATTEST:

**LAKE PADGETT ESTATES INDEPENDENT
SPECIAL DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Prompt Payment Policies and Procedures

EXHIBIT A

LAKE PADGETT ESTATES INDEPENDENT SPECIAL DISTRICT

Prompt Payment Policies and Procedures

**In Accordance with the Local Government Prompt Payment Act
Chapter 218, Part VII, *Florida Statutes***

December 16, 2021

Lake Padgett Estates Independent Special District
Prompt Payment Policies and Procedures

Table of Contents

I.	Purpose	1
II.	Scope	1
III.	Definitions	1
	A. Agent	1
	B. Construction Services	1
	C. Contractor or Provider of Construction Services	1
	D. Date Stamped	1
	E. Improper Invoice	2
	F. Improper Payment Request	2
	G. Non-Construction Goods and Services.....	2
	H. Proper Invoice	2
	I. Proper Payment Request	2
	J. Provider	2
	K. Purchase	2
	L. Vendor	2
IV.	Proper Invoice/Payment Request Requirements	3
	A. General	3
	B. Sales Tax	3
	C. Federal Identification and Social Security Numbers	3
	D. Proper Invoice for Non-Construction Goods and Services	3
	E. Proper Payment Request Requirements for Construction Services	4
V.	Submission of Invoices and Payment Requests	4
VI.	Calculation of Payment Due Date	5
	A. Non-Construction Goods and Services Invoices	5
	B. Payment Requests for Construction Services	6
VII.	Resolution of Disputes	7
	A. Dispute Between the District and a Provider	7
	B. Dispute Resolution Procedures	7
VIII.	Purchases Involving Federal Funds or Bond Funds.....	8
IX.	Requirements for Construction Services Contracts – Project Completion; Retainage	8
X.	Late Payment Interest Charges	9
	A. Related to Non-Construction Goods and Services	9
	B. Related to Construction Services	9
	C. Report of Interest	9

I. Purpose

In accordance with the Local Government Prompt Payment Act (Chapter 218, Part VII, *Florida Statutes*) ("PPA"), the purpose of the Lake Padgett Estates Independent Special District ("District") Prompt Payment Policies and Procedures ("Policies & Procedures") is to provide a specific policy to ensure timely payment to Vendors and Contractors (both hereinafter defined) providing goods and/or services to the District and ensure the timely receipt by the District of goods and/or services contemplated at the time of contracting. Please note that the PPA, like any statute or law, may be amended from time to time by legislative action. These Policies & Procedures are based on the statutory requirements as of the date identified on the cover page of this document. By this reference, as applicable statutory provisions subsequently change, these Policies & Procedures shall automatically be amended to incorporate the new requirements of law. These Policies & Procedures are adopted by the District to provide guidance in contracting matters. Failure by the District to comply with these Policies & Procedures shall not expand the rights or remedies of any Provider (hereinafter defined) against the District under the PPA. Nothing contained herein shall be interpreted as more restrictive on the District than what is provided for in the PPA.

II. Scope

These Policies & Procedures apply to all operations of the District, including Construction Services and Non-Construction Goods and Services, as applicable.

III. Definitions

A. Agent

The District-contracted architect, District-contracted engineer, District Manager, or other person, acting on behalf of the District, which is required by law or contract to review invoices or payment requests from Providers (hereinafter defined). Such individuals/entities must be identified in accordance with §218.735 (1), Fla. Stat., and further identified in the relevant agreement between the District and the Provider.

B. Construction Services

All labor, services, and materials provided in connection with the construction, alteration, repair, demolition, reconstruction, or other improvement to real property that require a license under parts I and II of Chapter 489, Fla. Stat.

C. Contractor or Provider of Construction Services

The entity or individual that provides Construction Services through direct contract with the District.

