

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

August 16, 2012 Minutes of Meeting

Minutes of the Regular Meeting

The Regular Meeting of the Board of Supervisors for Longleaf Community Development District was held on Thursday, August 16, 2012 at 6:30 p.m. at Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida 34655.

❖ **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

❖ **CALL TO ORDER/ROLL CALL**

Mr. Howell called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on Thursday, August 16, 2012 at 6:32 p.m.

Board Members Present and Constituting a Quorum:

Paul Jenkins	Chairman
Joanne Rein	Vice Chairman
Marilyn Woodhull	Supervisor
Robb Hideck	Supervisor

Staff Members Present:

Brian Howell	District Manager, District Management Services, LLC
Shawndel Kaiser	Resident Services, District Management Services, LLC
Phil Chang	Johnson Engineering, District Engineer

Audience:

Carol Jenkins
Jennifer Spicer

❖ **RESIDENT COMMENTS ON THE AGENDA ITEMS**

None

❖ **VENDOR REPORTS**

❖ **STAFF REPORTS**

➤ **District Counsel**

Nothing to report.

➤ **District Engineer**

Mr. Chang advised that most of the work for N2 was complete and the sidewalk work has commenced and SEG was making good progress. He stated he anticipated work to be complete in the next one to two weeks. Mr. Chang advised that the District could only cut back vegetation to the boundary lines for any conservation areas. Ms. Kaiser advised LMP will be doing the trimming this fall for the CDD. The Board and Mr. Chang discussed other sidewalk areas that may need repaired and best way to have County address. The Board decided for the District to contact local alderman for help and perhaps for a representative of the District to attend a future County Commissioner meeting. The Board wanted to make sure that the Salzano residence was

49 re-sodded with Zoysia grass. Ms. Kaiser is to check with the contact in regards to intent of stores
50 to utilize brick pavers or a faux paver.

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52 > **District Manager**

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1. **Manager Report**

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a. **Update on Action Item List**

b. **Inspection Report**

c. **Resident Service Report**

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Mr. Howell advised that aquatic plantings were almost done and that 3000 out of the 3500 have been installed and last 500 will be wrapped up any day. Mr. Howell stated that the overall landscape program was doing well and that the new flowers looked good; crape myrtle transplant locations have been picked out and that the LNA approved the knockout rose and society garlic for new enhancement areas. Those plants would be installed within the next week or so. Mr. Howell advised that LMP has scalped a few Bermuda areas due to time between mowing due to rain but the turf would recover. The Board wants to ensure the doors have muttons on them and would like DMS to get with JAH on this item. Supervisor Rein asked about bollards on bike path. Ms. Kaiser advised Ralph was scheduled to do this the following week.

Ms. Kaiser gave her report and discussed with the Board the need to improve the cameras at the pool. Ms. Kaiser is to check with vendors on installing a new camera that will be compatible with current system. Ms. Kaiser advised the pool gate repair will commence in one week. The Board discussed fencing proposals and decided to entertain bids for fencing, lighting, access system and a water fountain. Supervisor Jenkins recommended that a lighting supplier be contacted for advice on what fixtures would be best and the District could buy them and have a company install them. Supervisor Jenkins advised no bids received on restroom at this time so the Board tabled this item until the next meeting. There was discussion on scuba lessons being allowed at pool but this was tabled due to no board majority support.

Ms. Kaiser is to get a bid for a GFI protected outlet for pool. Ms. Kaiser is to review and see what the website capability is for letting folks advertise on the CDD website for a fee.

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❖ **BUSINESS ADMINISTRATION**

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> **Public Hearing on FY 2013 Annual Budget**

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Mr. Howell announced that advertisement for 2013 budget hearing was done as required under statutes and rules.

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MOTION TO:	Open the Public Hearing.
MADE BY:	Supervisor Hideck
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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No public comments

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MOTION TO:	Close the Public Hearing.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

➤ **Consideration of Resolution 2012-03 Approving the FY 2013 Budget**

Mr. Howell advised the Board that assessments were remaining the same as 2012 and that the Board could amend the budget in the future as long as it was not raised. There was discussion on some of the line items.

MOTION TO:	Approve Resolution 2012-03; Approving the FY 2013 Budget.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

➤ **Consideration of Resolution 2012-04 Imposing Special Assessments**

Mr. Howell informed the Board on the terminology of the special assessment language.

MOTION TO:	Approve Resolution 2012-04; Imposing Special Assessments.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

➤ **Consideration of Resolution 2012-05 Setting FY 2013 Meeting Schedule**

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MOTION TO:	Approve Resolution 2012-05; Setting FY 2013 Meeting Schedule.
MADE BY:	Supervisor Woodhull
SECONDED BY:	Supervisor Rein
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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➤ **Consideration of Resolution 2012-06 Re-Designation of District Officers**
Resolution 2012-06 is to appoint Debora Lollar as Treasurer.

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MOTION TO:	Approve Resolution 2012-06; Re-Designation of District Officers.
MADE BY:	Supervisor Hideck
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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➤ **Consideration of the Minutes of the Board of Supervisors Meeting, July 19, 2012**
The Board reviewed the minutes.

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MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting July 19, 2012 with corrections.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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➤ **Consideration of Operation & Maintenance Expenditures, August 2012**
Supervisor Jenkins asked Ms. Kaiser to mark the pool heater/pool pump with warranty expiration dates.

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MOTION TO:	Approve the Operation & Maintenance Expenditures, August 2012.
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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❖ **BUSINESS ITEMS**

- A. **Review Restrooms Bids**
- B. **Review Proposals for Lighting and Fencing**
- C. **General Matters of the District**

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❖ **SUPERVISOR REQUEST AND AUDIENCE COMMENTS**

188 Audience Comments: Ms. Spicer asked for an additional dog station and to ensure bags are
189 emptied timely. She also requested the Board to check into a flashing speed limit sign for
190 community, and if grass clippings issue with LMP had been resolved. Ms. Kaiser advised it had.
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192 Supervisor Comments: The Board discussed all the crack weeds in N3 and directed Mr. Howell
193 to get a proposal for round up application or any other solution LMP has. Street Tree trimming
194 was confirmed to be in fall (November). DMS is to get pricing on IPADS for board and cost
195 comparison to sending out books.

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❖ **ADJOURNMENT**

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MOTION TO:	Adjourn the meeting of the Board of Supervisors for August 16, 2012.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

207 *These minutes were done in summary format.


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

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213 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
214 noticed meeting held on 10-18-12.

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218 Signature

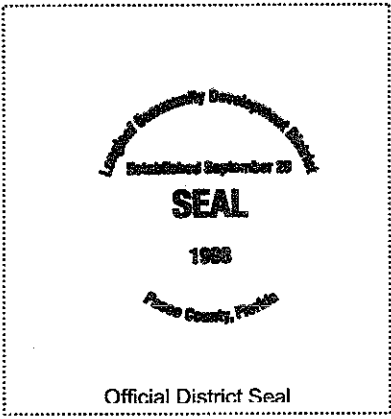
219 Joanne Rein
220 Printed Name

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223 Title:
224 Chairman
225 Vice Chairman

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218 Signature

219 Brian Howell
220 Printed Name

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223 Title:
224 Secretary
225 Assistant Secretary



Recorded by Records Administrator


Signature

10-19-12
Date