

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

April 24, 2018 Minutes of Regular Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Longleaf Community Development District was held on **Tuesday, April 24, 2018 at 6:30 p.m.** at Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida, 34655.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

2. CALL TO ORDER/ROLL CALL

Brian Howell called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on **Tuesday, April 24, 2018 at 6:35 p.m.**

Board Members Present and Constituting a Quorum:

Michael Drapkin	Chairman
Elizabeth Blair	Supervisor
Karl Mager	Supervisor

Staff Members Present:

Brian Howell	Meritus
Jessica Hardin	Meritus
Phil Chang	District Engineer
Tim Bowersox	Yellowstone

There were approximately 11 residents in attendance.

3. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

Residents commented on the summer camps and working with the existing events that are already scheduled in Town Hall, their concerns about a for-profit business using the facilities throughout the summer, and making sure that the summer camp staff and attendees clean up the facilities each day before they leave. The Longleaf Seniors requested a bocce ball court. The Board and residents thought that N4 would be a good place for a court and other amenities. The Board will send an email out to the community to see what amenities they are interested in. A resident also commented on the CDD vs. owners trimming the street trees.

48 **4. VENDOR/STAFF REPORTS**

49 **A. District Counsel**

50 **B. District Engineer**

51 **i. Discussion on Storm Structures Observation Report**

52
53 Mr. Chang went over the Storm Structure report. There were about 30 inlets that need to be
54 cleaned, and the concrete weirs also need to be addressed. Supervisor Drapkin thanked Mr.
55 Chang for the thorough report. The Board asked if there are any other materials that can be used
56 on the weirs to make them last longer. Mr. Chang said that concrete is the material that will stand
57 up to the water. The current weirs meet standards, but to last longer, they would need to exceed
58 standards. The Board would like to proceed with getting the structures cleaned up and getting
59 bids to repair the weirs.

60
61 Mr. Chang then went over his findings about the privacy wall along Starkey Blvd. The wall was
62 built by the developer in the CDD buffer easement, so it is the CDD's responsibility. Mr.
63 Bowersox said he has been working on the landscaping at the wall and will continue to nurture
64 the new growth. Mr. Chang also noted that the repaving is mostly complete, though there are a
65 few punch list items to be finished.

66
67 Next, Mr. Chang went over the concerns regarding the "Do Not Enter" signs around Marjorie
68 Park and drivers going the wrong way on the one-way streets. Mr. Chang stated that the signs
69 will be rotated on Wednesday, April 25th to the degree recommended. Mr. Chang said that it
70 could help to add a "no left turn" sign.

71
72 Mr. Chang discussed the CDD allowing golf carts on the roads and the agreement with the
73 County. Jack King with the County said that the CDD needs to do a traffic study on
74 representative streets instead of all streets. He also said that the CDD needs to get certification of
75 the speed humps and that the new street signs need to be confirmed to meet County requirements.
76 The community will also need golf cart signage. The Board discussed the golf carts usage and
77 agreed to wait until Supervisor Hideck is attending to decide if they would like to continue to
78 move forward with becoming a golf cart community.

79
80 Supervisor Drapkin asked about the effects of water pooling in the asphalt in the alleys and gave
81 the example of the alley at Palladio and Diaz. Mr. Chang explained and said he will review the
82 area that Supervisor Drapkin identified.

83
84 *Mr. Chang left the meeting.*

85
86
87 **5. BUSINESS ITEMS**

88 **A. Discussion on Tree Trimming & Pruning – Yellowstone Landscape**

89
90 Mr. Bowersox reviewed the Yellowstone proposals with the Board. He went over the CDD area
91 behind Ellington Way along the ditch where there are some trees growing that have likely never
92 been trimmed. The Board discussed if the CDD should pay to trim these trees and decided not to
93 approve the estimate. Ms. Hardin will get the addresses of the Ellington residents who have
94 placed their fences on CDD property and send them to Mr. Howell.

95
96 Mr. Bowersox then went over the large oak at the end of Deland that is damaged and needs to be
97 removed. Ms. Hardin will get LARB approval and an estimate for a replacement tree to proceed.
98

99 Mr. Howell reviewed the proposal for Top Choice for ant control with the Board. It will be
100 placed in high traffic areas and has 1 year guarantee. Mr. Bowersox will send a map for areas
101 that will be treated.
102

103 Mr. Bowersox went over the playground enhancements. The first one was for tree pruning at
104 Doc Brittle Commons. Supervisor Drapkin explained the safety issues with large branches
105 falling near the new playground. Supervisor Blair asked for clarification on some of the
106 trimming. Mr. Bowersox also went over the landscape enhancements at Pioneer playground
107 behind Town Hall. Supervisor Blair asked about the flowers that will be put in. Supervisor
108 Drapkin also talked about the possible next steps to enhance the playground involving mulch.
109

110 Mr. Bowersox reviewed the proposal to revamp the entrances with the Board. Supervisor
111 Drapkin said these areas were on the list of possible enhancement areas that the Board created in
112 the previous year. Mr. Bowersox said that annuals to add color will be added. He also went over
113 the area behind Cowart and Starkey where there are crepe myrtles that need to be de-mossed and
114 slight pruning and shaping. The Board discussed the proposals. Supervisor Blair also requested
115 to have the signage from the old builder taken down near the entrance of Marsha and Starkey.
116