D. Date Stamped

Each original and revised invoice or payment request received by the District shall be marked electronically or manually, by use of a date stamp or other method,

which date marking clearly indicates the date such invoice or payment request is first delivered to the District through its Agent. In the event that the Agent receives an invoice or payment request but fails to timely or physically mark on the document the date received, "Date Stamped" shall mean the date of actual receipt by the Agent.

E. Improper Invoice

An invoice that does not conform to the requirements of a Proper Invoice.

F. Improper Payment Request

A request for payment for Construction Services that does not conform to the requirements of a Proper Payment Request.

G. Non-Construction Goods and Services

All labor, services, goods, and materials provided in connection with anything other than construction, alteration, repair, demolition, reconstruction, or other improvements to real property.

H. Proper Invoice

An invoice that conforms to all statutory requirements, all requirements of these Policies and Procedures not expressly waived by the District and any additional requirements included in the agreement for goods and/or services for which the invoice is submitted not expressly waived by the District.

I. Proper Payment Request

A request for payment for Construction Services which conforms to all statutory requirements, all requirements of these Policies & Procedures not expressly waived by the District and any additional requirements included in the Construction Services agreement for which the Payment Request is submitted not expressly waived by the District.

J. Provider

Includes any Vendor, Contractor or Provider of Construction Services, as defined herein.

K. Purchase

The purchase of goods, materials, services, or Construction Services; the purchase or lease of personal property; or the lease of real property by the District.

L. Vendor

Any person or entity that sells goods or services, sells, or leases personal property, or leases real property directly to the District, not including Construction Services.

IV. Proper Invoice/Payment Request Requirements

A. General

Prior to Provider receiving payment from the District, Non-Construction Goods and Services and Construction Services, as applicable, shall be received and performed in accordance with contractual or other specifications or requirements to the satisfaction of the District. Provision or delivery of Non-Construction Goods and Services to the District does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be made only after delivery and inspection by the Agent and the Agent's confirmation that the Non-Construction Goods and Services or Construction Services meet contract specifications and conditions. Should the Non-Construction Goods and Services or Construction Services differ in any respect from the specifications, payment may be withheld until such time as the Provider takes necessary corrective action. Certain limited exceptions which require payment in advance are permitted when authorized by the District Board of Supervisors ("Board") or when provided for in the applicable agreement.

B. Sales Tax

Providers should not include sales tax on any invoice or payment request. The District's current tax-exempt number is 85-8013741380C-0. A copy of the tax-exempt form will be supplied to Providers upon request.

C. Federal Identification and Social Security Numbers

Providers are paid using either a Federal Identification Number or Social Security Number. To receive payment, Providers should supply the District with the correct number as well as a proper Internal Revenue Service W-9 Form. The District Manager shall treat information provided in accordance with Florida law.

Providers should notify the District Manager when changes in data occur (telephone (813) 994-1001, email lhayes@rizzeta.com).

D. Proper Invoice for Non-Construction Goods and Services

All Non-Construction Goods and Services invoiced must be supplied or performed in accordance with the applicable purchase order (including any bid/proposal provided, if applicable) or agreement and such Non-Construction Goods and Services quantity and quality must be equal to or better than what is required by such terms. Unless otherwise specified in the applicable agreement, invoices should contain all of the following minimum information in order to be considered a Proper Invoice:

1. Name of Vendor
2. Remittance address
3. Invoice Date

4. Invoice number
5. The “Bill To” party must be the District or the Board, or other entity approved in writing by the Board of the District Manager
6. Project name (if applicable)
7. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of goods* should also contain:
 - a. A complete item description
 - b. Quantity purchased
 - c. Unit price(s)
 - d. Total price (for each item)
 - e. Total amount of invoice (all items)
 - f. The location and date(s) of delivery of the goods to the District
8. In addition to the information required in Section IV.D.1-6 above, invoices involving the *purchase of services* should also contain:
 - a. Itemized description of services performed
 - b. The location and date of delivery of the services to the District
 - c. Billing method for services performed (i.e., approved hourly rates, percentage of completion, cost plus fixed fee, direct/actual costs, etc.)
 - d. Itemization of other direct, reimbursable costs (including description and amount)
 - e. Copies of invoices for other direct, reimbursable costs (other than incidental costs such as copying) and one (1) of the following:
 - i. Copy of both sides of a cancelled check evidencing payment for costs submitted for reimbursement
 - ii. Paid receipt
 - iii. Waiver/lien release from subcontractor (if applicable)
9. Any applicable discounts
10. Any other information or documentation, which may be required or specified under the terms of the purchase order or agreement

