

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

July 21, 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, July 21, 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 July 21, 2011 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

Paul Jenkins	Chairman
Jonathan Brewer	Vice Chairman
David Reid	Supervisor
Marilyn Woodhull	Supervisor

Staff Members Present:

Anthony Canorro	District Manager, District Management Services, LLC
David Wenck	Field Manager, District Management Services, LLC
Shawndel Kaiser	Field Manager, District Management Services, LLC
Andy Tilton	Johnson Engineering, District Engineer (via phone)

Audience Present:

Carol Jenkins	Resident
Brett McCord	Present to discuss suspension of access card privileges
Ed Catanzaro	Greenergy Representative

❖ **PLEDGE OF ALLEGIANCE**

Supervisor Jenkins lead the pledge of allegiance.

❖ **STAFF REPORTS**

➤ **District Counsel**

▪ **Discussion of Foreclosure Proceedings**

Mr. Canorro noted that all affidavits have been filed relating to the Maricopa action and that Mr. Vericker will provide full updates at the August meeting.

➤ **District Engineer**

• **ADA Compliance Evaluation**

Mr. Tilton briefed the results of his inspection to include the estimated costs:

- Pool improvements

Installation would have to happen no later than March 15, 2012.

47 The District will need to install a pool lift. A mobile lift would be the most effective but Mr.
48 Tilton will continue to research what the staffing requirements are if the lift is not readily
49 available. The budget cost will be up to \$8,500.

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51 Ramps are deemed cost and operationally ineffective.

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53 - Curbing/sidewalk access

54 Mr. Tilton briefed the list of areas that are currently out of compliance with ADA and FDOT
55 standards for truncated dome tactile warning surfaces at curb ramps. The District is encouraged
56 to install these items immediately. Paver Truncated Dome is deemed acceptable, as that is what
57 is planned to be installed as part of the drainage repair project.

58
59 - Playground Surfaces

60 The sand park would not comply with accessibility requirements
61 AT to conduct further research to see if the pine bark mulch (as opposed to engineered wood
62 fiber) would meet accessibility standards
63 The Board discusses the feasibility of the pourable rubber surface material; Brett McCord notes
64 his experience with this and recommends against due to cost and maintenance concerns.

65
66 - Enforcement

67 Supervisor Jenkins questioned what entity would enforce compliance; Mr. Tilton stated that he
68 will research enforcement entity and penalties.

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70 Mr. Tilton left the meeting conference call at this time.

71
72 ➤ Project Engineer

73 Mr. Canorro noted that the schedule provided by SEG for N1; Supervisor Jenkins noted that they
74 are already behind schedule with what was posted.

75
76 Mr. Canorro stated that Native Engineering is working hard on drafting the N2 drainage repair
77 plans.

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79 ❖ **RESIDENT COMMENTS ON AGENDA ITEMS**

80 Mr. McCord voiced his displeasure with the letter he received suspending his family's amenity
81 privileges. Mr. Canorro and Supervisor Rein replied that the suspension was based on vandalism
82 that occurred between certain hours on June 29, 3011 and that the access card utilized by his son
83 matched the video surveillance that placed them as the most likely culprits of the damage.

84 Discussion ensued as to the extent of the investigation and the existence of reasonable doubt and
85 due process. Supervisor Rein noted the Board's intent to handle these types of issues in house
86 following Mr. Canorro's explanation of the investigatory limitations of management given the
87 resources available. The Board directed Management to reinstate Mr. McCord's amenity
88 privileges.

89
90 ❖ **STAFF REPORTS**

91 Mr. Wenck briefed the asset inspection report from landscaping through ponds and facilities.
92 Recent improvements including the painting of all mailbox kiosks, the town hall, and the

93 bathrooms were noted as well as the Doc Brittle landscape improvements. Ms. Jenkins noted
94 that these types of improvements are better executed when children are in school.
95 Supervisor Jenkins supplied A&B Contracting as a potential vendor for the re-staining of the
96 town hall floor.

97

98 Mr. Canorro briefed the events and the associated check register.

99

100 Mr. Wenck proposed installing a vending machine. The Board voiced its desire to have healthy
101 snacks and water included.

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MOTION TO: Authorize the installation of a vending machine at the
town hall on a trial basis.

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MADE BY: Supervisor Jenkins

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SECONDED BY: Supervisor Woodhull

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DISCUSSION: None

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RESULT: Called to Vote: Motion PASSED

108

4/0 – Motion Passed Unanimously

109

110 Supervisor Jenkins and the Board discussed Mr. Kaiser's desire to have new rocking chairs and
111 discuss black vs. white rocking chairs as well as new ceiling fans and a bistro style bar.

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MOTION TO: Approve the purchase of four (4) white rocking
chairs.

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MADE BY: Supervisor Jenkins

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SECONDED BY: Supervisor Reid

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DISCUSSION: None

117

RESULT: Called to Vote: Motion PASSED

118

4/0 – Motion Passed Unanimously

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❖ BUSINESS ITEMS

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➤ Greenergy HVAC Renovation Proposal

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122 Mr. Catanzaro briefed his findings from assessing the Town Hall's energy usage and HVAC
123 efficiency. A replacement of the existing system and installation of a 26 seer mini-split unit was
124 proposed. Mr. Catanzaro was directed to investigate current bathroom ventilation and HVAC
125 needs. Mr. Jenkins requested that Greenergy provide a proposal to install LED lighting.

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MOTION TO: Approve the \$3200 option for Greenergy to install a
new AC unit and 26 Seer mini split AC unit to
service the townhall.

