

**LONGLEAF  
COMMUNITY DEVELOPMENT DISTRICT**

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August 12, 2019 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, August 12, 2019 at 6:30 p.m.** at Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida, 34655.

**1. PLEDGE OF ALLEGIANCE**

Michael Drapkin led the Pledge of Allegiance.

**2. CALL TO ORDER/ROLL CALL**

Gene Roberts called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on **Tuesday, August 12, 2019 at 6:30 p.m.**

**Board Members Present and Constituting a Quorum:**

Michael Drapkin	Chairman
Robb Hideck	Vice Chairman
Elizabeth Blair	Supervisor
Karl Mager	Supervisor
Bryan Butler	Supervisor

**Staff Members Present:**

Gene Roberts	Meritus
Jessica Hardin	Meritus
Phil Chang	District Engineer
Patrick Brophy	Aquatic Systems

There were four residents in attendance.

The Board agreed to move up the discussion on beneficial plantings on the agenda.

**4. BUSINESS ITEMS**

**A. Discussion on Beneficial Plantings**

Patrick Brophy with Aquatic Systems was present to go over the beneficial plantings. He noted that the 90-day period after the last planting in April was complete and the review had been done by the Regional Manager. Mr. Brophy said several plants were missing or damaged from non-target spraying damage, landscaping damage, and intense rain. There will be 3,000 plants replaced under warranty, and they recommend planting in October when there is less rain and the sesbania is more under control. He noted that originally 7,700 plants were installed.

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50 Supervisor Drapkin stated that on Fernandina, the plants were not staggered and were sparse.  
51 Mr. Brophy said that they intend to plant along Fernandina, as well as behind the Palladio alley,  
52 but that since Pond 12 was planted in September 2018, it would not be under warranty. Mr.  
53 Brophy said that possibly planting in clusters with more room in between next time may help  
54 with spot spraying.

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56 Mrs. Hardin asked about the two areas that were noted as too dry for aquatic plants – on Marsha  
57 near the double ponds and on Fenceline near Pond 8. Mr. Brophy said saw palmetto may be a  
58 good option near Pond 8. Supervisor Drapkin asked if Mr. Brophy could be present at the next  
59 plantings to ensure the job was better this time. Mr. Brophy said he could if the Board wants him  
60 to be there.

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### 63 3. AUDIENCE QUESTIONS AND COMMENT ON AGENDA ITEMS

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65 Mr. Lampasso requested for his sidewalk lifting to be repaired. He went over the history of his  
66 request and prior repairs and asked the CDD to repair his sidewalk that is a trip hazard. The  
67 Board discussed several issues including a letter that was sent to Mr. Lampasso in 2016 via  
68 regular mail that he said was not received. In that letter it was noted that the sidewalk repair in  
69 2016 was a one-time repair and that he would be responsible for any future repairs needed.

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71 Mr. Chang noted that after a repair, if the roots grow back, the roots can lift the sidewalk again.  
72 Supervisor Drapkin said that the CDD has a policy to repair a sidewalk one time and that if a  
73 resident street tree damages the sidewalk again, it would be homeowner responsibility to replace  
74 the sidewalk when there are more issues. The Board requested for Mr. Chang to assess the  
75 damage including measuring the lift. The assessment along with an estimate to repair the  
76 sidewalk will be reviewed in an upcoming meeting.

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78 Another resident requested to replace the sod along Marsha near Palladio and stated that it is  
79 completely weeds in this area. Mr. Roberts noted that this area is not irrigated, which would  
80 make it difficult for sod to survive here. The resident also mentioned ants. Mrs. Hardin will  
81 contact Yellowstone to treat for ants.

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83 A resident asked about the dog park that was mentioned in the survey. Supervisor Drapkin said  
84 that the dog park may be cost prohibitive and that there will be a meeting with the architect soon  
85 to go over their proposals on where the best place is for the amenities that will be added.

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### 88 4. BUSINESS ITEMS (Cont.)