E. Proper Payment Request Requirements for Construction Services

Payment Requests must conform to all requirements of Section IV, A-D above, unless otherwise specified in the terms of the applicable agreement or purchase order between the District and the Provider.

V. Submission of Invoices and Payment Requests

The Provider shall submit all Invoices and Payment Requests for both Construction Services and Non-Construction Goods and Services to the District’s Agent as provided in the purchase order or agreement, as applicable, and to the District Manager as follows:

Submit the invoice and/or payment request, with required additional material and in conformance with these Policies and Procedures, by mail, by hand delivery, or via email (Note: email is the preferred method for receipt of Non-Construction Goods and Services invoices).

1. **Mailing and Drop Off Address**
Lake Padgett Estates Independent Special District
c/o Rizzetta & Company, Inc.
3434 Colwell Avenue, Suite 200
Tampa, Florida 33614
2. **Email Address**
cddinvoice@rizzetta.com

VI. Calculation of Payment Due Date

A. Non-Construction Goods and Services Invoices

1. **Receipt of Proper Invoice**
Payment is due from the District forty-five (45) days from the date on which a Proper Invoice is Date Stamped.
2. **Receipt of Improper Invoice**
If an Improper Invoice is received, a required invoice is not received, or invoicing of a request for payment is not required, the time when payment is due from the District is forty-five (45) days from the latest date of the following:
 - a. On which delivery of personal property is fully accepted by the District;
 - b. On which services are completed and accepted by the District;
 - c. On which the contracted rental period begins (if applicable); or
 - d. On which the District and the Vendor agree in a written agreement that provides payment due dates.
3. **Rejection of an Improper Invoice**
The District may reject an Improper Invoice. Within ten (10) days of receipt of the Improper Invoice by the District, the Vendor must be notified that the invoice is improper and be given an opportunity to correct the deficient or missing information, remedy the faulty work, replace the defective goods, or take other necessary, remedial action.

The District's rejection of an Improper Invoice must:

- a. Be provided in writing;
- b. Specify any and all known deficiencies; and
- c. State actions necessary to correct the Improper Invoice.

If the Vendor submits a corrected invoice, which corrects the deficiencies specified in the District's written rejection, the District must pay the corrected invoice within the later of: (a) ten (10) business days after date

the corrected invoice is Date Stamped; or (b) forty-five (45) days after the date the Improper Invoice was Date Stamped.

If the Vendor submits an invoice in response to the District's written rejection which fails to correct the deficiencies specified or continues to be an Improper Invoice, the District must reject that invoice as stated herein.

4. Payment of Undisputed Portion of Invoice

If the District disputes a portion of an invoice, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in these Policies & Procedures.

B. Payment Requests for Construction Services

1. Receipt of Proper Payment Request

The time at which payment is due for Construction Services from the District is as follows:

- a. If an Agent must approve the payment request before it is submitted to the District Manager, payment (whether full or partial) is due twenty-five (25) business days after the payment request is Date Stamped. The Provider may send the District an overdue notice. If the payment request is not rejected within four (4) business days after Date Stamp of the overdue notice, the payment request shall be deemed accepted, except for any portion of the payment request that is fraudulent, misleading or is the subject of dispute.

The agreement between the District and the Provider shall identify the Agent to which the Provider shall submit its payment request or shall be provided by the District through a separate written notice no later than ten (10) days after contract award or notice to proceed, whichever is later. Provider's submission of a payment request to the Agent shall be Date Stamped, which shall commence the time periods for payment or rejection of a payment request or invoice as provided in this section.

