

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

November 15, 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, November 15, 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, November 15, 2012 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

Paul Jenkins	Chairman (<i>via speakerphone</i>)
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

Ms. Jenkins inquired about the new fence and if there were to be two gates. Ms. Kaiser told her yes, there will be two gates. Ms. Jenkins also asked when the card scan system would be in. Ms. Kaiser advised her it will be in next week.

Ms. Spicer inquired if lights for the courts were still on the table. The Board told her yes that was still under consideration but the Board had decided at the October meeting to do the first phase and then solicit feedback from residents before going forward with the lights. Ms. Kaiser will do an email blast on the court lights. Ms. Spicer also inquired about a N3 playground in the future.

Supervisor Rein brought up her idea of an adult playground. The Board and audience discussed possible features. The Board is to review at a later date after some other items are completed.

Bike rack for court area was discussed by audience and the Board.

❖ STAFF REPORTS

➤ **District Counsel**

Nothing to report.

49 ➤ **District Engineer**

50 Mr. Chang went over his analysis of N3 roads and some other areas in N2 that were brought to
51 his attention. He distributed a packet of costs to the Board. He requested they review and discuss
52 details at the next meeting. The Board discussed the need to do these repairs now. After question
53 and answer with the Board and Mr. Chang it was determined that it would be more cost effective
54 to do the repairs now versus waiting and having higher costs down the road.
55

56 Supervisor Jenkins asked Mr. Howell if N3 repairs could be assessed on 2014 Tax Roll and
57 spread out over five years. Mr. Howell stated he would need to research to see the process and
58 how long these costs could be spread out. Supervisor Jenkins asked Mr. Chang to get a complete
59 package price and to separate the cost between N2 and N3. Supervisor Jenkins directed DMS to
60 put together a formula for additional assessments to N3 to cover the repair costs and for repairs
61 done in 2012. The Board will review at the December meeting. Then invite N3 owners to the
62 January meeting to discuss.
63

64 Mr. Chang advised the SEG repairs on Hurlong would start after Thanksgiving due to the fact all
65 the vendors were not available. SEG did not want to start the repairs prior to Thanksgiving and
66 not be able to finish it up before the holiday. Mr. Chang advised he will double check on the
67 zoysia grass repair. If needed he will have Mr. Howell or LMP review to ensure the right turf
68 was used.
69

70 ➤ **District Manager**

71 1. **Manager Report**

72 Mr. Howell reported that he had reviewed the invoice for the replacement plants damaged by
73 Chad Jackson. After review, the true cost was only around \$750.00. The Board agreed not to
74 seek the difference of \$175.00 from the contractor. The Board was satisfied on the \$575.00 credit
75 he issued for the sign work.
76

77 The Board declined to purchase iPads. The Board will advise Mr. Howell if they want their book
78 emailed or a hard copy. DMS will credit the monthly invoice for any books not sent via hard
79 copy. Mr. Howell will advise of the monthly credit.
80

81 a. **Update on Action Item List**

82 b. **Inspection Report**

83 c. **Resident Service Report**

84 Ms. Kaiser went over her report. She mentioned the possibility of doing an adult movie night.
85 She advised MHD would do the access system next week for the new fence area. Ralph was
86 working on the light issues. Ralph would also be painting the mail kiosk. The kitchen upgrades
87 were discussed. The cost to add an oven with hood would be very expensive due to permits, etc.
88 Ralph is to fix the GFI issue in kitchen. Ms. Kaiser will test the fridge for coldness. She also
89 mentioned the vendor was addressing any fence repairs on existing fence. The Board commented
90 that was a good decision to have that done while he was already on site.
91

92 The Board, Ms. Kaiser, Ms. Spicer and Ms. Jenkins discussed the replacement feature for the
93 playground, much discussion took place. The Board decided to get more options and review at
94 the next meeting. In the interim the area would be made safe until a replacement ride was
95 decided on.

96 *The Board moved to Business Items (01:10:21)*

97

98 ❖ **BUSINESS ITEMS**

99 **A. Review of Stripping Pavers**

100 Ms. Kaiser reviewed the two paver bids.

101 (01:13:21)

102

MOTION TO: Approve Sunpavers as the contractor.

103

MADE BY: Supervisor Jenkins

104

SECONDED BY: Supervisor Woodhull

105

DISCUSSION: None

106

RESULT: Called to Vote: Motion PASSED

107

4/0 – Motion Passed Unanimously

108

109 **B. Holiday Lighting**

110 Ms. Kaiser went over the holiday lighting proposal. Supervisor Jenkins asked if there had been
111 any folks who had stepped up to head this up. Ms. Kaiser advised she had offers to assist but
112 nobody had volunteered to lead.

113

114

(01:16:31)

115

MOTION TO: Approve the proposal for \$750.00.

116

MADE BY: Supervisor Rein

117

SECONDED BY: Supervisor Jenkins

118

DISCUSSION: The Board noted the total cost not to exceed the
amount of \$750.00.