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MADE BY: Supervisor Reid

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SECONDED BY: Supervisor Jenkins

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DISCUSSION: None

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RESULT: Called to Vote: Motion PASSED

133

4/0 – Motion Passed Unanimously

134 ➤ Consideration of Commercial Door International Town Hall Door Proposal
135 The Board discussed impact vs. tempered glass and the associated durability. The Board
136 discussd the need to be able to manually open/unlock the doors for functions. Supervisor Rein
137 asserted the need for bisque colored (or off white) blinds.
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139	MOTION TO:	Approve the CDI proposal not to exceed \$11,250 to
140		replace the town hall doors, utilizing the tempered
141		and tinted glass, applied muttins, electronic strike on
142		all doors, electronic panic bar, and bisque colored
143		blinds installed.
144	MADE BY:	Supervisor Jenkins
145	SECONDED BY:	Supervisor Woodhull
146	DISCUSSION:	None
147	RESULT:	Called to Vote: Motion PASSED
148		4/0 – Motion Passed Unanimously

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150 The Board directed Mr. Canorro and Mr. Wenck to coordinate execution of proposal.
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152 ➤ Consideration of Surveillance Camera Expansion
153 The Board tabled the item due to cost and questionable necessity.
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155 ❖ **BUSINESS ADMINISTRATION**

156 ➤ Consideration of the June 16, 2011 Board of Supervisors Meeting minutes.
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158	MOTION TO:	Approve the Minutes of the Board of Supervisors
159		Meeting of June 16, 2011 as presented.
160	MADE BY:	Supervisor Jenkins
161	SECONDED BY:	Supervisor Reid
162	DISCUSSION:	None
163	RESULT:	Called to Vote: Motion PASSED
164		4/0 – Motion Passed Unanimously

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166 ➤ Consideration of Operation & Maintenance Expenditures, July 2011
167 Supervisor Rein voiced concern that Mt. Dora continues to be missed for street tree mulching.
168 The Board directed Management to contact Valley Crest immediately to ensure the street tree
169 mulching is being done in this area and all areas.
170

171 Supervisor Jenkins requested that mulch quantities and unit pricing be displayed on invoice.
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173 The Board requested that all declining American flags be replaced. At this point Mr. Kaiser
174 arrived at the meeting and informed the Board that would be done as soon as possible.
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MOTION TO:	Approve the Operation & Maintenance Expenditures, July 2011 as presented.
MADE BY:	Supervisor Rein
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None
RESULT:	Called to Vote: Motion PASSED 4/0 – Motion Passed Unanimously

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➤ Financial Statements, month ending May 31, 2011.

The Board discussed current planned and upcoming capital improvements and contemplates bringing a balance forward from undesignated reserves to fund additional capital improvements for Fiscal Year 2012. The capital improvements that the Board needs for August are:

- Replacement of the play surface with pourable rubber and new structures at the sand park (budget \$50,000.00).
- Construction of a basic bathroom and storage facility near the tennis courts with drinking fountain (budget \$30,000.00).
- Utilization or retrofit of the Townhall attic to facilitate storage (no budget number).

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❖ GENERAL MATTERS OF THE DISTRICT

The Board noted that they would like to agenda parking on the ball field in the next meeting.

Algae blooms were noted in ponds. Irrigation, Arbor Care, and Mulching issues were also noted. Carol Jenkins noted that mold/funk is falling from the town hall ladies room ceiling fan and needs to be cleaned.

Mr. Canorro and Mr. Wenck to discuss the pool cycle times with pool time to ensure pumps are running efficiently

Create storage in the N1 kiosk by changing the mailboxes from rear load to front load.

The Board directed Management to get holiday lighting vendor costs.

❖ ADJOURNMENT

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MOTION TO:	Motion to adjourn the meeting of the Board of Supervisors for July 21, 2011.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Woodhull
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0 - Motion Passed Unanimously

218 *These minutes were done in summary format.

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

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224 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
225 noticed meeting held on 8/18/11.

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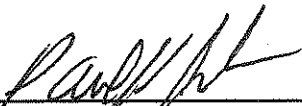
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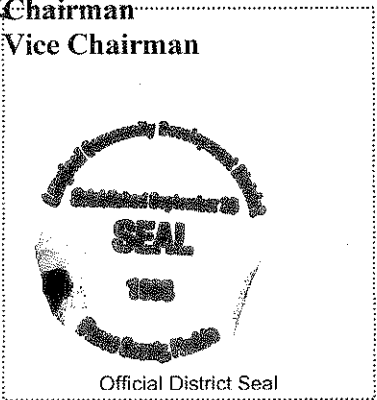
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Signature 

Printed Name Paul Jenkins

Title:

- Chairman
 Vice Chairman



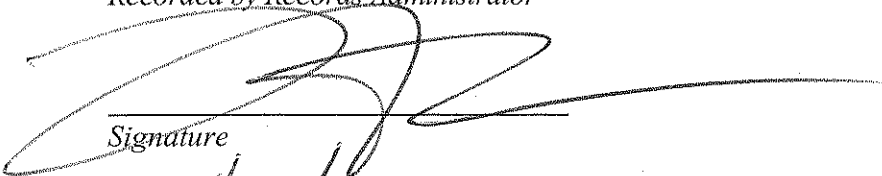
Signature 

Printed Name Brian Lamb

Title:

- Secretary
 Assistant Secretary

Recorded by Records Administrator

Signature 

Date 8/22/11