- b. If, pursuant to contract, an Agent is not required to approve the payment request submitted to the District, payment is due twenty (20) business days after the payment request is Date Stamped unless such payment request includes fraudulent or misleading information or is the subject of dispute.

2. Receipt and Rejection of Improper Payment Request

- a. If an Improper Payment Request is received, the District must reject the Improper Payment Request within twenty (20) business days after the date on which the payment request is Date Stamped.
- b. The District's rejection of the Improper Payment Request must:
 - i. Be provided in writing;
 - ii. Specify any and all known deficiencies; and
 - iii. State actions necessary to correct the Improper Invoice.
- c. If a Provider submits a payment request which corrects the deficiency specified in the District's written rejection, the District must pay or reject the corrected submission no later than ten (10) business days after the date the corrected payment request is Date Stamped.

3. Payment of Undisputed Portion of Payment Request

If the District disputes a portion of a payment request, the undisputed portion shall be paid in a timely manner and in accordance with the due dates for payment as specified in this section.

VII. Resolution of Disputes

If a dispute arises between a Provider and the District concerning payment of an invoice or payment request, the dispute shall be resolved as set forth in §218.735, Fla. Stat., for Construction Services, and §218.76, Fla. Stat. for Non-Construction Goods and Services.

A. Dispute between the District and a Provider

If a dispute between the District and a Provider cannot be resolved following resubmission of a payment request by the Provider, the dispute must be resolved in accordance with the dispute resolution procedure prescribed in the construction contract, if any. In the absence of a prescribed procedure in the contract, the dispute must be resolved by the procedures specified below.

B. Dispute Resolution Procedures

- 1. If an Improper Payment Request or Improper Invoice is submitted, and the Provider refuses or fails to submit a revised payment request or invoice as contemplated by the PPA and these Policies and Procedures, the Provider shall, not later than thirty (30) days after the date on which the last payment request or invoice was Date Stamped, submit a written statement via certified mail to the Agent, copying the District Manager, specifying the basis upon which the Provider contends the last submitted payment request or invoice was proper.

2. Within forty-five (45) days of receipt by the Agent and District Manager of the disputed, last-submitted payment request or invoice, the Agent and/or District Manager shall commence investigation of the dispute and render a final decision on the matter no later than sixty (60) days after the date on which the last-submitted payment request or invoice is Date Stamped.
3. With regard to contracts executed on or after July 1, 2021, if the District does not commence the dispute resolution procedure within the time provided herein, a Provider may give written notice via certified mail to the Agent, copying the District Manager, of the District's failure to timely commence its dispute resolution procedure. If the District fails to commence the dispute resolution procedure within 4 business days after receipt of such notice, any amounts resolved in the Provider's favor shall bear mandatory interest, as set forth in section 218.735(9), Florida Statutes, from the date on which the payment request or invoice containing the disputed amounts was Date Stamped. If the dispute resolution procedure is not commenced within 4 business days after receipt of the notice, the objection to the payment request or invoice shall be deemed waived. The waiver of an objection pursuant to this paragraph does not relieve a Provider of its contractual obligations.
4. Absent a written agreement to the contrary, if the Provider refuses or fails to provide the written statement required above, the Agent and/or District Manager is not required to contact the Provider in the investigation. In addition, and absent a written agreement to the contrary, if such written statement is not provided, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third-party purchases from amounts owed to the Provider.
5. The Board shall approve any decision of the District Manager to contract with a third party which would result in: 1) an expenditure above what is budgeted for the Construction Services or Non-Construction Services; or 2) an expenditure which exceeds the original contract amount for the Construction Services or Non-Construction Services by more than ten percent (10%) or Ten Thousand Dollars (\$10,000).
6. A written explanation of the final decision shall be sent to the Provider, via certified mail, within five (5) business days from the date on which such final decision is made. A copy of the written explanation of the final decision shall be provided to the Chairperson of the Board simultaneously with the certified mailing to the Provider.