119

120

RESULT: Called to Vote: Motion PASSED

121

4/0 – Motion Passed Unanimously

122

123 **C. General Matters of the District**

124

125 ❖ **BUSINESS ADMINISTRATION**

126 ➤ **Consideration of the Minutes of the Board of Supervisors Meeting, October 18, 2012**

127 The Board reviewed the October minutes.

128

129

(01:22:14)

130

MOTION TO: Approve the October 18, 2012 Board of Supervisors
Meeting Minutes with corrections.

131

MADE BY: Supervisor Rein

132

SECONDED BY: Supervisor Woodhull

133

DISCUSSION: None

134

RESULT: Called to Vote: Motion PASSED

135

4/0 – Motion Passed Unanimously

136

137 ➤ **Consideration of the Operations and Maintenance Expenditures, November 2012**
138 Supervisor Rein questioned the irrigation repairs. Supervisor Jenkins advised costs were
139 reasonable and fair considering the system was ten years old. Mr. Howell agreed the costs were
140 normal for these types of repairs. Supervisor Jenkins stated LMP was very fair in their billing to
141 the District compared to past providers. The Board mentioned they have not received their CDD
142 checks. Mr. Howell advised he will research and advise. Supervisor Hideck mentioned that the
143 month was incorrect on Pasco Utility Bill listed on the Operations and Maintenance. It should be
144 October 31, 2012.

145
146 (01:26:31)

147	MOTION TO:	Approve the Operations and Maintenance
148		Expenditures for November 2012.
149	MADE BY:	Supervisor Rein
150	SECONDED BY:	Supervisor Jenkins
151	DISCUSSION:	None
152	RESULT:	Called to Vote: Motion PASSED
153		4/0 – Motion Passed Unanimously

154
155 ➤ **Consideration of Financial Statement Period Ending, September 30, 2012**
156 Mr. Howell advised the Board the reason the financial statements were emailed and not in the
157 book was due to the fact they were closing out the fiscal year and he wanted to ensure all bills
158 etc. were noted. Mr. Howell advised that due to District doing repairs in N3 this year they had
159 come in over budget. However the District would capture that revenue on the 2014 tax Roll
160 through a special assessment. Mr. Howell advised the District had a surplus/reserve balance of
161 almost 500k and that the construction fund account only had \$150.00 in it. Overall the District
162 was doing well and had made a lot of upgrades and repairs in 2012.

163
164 ❖ **SUPERVISOR REQUEST AND AUDIENCE COMMENTS**

165 Supervisor Rein mentioned a resident had painted the bike path in front of their home. Mr.
166 Howell is to send them a letter advising this was District property and to refrain from this
167 practice. Supervisor Rein also mentioned she had several residents state there was a wild cat
168 problem. The Board determined this was not a District issue but more than likely animal control.

169
170 (01:32:38)

171	MOTION TO:	Turn off heat in the pool in January when kids go
172		back to school and keep it off through March.
173	MADE BY:	Supervisor Jenkins
174	SECONDED BY:	Supervisor Woodhull
175	DISCUSSION:	None further
176	RESULT:	Called to Vote: Motion PASSED
177		4/0 - Motion Passed Unanimously

178

179
180
181
182
183
184
185

MOTION TO:	Amend the previous motion that this schedule would be the policy going forward for every year.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

186
187
188
189

❖ **ADJOURNMENT**

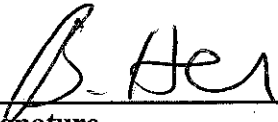
(01:38:00)

190
191
192
193
194
195
196
197

MOTION TO:	Adjourn the meeting of the Board of Supervisors for November 15, 2012.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

198 *Please note the entire meeting is available on disc.
199 *These minutes were done in summary format.
200 *Each person who decides to appeal any decision made by the Board with respect to any matter
201 considered at the meeting is advised that person may need to ensure that a verbatim record of
202 the proceedings is made, including the testimony and evidence upon which such appeal is to be
203 based.

204 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
205 noticed meeting held on 12-20-12.

206
207 
208 _____
209 Signature

210 Brian Howell
211 _____
212 Printed Name Asst. Secretary

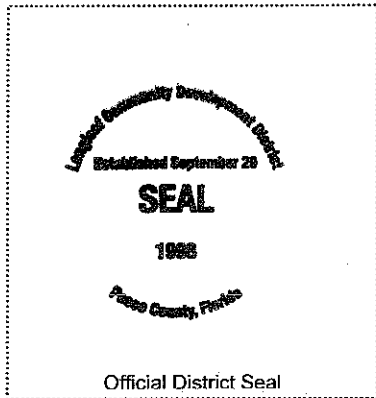
213
214 Title:
215 Chairman
216 Vice Chairman

206
207 
208 _____
209 Signature

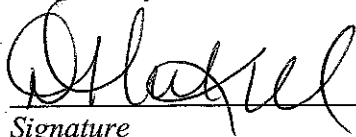
210 Joanne Rein
211 _____
212 Printed Name Vice Chairman

213
214 Title:
215 Secretary
216 Assistant Secretary

217
218
219
220
221
222
223
224
225
226
227
228



Recorded by Records Administrator



Signature

12-21-12

Date