

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

February 17, 2011 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, February 17, 2011 at 6:30 p.m. at Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida 34655.

❖ **CALL TO ORDER/ROLL CALL**

Mr. Canorro called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on February 17, 2011 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

Paul Jenkins	Chairman
Jonathan Brewer	Vice Chairman
David Reid	Supervisor
Joanne Rein	Supervisor (via telephone)
Marilyn Woodhull	Supervisor

Staff Members Present:

Anthony Canorro	District Manager, District Management Services, LLC
Bill Brammel	Johnson Engineering
Josh Bradley	Native Engineering

Audience Members:
Various residents

❖ **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

❖ **RESIDENT COMMENTS ON AGENDA ITEMS**

No comments were made by residents.

❖ **STAFF REPORTS**

➤ **District Engineer**

1. **Review of Wetland Maintenance Proposals**

Mr. Canorro recapped receipt of bids and revisions in bid specifications. Mr. Brewer noted that this program is a vital component of the Army Corps of Engineer's wetland permit compliance standards. The Board further discussed the economy of scale of combining services with aquatics and noted that the aquatics contract has not been re-priced in sometime.

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MOTION TO:	Accept the proposal from Clementi Environmental to conduct wetland maintenance and direct DMS to invite Ms. Clementi to March meeting
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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MOTION TO:	Direct DMS and Johnson Engineering to develop an aquatic maintenance specification and present to the Board for approval at the March meeting.
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Reid
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 5/0 - Motion Passed Unanimously

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A resident requested to speak about the Neighborhood 3 park improvement plans and suggested improving Owney Park and not the traffic triangle in Neighborhood 3 as previously discussed; Supervisor Jenkins noted the emails that he received from the community suggesting a generally split opinion on where to place improvements, what to improve, or to improve at all.

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At this time Supervisor Rein left the meeting's conference line.

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Continuing the Neighborhood 3 park discussion, Mr. Canorro suggested that a poll can be placed on the website. Mr. Canorro noted that the item will be discussed later in the agenda under general matters.

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2. Review of Neighborhood 1 Drainage Improvement Plan (Native Engineering).

Mr. Bradley briefed the Board with a presentation noting each work area in N1 utilizing Type F curb, and trench drain. Mr. Bradley noted that no Pasco County permitting will be required, but a "no fee" SWFWMD minor modification plan will need to be submitted.

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MOTION TO:	Accept Native Engineering's Neighborhood 1 Drainage Improvement Plan, utilizing Option 1 for each work area, and direct Native Engineering to prepare construction bid documents.
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Reid
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

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❖ BUSINESS ADMINISTRATION

- Consideration of the Minutes of the Board of Supervisors Meeting of January 20, 2011.

95 Supervisor pointed out that line 217, "instillation" needed to be changed to "installation". It was further
96 noted that in line 232 "pioneer square" should be capitalized.
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98	MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting
99		of January 20, 2011 as amended
100	MADE BY:	Supervisor Jenkins
101	SECONDED BY:	Supervisor Brewer
102	DISCUSSION:	None
103	RESULT:	Called to Vote: Motion PASSED
104		4/0 – Motion Passed Unanimously

105 ➤ Consideration of Operation & Maintenance Expenditures, February 2011
106 Supervisor Jenkins noted the doubling of some of the reclaim bills. The Board directed DMS to do an
107 analysis of these bills. Supervisor Jenkins also noted that the OLM fees have not dropped to renegotiated
108 rate. The Board directed DMS to research the OLM contract.
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110	MOTION TO:	Approve the Operation & Maintenance Expenditures,
111		December 2010 as presented
112	MADE BY:	Supervisor Jenkins
113	SECONDED BY:	Supervisor Woodhull
114	DISCUSSION:	None
115	RESULT:	Called to Vote: Motion PASSED
116		4/0 – Motion Passed Unanimously

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118 ➤ Consideration of Construction Requisitions, February 2011
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120	MOTION TO:	Ratification of Construction Requisitions, February 2011
121	MADE BY:	Supervisor Jenkins
122	SECONDED BY:	Supervisor Reid
123	DISCUSSION:	None
124	RESULT:	Called to Vote: Motion PASSED
125		4/0 – Motion Passed Unanimously

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127 ➤ Review of Financial Statements, Month Ending December 31, 2010
128 Supervisor Brewer noted that two checks for the same amount were out of series (5366 and 5680). Mr.
129 Canorro noted that these appeared to be DMS invoices but would investigate the check series issue.
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131 ❖ **BUSINESS ITEMS**

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133 ➤ Review of District Asset Reserve Study
134 The Board reviewed the study and had the following questions/concerns:
135 - What should the reserve balance be as of right now given Longleaf's age?
136 - Where does the \$367,000 in reserve balance come from?
137 - A need to verify costs for asphalt seal and repair given the work that is ongoing and about
138 to happen in Neighborhood 1.