7. If a Provider does not accept in writing the final decision within five (5) days after receipt by the Provider, the District may immediately contract with third parties to provide the goods and services subject to the dispute and deduct the costs of such third-party purchases from amounts owed to the Provider. If the costs of the third-party purchases exceed the amount the District owes to the Provider, the District may seek to recover such excess from the Provider in a court of law or as otherwise provided in an agreement between the District and the Provider. Nothing contained herein shall limit or affect the District's ability to enforce all of its legal and contractual rights and remedies against the Provider.

VIII. Purchases Involving Federal Funds or Bond Funds

When the District intends to pay for a purchase with federal funds or bond funds, the District shall make such purchases only upon reasonable assurances that federal funds or bond funds sufficient to cover the cost will be received. When payment is contingent upon the receipt of bond funds, federal funds or federal approval, the public procurement documents and any agreement with a Provider shall clearly state such contingency. (§218.77, Fla. Stat.).

IX. Requirements for Construction Services Contracts – Project Completion; Retainage

The District intends to follow the PPA requirements for construction project completion and retainage, including, but not limited to, §218.735 (7) and (8), Fla. Stat.

X. Late Payment Interest Charges

Failure on the part of the District to make timely payments may result in District responsibility for late payment interest charges. No agreement between the District and a Provider may prohibit the collection of late payment interest charges allowable under the PPA as mandatory interest. (§218.75, Fla. Stat.).

A. Related to Non-Construction Goods and Services

All payments due from the District, and not made within the time specified within this policy, will bear interest, from thirty (30) days after the due date, at the rate of one percent (1%) per month on the unpaid balance. The Vendor must submit a Proper Invoice to the District for any interest accrued in order to receive the interest payment. (§218.735(9), Fla. Stat.).

An overdue period of less than one (1) month is considered as one (1) month in computing interest. Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

B. Related to Construction Services

All payments for Construction Services that are not made within the time periods specified within the applicable statute, shall bear interest from thirty (30) days after the due date, at the rate of one percent (1%) per month for contracts executed on or before June 30, 2021, and at the rate of two percent (2%) per month for contracts executed on or after July 1, 2021, or the rate specified by agreement, whichever is greater. §218.735(9), Fla. Stat. The Provider must submit a Proper Payment Request to the District for any interest accrued in order to receive the interest payment. An overdue period of less than one (1) month is considered as one (1) month in computing interest. (§218.74 (4), Fla. Stat.).

Unpaid interest is compounded monthly. The term one (1) month means a period beginning on any day of a month and ending on the same day of the following month.

C. Report of Interest

If the total amount of interest paid during the preceding fiscal year exceeds \$250, the District Manager is required to submit a report to the Board during December of each year, stating the number of interest payments made and the total amount of such payments. (§218.78, Fla. Stat.).

Tab 6

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 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.

LAKE PADGETT INDEPENDENT SPECIAL DISTRICT

The regular meeting of the Board of Supervisors of Lake Padgett Estates Independent Special District was held on **Thursday, November 18, 2021, at 6:32 p.m.** at the Lake Padgett Estates Stables Meeting Room, located at 3614 Stable Ridge Lane, Land O' Lakes, FL 34639.

Present and constituting a quorum:

Steve Yarbrough	Board Supervisor, Chair
Pam Carr	Board Supervisor, Vice Chair
David Hipps	Board Supervisor, Assistant Secretary
Justin Andrews	Board Supervisor, Assistant Secretary
Larry Dunleavy	Board Supervisor, Assistant Secretary

Also present were:

Lynn Hayes	District Manager, Rizzetta & Company, Inc.
Timothy Hayes	District Counsel, Law Offices of Tim G. Hayes
Steve Rowell	Maintenance Supervisor
John Mueller	District Engineer, Sprinkle Consulting
	<i>(joined meeting at 6:34 p.m.)</i>

Audience	Present
----------	---------

FIRST ORDER OF BUSINESS

Roll Call

Mr. Lynn Hayes performed roll call and confirmed that a quorum was met.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments

Audience and Civic Association staff comments were entertained about use of the parks for boat parade, movie in the park and the golf cart parade events and requested that the park gates and bathroom being open. Mr. Tim Hayes explained the legal liabilities related to these events. He indicated if they are going to have a parade on a public roadway there is a county ordinance that requires a permit issued by the county.

