

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

June 18, 2013 Minutes of Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for the Longleaf Community Development District was held on Tuesday, June 18, 2013 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

Mr. Altman called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on Tuesday, June 18, 2013 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

Paul Jenkins	Chairman (<i>Via Telephone</i>)
Jennifer Spicer	Supervisor
Robb Hideck	Supervisor
Marilyn Woodhull	Supervisor

Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Brian Lamb	District Secretary, District Management Services, LLC
Don Robinson	District Management Services, LLC
Shawndel Kaiser	Resident Services Coordinator
Phil Chang	District Engineer, Johnson Engineering

Residents:

Heather Robertson

(00:00:43)

MOTION TO:	Allow Supervisor Jenkins to participate by phone.
MADE BY:	Supervisor Spicer
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 3/0 – Motion Passed Unanimously

3. RESIDENT COMMENTS ON THE AGENDA ITEMS

Resident, Heather Robertson expressed concerns on the white wooden fence at entry of the community. She would like the CDD to look at taking responsibility for it or working with the HOA on the issue. She also asked about the signs at the corners of the fence and the holly trees on Ringling.

45 Heather Robertson stated she has seen people drive motorized vehicles on CDD property,
46 especially at the lakes. They are parking on the grass. She asked the CDD to monitor this
47 activity and post no trespassing signs.
48 The Board discussed the issues and decided to contact the property owner regarding the fence
49 and signs to see what they are willing to do. The Board would like the trees on Ringling be
50 placed on the next agenda.

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52 **4. BUSINESS ITEMS**

53 **A. Review of Fiscal Year 2014 Budget**

54 Mr. Altman reviewed the Fiscal Year 2014 proposed budget with the Board.
55 Supervisor Jenkins stated that he saw an error in the budget in the amount of 21,000. Mr.
56 Altman stated that it has been corrected. He saw the error today and talked with accounting on
57 the issue.

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59 Supervisor Jenkins would like to put \$134,600 into capital reserves and pull from capital
60 improvements over the next 5 years and leave the rest to contingency.

61
62 Resident Heather Robertson asked about future capital improvements for the District. She also
63 expressed that she would like the District to have a dog park. Supervisor Woodhull stated that
64 the Board has discussed the issue in the past, and the Board was not in favor of it.

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66 **B. General Matters of the District**

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68 **5. STAFF REPORTS**

69 **A. District Counsel**

70 **B. District Engineer**

71 Mr. Chang went over the neighborhood 2 & 3 drainage repair plans with the Board. Mr. Chang is
72 waiting on one minor revision and District Counsel comments to bid the project. Mr. Chang
73 stated by the next meeting the project should be out for bid.

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75 **C. District Manager**

76 **D. Resident Service Report**

77 **1. Update on Action Item List**

78 Mr. Altman went over the action item list with the Board. Ms. Kaiser gave the Board an update
79 on the items listed. Ms. Kaiser went over the scope of work for the cleaning of the clubhouse.
80 Supervisor Jenkins stated he would like Ms. Kaiser to grade the cleaner on her scope of work.
81 Ms. Kaiser stated she would start the grade sheet.

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83 **2. Inspection Report**

84 Supervisor Woodhull asked that the mowing distance from ponds should be added to the check
85 list. Supervisor Woodhull asked about the flagpoles and pulleys in the District. Supervisor
86 Spicer asked about the dead grass by the bike path off the bridge.

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89 **6. BUSINESS ADMINISTRATION**

90 **A. Consideration of the Minutes of the Board of Supervisors Meeting, May 21, 2013**

91 The Board reviewed the minutes.

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(01:04:17)

MOTION TO:	Approve the meeting minutes for May 21, 2013 with the one correction.
MADE BY:	Supervisor Woodhull
SECONDED BY:	Supervisor Spicer
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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B. Consideration of the Operations and Maintenance Expenditures, June 2013

The Board reviewed the operations and maintenance expenditures.

(01:07:20)

MOTION TO:	Approve the Operations and Maintenance Expenditures for June, 2013.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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C. Review of Financial Statements Period Ending, April 30, 2013

The Board reviewed the financial statements. The Board asked about the two checks that didn't clear. Mr. Altman stated he would look into this and report back to the Board.

7. SUPERVISOR REQUEST AND AUDIENCE COMMENTS

Supervisor Spicer asked about the update on the website. Ms. Kaiser stated that Longleaf owns the website now, and it is all taken care of. She also asked about the pool being green.

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Supervisor Jenkins asked for an update on the street light repair. Supervisor Jenkins also asked if Ms. Kaiser had virus protection on her computer. Ms. Kaiser stated that she did have a virus protection program on her computer.

Ms. Kaiser went over the different options of reports that are produced from the radar sign. Ms. Kaiser will send these out to the Board. The Board would like to post the results on the website. Ms. Kaiser stated that she will put the reports in the meeting book.

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Resident Heather Robertson asked about the employee, Ralph, and what his responsibilities are. She also asked about golf cart signs.

135 Supervisor Woodhull stated residents should not be driving golf carts in the community unless
136 they are street-legal, licensed, and insured.
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138 **8. ADJOURNMENT**

139 (01:24:35)

140	MOTION TO:	Adjourn the meeting of the Board of Supervisors for
141		June 18, 2013.
142	MADE BY:	Supervisor Woodhull
143	SECONDED BY:	Supervisor Jenkins
144	DISCUSSION:	None further
145	RESULT:	Called to Vote: Motion PASSED
146		4/0 - Motion Passed Unanimously

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

149 **These minutes were done in summary format.*

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

154 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
155 noticed meeting held on 7-11-13.

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159 Signature

160 Peter Altman

161 Printed Name

162 *Asst. Secretary*

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164 Title:

165 Chairman

166 Vice Chairman

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159 Signature

160 Joanne Rein

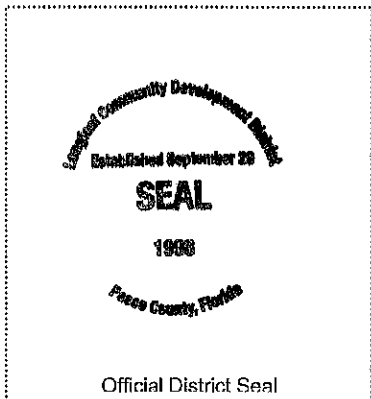
161 Printed Name

162 *Vice Chairwoman*

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164 Title:

165 Secretary

166 Assistant Secretary



Recorded by Records Administrator

[Signature]

Signature

7-25-13

Date