117	MOTION TO:	Approve the Yellowstone proposals for the oak tree
118		removal and replacement, Top Choice applications,
119		trimming at Doc Brittle, landscaping at Town Hall,
120		landscaping at the Doc Brittle and Marsha entrances,
121		and the crepe myrtle pruning.
122	MADE BY:	Supervisor Drapkin
123	SECONDED BY:	Supervisor Mager
124	DISCUSSION:	None further
125	RESULT:	Called to Vote: Motion PASSED
126		3/0 - Motion Passed Unanimously

127
128 Mr. Bowersox provided an update on the street tree trimming. He expressed concern about
129 certain cars that are constantly in street parking spaces, which prevents his crew from being able
130 to trim the branches above the spaces. Mr. Bowersox, Mr. Howell, and the Board discussed a
131 strategy to allow Yellowstone to trim them. Supervisor Mager wanted to make sure that the street
132 trees are being trimmed above the street lights. Mr. Bowersox stated that he is going back
133 through and trimming any trees that need to be re-trimmed now that the leaves have come in.
134

135 *Mr. Bowersox left the meeting.*
136
137

138 **B. Acceptance of the Financial Report Fiscal Year Ended September 30, 2017.**

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140 The Board reviewed the audit. There was a question about getting reimbursed for an invoice that
141 was paid twice.
142

143	MOTION TO:	Accept the Financial Report Fiscal Year Ended
144		September 30, 2017 as presented.
145	MADE BY:	Supervisor Blair
146	SECONDED BY:	Supervisor Mager
147	DISCUSSION:	None further
148	RESULT:	Called to Vote: Motion PASSED
149		3/0 - Motion Passed Unanimously

150
151 **C. Discussion on Flood Light Installation**

152
153 Ms. Hardin went over installing cameras and a flood light system at the courts to help combat
154 vandalism. She said that a power source and internet would also be needed at the courts. The
155 Board discussed the proposals. Supervisor Drapkin was concerned that if motion-sensor lights
156 are installed, people would loiter on the courts when the courts are closed. Supervisor Blair
157 wanted to make sure that there are recordings of what is going on because of all the vandalism
158 over the years. The Board continued to discuss the logistics of security at the courts. Ms. Hardin
159 will look into getting a cage to protect the cameras from vandalism and how the cameras would
160 be monitored and associated costs.
161

162 **D. Discussion on Policy Revisions**

163
164 Supervisor Blair went over the policy revisions with the Board. The Board discussed the
165 revisions. Supervisor Drapkin thanked Supervisor Blair for all of her hard work on the policies.
166 The Board decided to hold off on approving the Sports and Village Greens policies but wanted to
167 go ahead and approve the rest of the revised policies.
168

169	MOTION TO:	Approve the policy revisions as discussed, except for
170		the Sports and Village Green policies.
171	MADE BY:	Supervisor Drapkin
172	SECONDED BY:	Supervisor Blair
173	DISCUSSION:	None further
174	RESULT:	Called to Vote: Motion PASSED
175		3/0 - Motion Passed Unanimously

176
177 **E. Discussion on Florida Highway Patrol**

178
179 Mr. Howell updated the Board on the signs. He stated that the County will be coming out to
180 inspect and certify all of the new stop signs after the supplemental signs have been installed. This

181 should occur in mid-May. Mr. Howell will reach out to FHP about patrol after the signs have
182 been certified by the County. Supervisor Drapkin asked for the Board to begin thinking about
183 how to use FHP to patrol the community.

184

185 **F. General Matters of the District**

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188 **6. CONSENT AGENDA**

189 **A. Consideration of Minutes of the Board of Supervisors Meeting Mar. 27, 2018**

190

191 The Board reviewed the minutes.

192

193

MOTION TO:	Approve the March 27, 2018 minutes.
MADE BY:	Supervisor Blair
SECONDED BY:	Supervisor Drapkin
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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200 **B. Consideration of Operations and Maintenance Expenditures March 2018**

201

202 The Board went over the O&Ms. Supervisor Drapkin asked about an invoice from the aquatics
203 vendor.

204

205

MOTION TO:	Approve the March 2018 O&Ms.
MADE BY:	Supervisor Drapkin
SECONDED BY:	Supervisor Blair
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0 - Motion Passed Unanimously

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212 **C. Review of Financial Statements Period Ending March 31, 2018**

213

214 The financials were reviewed and accepted. Mr. Howell noted that next month will be the budget
215 meeting. Supervisor Drapkin wanted to make sure there will be a line item for bush-hogging and
216 cutbacks maintenance in the budget.