On a Motion Vice Chair Carr, seconded by Assistant Secretary Dunleavy, with all in favor, the Board of Supervisors authorized the Chair to execute the Egis Insurance rider for the December 11th and December 18th events and to seek more information to host multiple events per year with a cost not to exceed \$5,000, for the Lake Padgett Estates Independent Special District.

FOURTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

Mr. John Mueller provided his report. It was noted that the last public facility report was completed in 2019. It was determined that an updated public facility report was not need because the report on file was not seven or more years old.

B. Maintenance Supervisor

Mr. Steve Rowell provided his report and asked the Board if they had any questions. He provided quotes for barn gutters and repairs to the Lake Padgett dock.

On a Motion by Assistant Secretary Hips, seconded by Vice Chair Carr, with all in favor, the Board of Supervisors approved the Taylor Gardner Gutter proposal for two barns for a total cost of \$6,036, for the Lake Padgett Estates Independent Special District.

On a Motion by Assistant Secretary Dunleavy, seconded by Assistant Secretary Hips, with all in favor, the Board of Supervisors approved the Lake Padgett dock repairs not to exceed \$2,500, for the Lake Padgett Estates Independent Special District.

C. District Counsel

Mr. Tim Hayes reviewed the fact-finding committee guidelines with the Board and the committee. District Counsel stated as a fact finding committee they are not required to follow sunshine laws but must keep committee meeting minutes. The committee must also provide their meeting minutes to the District Manager and his admin Patty Sweeney before or by eight days prior to next scheduled Lake Padgett Estates Independent Special District meeting so they can be included in the Lake Padgett Estates Independent Special District meeting agenda package that is emailed to all Board members as required by Florida Statute. District Counsel also reviewed his memo and the Lake Padgett Estates Independent Special District guidelines for park events with the Board and Civic Association members present at the meeting.

D. District Manager

Mr. Lynn Hayes presented his report to the Board and announced that the next regularly scheduled meeting is December 16, 2021, at 6:30 p.m. at the Lake Padgett Estates Stables Meeting Room, located at 3614 Stable Ridge Lane, Land O' Lakes, FL 34639.

FIFTH ORDER OF BUSINESS

**Presentation of Committee Meeting
Minutes**

The Board reviewed the fact-finding committee minutes with no Board comments and committee member Ms. Peggy Crowley provided a summary of the fact-finding committee book. She informed the Board they had three options to consider which is to stay with current District Management company, explore other District Management companies, or to self-manage the District. A discussion ensued with the Board and they discussed legislative changes they may want to pursue such as the current Lake Padgett Estates Independent Special District two-year election terms for all Board members and the possibility of changing to a 3/2 split of terms so they Board does to have to completely turn over every two years.

SIXTH ORDER OF BUSINESS

**Consideration of the Minutes from Board
of Supervisors Meeting Held on October
14, 2021**

Mr. Lynn Hayes presented the Board of Supervisors meeting minutes from the October 14, 2021, meeting and asked if there were any changes or corrections. There was a correction to line 19. Assistant Secretary Hipps was not in attendance at the last meeting.

On a Motion by Vice Chair Carr, seconded by Assistant Secretary Hipps, with all in favor, the Board of Supervisors approved the Board of Supervisors meeting minutes, as amended, from October 14, 2021, for the Lake Padgett Estates Independent Special District.