#### 89 B. Discussion on Homeowner Architectural Request

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91 Mr. Roberts went over that the CDD had received requests from homeowners regarding adding  
92 things on the CDD right-of-way and Counsel advised not to enable this. Supervisor Hideck noted  
93 that the CDD owns this property but residents are required to maintain it. Supervisor Blair said  
94 that the county has similar situations where a license and maintenance agreement would allow

95 something on their property but transfer liability to the owner. After discussion, Supervisor Blair  
96 will send a sample agreement over for Counsel to review and advise the Board.

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98 *Mr. Chang left the meeting at 7:26 p.m.*

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100 **C. Discussion on Amenity Enhancement Proposals**

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102 The Board reviewed the estimates and asked about the architect's advice on where would be the  
103 best placement for the amenities in the neighborhood. JAH will be attending the meeting in two  
104 weeks. Supervisor Drapkin requested to have photos of the items on the estimate included when  
105 the Board is ready to review it. These proposals have been tabled until the Board has more  
106 information.

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108 **D. Discussion on Landscaping Enhancement Proposals**

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110 Mrs. Hardin went over the proposals for tree trimming at Pioneer Green and along Starkey. She  
111 noted that she requested feedback from references for Pete and Ron, but after reaching out to  
112 them, she did not receive any feedback. Supervisor Drapkin said he would like to stick with the  
113 CDD landscaping company, as they are a good vendor and he trusts them more than an unknown  
114 vendor. Supervisor Drapkin also stated that it is critical to get more sun on Pioneer green and  
115 trucks are hitting the trees along Starkey since they are so low. The Board requested for the  
116 arborist to check in with Mrs. Hardin before work begins daily and that the arborist is onsite for  
117 the duration of the job.

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119	MOTION TO:	Approve the Yellowstone proposals for Pioneer
120		Green and Starkey tree trimming.
121	MADE BY:	Supervisor Drapkin
122	SECONDED BY:	Supervisor Mager
123	DISCUSSION:	None further
124	RESULT:	Called to Vote: Motion PASSED
125		5/0 - Motion Passed Unanimously

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127 Mrs. Hardin noted that the estimate from Spearem was for the small monument walls at  
128 Fernandina, Mt. Dora, and Alachua, as well as the Pioneer green flag planter. This will include  
129 removing the vines and covering them with a faux stone similar to what is at the Marsha and Doc  
130 Brittle entrance monuments.

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MOTION TO:	Approve the Spearem proposal for faux stone installation and vine removal.
MADE BY:	Supervisor Drapkin
SECONDED BY:	Supervisor Butler
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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The Board discussed the estimate from Yellowstone for the sod under the three trees in the corners of Pioneer Green. Mrs. Hardin noted that all three are currently bare and grass is not growing there. The Board agreed that sod is needed there but after the tree trimming has been completed

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MOTION TO:	Approve the Yellowstone sod proposal.
MADE BY:	Supervisor Drapkin
SECONDED BY:	Supervisor Mager
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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Supervisor Drapkin noted that the weeds were replaced with sod between Fernandina and Town, but he would also like to see the weeds between Town and Alachua replaced with sod as well. Mrs. Hardin noted that she did not have this estimate yet but will request it for the September meeting.

**E. Discussion on Holiday Lighting Proposals**

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Mrs. Hardin went over the two proposals that she received, one from the company that was used last year, Illuminations Holiday Lighting, and another company called Decorating Elves. After discussion, the Board requested to have Illuminations provide an updated estimate with the same items from the other company for comparison. The Board also requested to add an outdoor tree at Pioneer green. Mrs. Hardin will get an updated estimate for the next meeting.

**E. Discussion on Community Website**

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Mrs. Hardin explained that the process to changing the website to meet ADA compliance is almost complete. The last item that is delaying the process is the email community feature. Mr. Roberts noted that most CDDs do not allow something like this. The Board discussed options including the message board and letting residents know they can sign up to receive an email with updates. Mrs. Hardin will create a “how to” guide for residents for signing up for CDD emails on the new website.