217

218

219 **7. MANAGEMENT REPORTS**

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A. Staff Task Lists

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B. District Manager

222

i. Aquatics Report

223

ii. CDD/Operations Management

224
225 Mr. Howell went over the violation letter that was sent out for the vandalism. He stated that the
226 father visited the clubhouse and spoke with Ms. Hardin, and the father said he will take care of
227 the behavior. Supervisor Blair asked if he had paid the amount due for repairs needed from
228 vandalism; Ms. Hardin said she will contact him regarding payment. Once the payment is
229 received to cover the damages, Mr. Howell recommended sending a letter to reinstate amenity
230 access privileges. The Board discussed their concerns with allowing amenity privileges to be
231 reinstated and said that if something similar occurs again with this same teen, the privileges
232 could be suspended longer.

233
234 Mr. Howell reviewed the issues with trimming the street trees with the Board. He recommended
235 having a comprehensive review and discussion of the street tree trimming program over the next
236 couple of months. The Board briefly discussed the tree trimming and agreed that they would like
237 to have it on the agenda for the following month.

238
239 **C. On-Site Property Manager's Report**

240 **i. Community Inspections**

241 **ii. Community Calendar of Events - April**

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243
244 **8. SUPERVISOR REQUESTS**

245
246 Supervisor Blair provided an update on the bike trail. She read aloud some of the County's
247 communications with about the bike trail damage. The County reported that 80% of the trail is
248 damaged by roots, and the trail between Town Ave and Hwy 54 may be removed for liability and
249 eventually replaced with a sidewalk because of the Starkey bike path extension that is planned
250 for the east side of Starkey Blvd. Supervisor Blair stated that she will continue to pursue the bike
251 path repairs with the County, but she is skeptical that they will repair it if they already plan to
252 remove it in a few years.

253
254 Supervisor Blair asked if it would be okay to post a flyer in the community mail kiosks about an
255 event that County Commission Kathryn Starkey is hosting at Starkey District Park. The Board
256 said they would like to be good stewards of the County and community and would like to post it
257 in the kiosks for residents.

258
259 Supervisor Blair went over an issue with the Longleaf Assisted-Living Facility and an
260 application to the County regarding a buffer between the back of the facility and the F Street
261 homes on Bumelia Lane. She is working with the LARB and Town Architect to make sure the
262 LAF will have a proper buffer.

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265 **9. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**

266
267 A resident asked if it would be okay to park a boat on CDD grass for about an hour to clean it
268 and unload it. The Board discussed the matter and thought it was reasonable to have it out there
269 for an hour to clean it.

270

271
272 The Board talked about making a revision to the parking documents to specify that while parking
273 is not allowed at all on District-owned green spaces in parks and Village Greens, parking for up
274 to an hour in District-owned green spaces that are low-maintenance, sodded areas for the direct
275 purpose of loading, unloading, and cleaning would be considered. Supervisor Blair said she will
276 work on the language and bring the revisions to the Board for the next meeting.

277
278 Another resident brought up an issue with abandoned vehicles and asked if the Board could
279 include a parking statute about abandoned vehicles behind towed in their official parking
280 policies. The Board agreed, and Supervisor Blair stated that she will also work on adding that
281 language to the parking policies for the next meeting.

282
283 Jillian Michaels from the Amplify teen show choir group that practices in Town Hall wanted to
284 provide some clarification about the program and ask the Board if they could continue doing
285 service projects through the end of May rather than pay the 10% for using the facilities for April
286 and May as requested from the Board. She stated that the Amplify budget runs through the
287 academic year, which is August through June, and they do not have the 10% to pay. Ms.
288 Michaels asked if they could continue doing service projects through the end of the school year
289 instead of paying the money. She said they are not a nonprofit yet, but they are working on
290 obtaining that status. The Board discussed the request and asked some questions about the
291 program, rental agreements, volunteering, noise level, and cleaning up after practice. The Board
292 stated that they would waive the fees for April and May, but starting June 1, 2018, Amplify
293 would owe the 10% if they wanted to continue practicing in Town Hall.

294
295 The Board and Ms. Michaels also briefly discussed the summer camps, including scheduling,
296 cost, and cleaning. Ms. Hardin will continue to work with Ms. Michaels on logistics and
297 complying with the requirements for using the facilities.

298
299

300 10. ADJOURNMENT

301

MOTION TO:	Adjourn at 9:02 p.m.
MADE BY:	Supervisor Mager
SECONDED BY:	Supervisor Blair
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	3/0 - Motion Passed Unanimously

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310 *Please note the entire meeting is available on disc.

311

312 *These minutes were done in summary format.

313

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

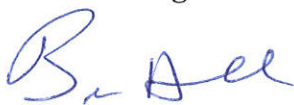
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319 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
320 noticed meeting held on 5-22-2018.

321

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323



324 Signature

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327 Printed Name

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329 Title:

- 330 Secretary
- 331 Assistant Secretary

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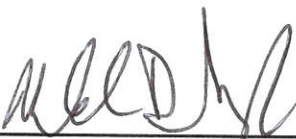
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Signature

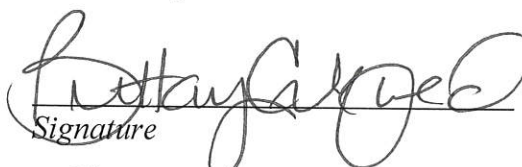


Printed Name

Title:

- 340 Chairman
- 341 Vice Chairman

Recorded by Records Administrator



5-24-2018

Date