SEVENTH ORDER OF BUSINESS

**Consideration of the Operation and
Maintenance Expenditures for October
2021**

Mr. Lynn Hayes presented the Operation and Maintenance Expenditures for October 2021.

On a Motion by Vice Chair Carr, seconded by Assistant Secretary Andrews, with all in favor, the Board of Supervisors ratified the Operation and Maintenance Expenditures for October 2021 (\$35,170.30), for the Lake Padgett Estates Independent Special District.

EIGHTH ORDER OF BUSINESS

**Consideration of Consent to
Assignment to Rizzetta &
Company/Rizzetta Technology
Contract Agreement**

Mr. Lynn Hayes explained this is a request to consent to the assignment of the contract between Lake Padgett Estates Independent Special District and Rizzetta Technology Services, LLC to Rizzetta & Company to form one agreement for consolidation purposes. He further indicated there is no change in the scope of services or cost.

On a Motion by Vice Chair Carr, seconded by Assistant Secretary Higgs, with all in favor, the Board of Supervisors approved the assignment of the Rizzetta Technology Services and the Lake Padgett Estates Independent Special District Agreement to Rizzetta & Company, for the Lake Padgett Estates Independent Special District.

NINTH ORDER OF BUSINESS

Supervisor Requests

Board member Mr. Larry Dunleavy requested that his from October 21, 2021, email sent to District Counsel and District Manager with his concerns about the added legal requirements (signed waiver addition for Civic Association) leading to a cancelled event be noted in the November 18, 2021, meeting minutes and then District Counsel also requested his September 17, 2021, email reply sent to Board Member Larry Dunleavy also be noted in the November 18, 2021, meeting minutes. Board member Larry Dunleavy mentioned his challenge/frustration with his ski clinic event, Rizzetta attorney, District Manager Matt Huber, ISD District Counsel with regards to the indemnification agreement. Discussion ensued and District Counsel stated that he did not write in the indemnification agreement the legal language sought by the Rizzetta attorney and that the Rizzetta attorney did not agree that Rizzetta had adequate coverage to protect Rizzetta. District Counsel stated that he made the revisions necessary after it was requested

Vice Chair Carr suggested the Board consider giving a holiday cash bonus in the amount of \$1,000 net of tax to Mr. Steve Rowell and Mr. Tony Hendrix of Lake Padgett Estates Independent Special District staff in their December 2021 check prior to the holiday.

On a Motion by Vice Chair Carr, seconded by Assistant Secretary Higgs, with all in favor, the Board of Supervisors approved a holiday bonus in the amount of \$1,000 net of tax for Steve Rowell and Tony Hendrix, for the Lake Padgett Estates Independent Special District.

A discussion ensued by Vice Chair Carr regarding park playground equipment and the District Manager explained that \$20,000 was earmarked in the Fiscal Year 21/22 budget under Miscellaneous Contingency. The Board asked if Christie Zimmer would assist Vice Chair Carr with getting quotes/designs for playground equipment not to exceed \$20,000. Vice Chair Carr will provide that quote so it can be included in the Lake Padgett Estates Independent Special District meeting to be held on December 16, 2021.

TENTH ORDER OF BUSINESS

Adjournment

Mr. Lynn Hayes adjourned the meeting at approximately 9:02 p.m.

Tab 8

LAKE PADGETT ESTATES ISD

District Office · Wesley Chapel, Florida · (813) 994-1001
Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.lakepadgettisd.org

Operations and Maintenance Expenditures November 2021 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from November 1, 2021 through November 30, 2021. This does not include expenditures previously approved by the Board.