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MOTION TO:	Remove the email community feature from the website to complete the ADA switchover.
MADE BY:	Supervisor Butler
SECONDED BY:	Supervisor Blair
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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**5. CONSENT AGENDA**

**A. Consideration of Minutes of the Board of Supervisors Meeting June 25, 2019**

187 The Board reviewed the minutes. Mrs. Hardin noted that she submitted for correction that Mr.  
188 Howell opened the June meeting instead of her.  
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MOTION TO:	Approve the June 25, 2019 meeting minutes.
MADE BY:	Supervisor Blair
SECONDED BY:	Supervisor Mager
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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**B. Consideration of Operations and Maintenance Expenditures June 2019**

199 The Board reviewed the O&Ms. Supervisor Hideck asked about the billing for the Starkey Ranch  
200 gym under Johnson Engineering. Mrs. Hardin will email to inquire.  
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MOTION TO:	Approve the June 2019 O&Ms.
MADE BY:	Supervisor Drapkin
SECONDED BY:	Supervisor Blair
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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**C. Review of Financial Statements Month Ending June 30, 2019**

211 The financials were reviewed and accepted. Mr. Roberts noted that at the end of June there  
212 should be 25% left for the budget, but instead the District was at 18%. There is a good chance  
213 the District will go over budget and will need to send an addendum to the County explaining the  
214 overage.  
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**6. MANAGEMENT REPORTS**

**A. Staff Task Lists**

The Board reviewed the staff task lists. Supervisor Blair asked if the PCSO patrol was finished. Mrs. Hardin said that unless they decided to renew, today was the last day scheduled. Supervisor Mager said he thinks the patrol is a good idea, but possibly having more shifts in the evening would be helpful and less during the day.

The Board discussed and agreed to continue patrol for three days a week at a maximum of twelve hours per week in September, October, November, and December. The Board said that habitual offenders for wrong way parking should receive citations; citations should be issued for any safety issues near the school like speeding, parking on the sidewalk or crosswalk, and running stop signs; and citations should be issued throughout the neighborhood for speeding and running stop signs. The Board also requested for two officers to be on site on Halloween and for two officers to be on site for New Year’s Eve. Supervisor Drapkin asked about radar, and Supervisor Butler noted that not all officers are radar certified.

MOTION TO:	Continue PSCO patrol through December 31, 2019 with four-hour shifts and a maximum of three days per week with \$53 paid on holidays and \$43 on all other shifts.
MADE BY:	Supervisor Butler
SECONDED BY:	Supervisor Drapkin
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

Mrs. Hardin asked if the Board would like to continue to have pool security. After discussion, the Board agreed that continuing to have pool security through October 1, 2019 would be beneficial.

**B. District Manager**  
**i. Aquatics and Mitigation Reports**

The Board reviewed the aquatics and mitigation reports.

**C. On-Site Property Manager’s Report**  
**i. Community Inspections**  
**ii. Community Calendar of Events**

Mrs. Hardin went over her reports and asked the Board about ways to increase the accuracy of event attendance for planning and food purchasing. Supervisor Butler suggested that bracelets being picked up before the date would show commitment and make the process smoother on the day of the event.

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**7. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS**

Supervisor Drapkin said he would like to welcome Gene Roberts, the new District Manager, and he would like to thank Brian Howell for his great work with Meritus and for being very helpful and knowledgeable.

**8. ADJOURNMENT**

MOTION TO:	Adjourn at 8:46 p.m.
MADE BY:	Supervisor Blair
SECONDED BY:	Supervisor Mager
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

280 \*Please note the entire meeting is available on disc.

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282 \*These minutes were done in summary format.

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

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289 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly  
290 noticed meeting held on 9/24/19.

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Signature

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Printed Name

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Title:

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Secretary

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Assistant Secretary

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Signature

Printed Name

Title:

Chairman

Vice Chairman

Recorded by Records Administrator

  
Signature

9/26/19  
Date