- 139 - Supervisor Woodhull questioned whether the formula's used to project a 40 year life
140 expectancy on the vinyl fences were accurate.
141 - Supervisor Brewer requested that Ms. Johnson attend the next meeting to discuss a
142 potential bulk contribution to designated reserves.
143 - The Board requested that Will Simons attend the next meeting either in person or by
144 phone.

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146 ➤ Discussion of Draft Amenities Policies

147 The Board discussed numerous substantive issues with the policies as presented. The Board discussed
148 commercial/non-commercial and resident/non-resident offered activities and how each should be handled.
149 Mr. Canorro was directed to revise and post the updated copy in the shared workspace for the Board to
150 review.

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152 Mr. Canorro was directed to have Mr. Vericker forward a note regarding the public/private nature of the
153 amenity facilities as well as an employee hiring policy.
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155	MOTION TO:	Authorize DMS to enact the fee schedule for class and
156		league use on an interim 90 day basis.
157	MADE BY:	Supervisor Jenkins
158	SECONDED BY:	Supervisor Woodhull
159	DISCUSSION:	None
160	RESULT:	Called to Vote: Motion PASSED
161		4/0 – Motion Passed Unanimously

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163 Supervisor Rein rejoined the meeting via conference call. Mr. Canorro briefed her on the Motion that
164 was being discussed.
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166	MOTION TO:	Authorize DMS to post the amended interim policies on
167		the website for discussion and comment; set and advertise
168		a public hearing for April 21, 2011 meeting for further
169		discussion and comment.
170	MADE BY:	Supervisor Brewer
171	SECONDED BY:	Supervisor Woodhull
172	DISCUSSION:	None
173	RESULT:	Called to Vote: Motion PASSED
174		5/0 – Motion Passed Unanimously

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176 ➤ Discussion of Town Hall Green Reservation

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178 The Board discussed the proposed plans and expressed concern that the plan, while aesthetically pleasing,
179 may negatively affect the functionality of the green. The Board directed Mr. Canorro to provide an
180 alternative renovation plan for the Town Hall area.

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182 ➤ Website Orientation
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184 Mr. Canorro opened the site and encouraged the Board to join. He further noted the ongoing
185 modifications relating to communications.

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187 Mr. Canorro briefed the Board on Egnyte.com, the shared workspace and shared file site and noted that
188 passwords for all Supervisors would be forthcoming.

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190 ❖ **GENERAL MATTERS/OPERATIONS REPORT/SUPERVISOR REQUESTS**

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192 The Board requested an opinion poll on the website for park improvements. Supervisor Rein expressed
193 her understanding that initially these park improvement issues came about from a general desire to
194 improve the “triangle park” since it is already a gathering place for residents and their children, as well as
195 to prevent the area from being a parking lot and to enhance Doc Brittle, as the trees’ are overgrown and
196 they harbor snakes.

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MOTION TO:	Authorize an amount not to exceed \$2,000 to improve the neighborhood 3 “triangle park” with benches, trees and trash cans; and authorize an amount not to exceed \$4,000 to REMOVE palmettos and other undesirable plant material from Doc Brittle park in order to enhance play equipment utilization.
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MADE BY:	Supervisor Rein
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SECONDED BY:	Supervisor Brewer
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DISCUSSION:	None
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RESULT:	Called to Vote: Motion PASSED
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	5/0 – Motion Passed Unanimously
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Supervisor Brewer noted an issue with speeding in the alleyways; Mr. Canorro that the original plans show the appropriate speeds. Mr. Canorro informed the Board that he would review the Longleaf signage and striping plans for design speed data.

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Supervisor Brewer suggested a certificate of appreciation be given to outgoing supervisors – specifically Amanda Maucere. The Board directed DMS to create a Certificate of Appreciation.

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Supervisor Rein discussed an LNA gating policy for the alleys.

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Supervisor Jenkins requested additional or redirected light for Marsha. The Board directed DMS to accent lighting on Marsha to provide enhanced up lighting, augment if necessary.

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Supervisor Brewer reminded Mr. Canorro of the outstanding wall completion quotes. The Board directed Mr. Dooley to bring quotes to the next meeting.

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❖ **ADJOURNMENT**

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MOTION TO:	Motion to adjourn the meeting of the Board of Supervisors for February 17, 2011.
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MADE BY:	Supervisor Jenkins
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SECONDED BY:	Supervisor Woodhull
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DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously

**These minutes were done in summary format.*

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

Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed meeting held on 3/18/11.



Signature

Paul Jenkins
Printed Name

Title:
 Chairman
 Vice Chairman




Signature

Anthony M. Conrad
Printed Name

Title:
 Secretary
 Assistant Secretary

Recorded by Records Administrator



Signature
3/18/11
Date