The total items being presented: **\$32,784.50**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

LAKE PADGETT ESTATES ISD

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
ADP Payroll	CD778	CD778	PR FEES PPE 10/24/21 PD 11/05/21	\$ 114.79
ADP Payroll	CD781	CD781	PR FEES PPE 11/07/21 PD 11/19/21	\$ 114.79
ADP Payroll	CD783	CD783	Time & Attendance 11/21	\$ 42.46
ADP Payroll	CD784	CD784	PR PPE 11/21/21 PPD 11/26/21	\$ 3,501.11
ADP Payroll	CD788	CD788	PR PPE 10/25/21 PPD 11/12/21	\$ 3,505.48
Board of County Commissioners	004341	21133658	24-26-18-0070-00000-0RA0 2021Solid Waste Assessment	\$ 117.02
Board of County Commissioners	004341	21149644	19-26-19-0520-00000-0RA1 2021 Solid Waste Assessment	\$ 3,379.94
Board of County Commissioners	004341	21149645	19-26-19-0520-00000-0RA2 2021 Solid Waste Assessment	\$ 82.56
CMH Exteriors LLC	004334	106430	Removal of Large Laurel Oak Tree - Laird Park 10/21	\$ 850.00
Department Of Economic Opportunity	004339	85085	Special District Fee FY 21/22	\$ 175.00
Duke Energy	20211115-1	88667 82496 10/21	Summary Bill 10/21	\$ 779.54
Duke Energy	20211129-1	9100 8816 3760 10/21	22140 Coldstream Rd 10/21	\$ 125.30
Florida Blue	004335	75433937	Health Insurance 11/15/21- 12/15/21	\$ 2,547.32
Florida Department of Revenue	004336	61-8018349567-4 10/21	Sales & Use Tax 10/21	\$ 18.32

LAKE PADGETT ESTATES ISD

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

Vendor Name	Check Number	Invoice Number	Transaction Description	Check Amount
Frontier Communications of Florida	004329	210-043-0055-021920-5 11/21	210-043-0055-021920-5 11/21	\$ 779.92
Lake Padgett ISD	CD779	CD779	Debit Card Replenishment 11/21	\$ 1,042.68
Lowe's	004340	99009294903 10/21	Misc. Supplies 10/21	\$ 201.96
Mike Fasano, Tax Collector	004345	19-26-19-0520-00000-0RA1 2021	2021 Non- Ad Valorem Stormwater Assessments	\$ 91.20
Mike Fasano, Tax Collector	004345	19-26-19-0560-00000-0RA1 2021	2021 Non- Ad Valorem Stormwater Assessments	\$ 428.64
Mike Fasano, Tax Collector	004345	24-26-18-0070-00000-ORA0 2021	2021 Non-Ad Valorem Stormwater Assessment	\$ 565.44
Pasco County Utilities	004338	15694497	#0361035 Civic Center Pkwy 10/21	\$ 46.10
Pasco Testing Lab and Sales, Inc.	004342	17683	Monthly Service 10/21	\$ 160.00
Republic Services #762	004330	0762-002946626	Waste Management Services 11/21	\$ 344.00
Rizzetta & Company	004331	INV0000062526	District Management Fees 11/21	\$ 4,362.50
Rizzetta Technology Services	004332	INV0000008155	E-Mail & Website Hosting Services 11/21	\$ 190.00
SiteOne Landscape Supply, LLC	004333	113864249-001	Liquid Herbicide 10/21	\$ 319.01
Southern Automated Access Services, LLC	004343	10263	Gate Repair - Lake Padgett Park 11/21	\$ 245.00
Southern Automated Access Services, LLC	004343	10294	Gate Repair - Lake Saxon 11/21	\$ 95.00

LAKE PADGETT ESTATES ISD

Paid Operation & Maintenance Expenditures

November 1, 2021 Through November 30, 2021

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Transaction Description</u>	<u>Check Amount</u>
Stealth Security Consultants LLC	004344	1039RC	Monthly Security Officer 12/21	\$ 5,184.00
Timothy G. Hayes & Associates	004337	293	Legal Services 10/21	\$ 3,274.50
Verizon Wireless	004346	9892383567	842326036-00001 11/21	<u>\$ 100.92</u>
Report Total				<u>\$ 32,784.50</u>