

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS
AUDIT COMMITTEE & REGULAR MEETING
NOVEMBER 28, 2017**

LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT AGENDA
NOVEMBER 28, 2017 at 6:30 p.m.

The Longleaf Town Hall located at 3141 Deland Street, New Port Richey, Florida 34655

District Board of Supervisors	Chairman Vice Chairman Supervisor Supervisor Supervisor	Michael Drapkin Robert Hideck Robert Faiella Karl Mager W. Elizabeth Blair
District Manager	Meritus	Brian Lamb Brian Howell
Resident Services Coordinator	Meritus	Cindy Hesselbirg
District Attorney	Straley Robin Vericker	John Vericker
District Engineer	Johnson Engineering	Phil Chang

All cellular phones and pagers must be turned off while in the meeting room

The meeting will begin at **6:30 p.m.** Following the **Call to Order**, the public has the opportunity to comment on posted agenda items. The Board is not required to take action at this time, but will consider the comments presented as the agenda progresses. Following public comment, the meeting will proceed with **Audit Committee Meeting**. The next section is the **Vendor and Staff Reports**. This section will allow Vendors and District Engineer and Attorney to update Board on work and to present proposals. The sixth section is called **Business Items**. This section contains items for approval by the District Board of Supervisors that may require discussion, motions, and votes on an item-by-item basis. The seventh section is called **Consent Agenda**. The Consent Agenda section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The eighth section will be **Management Reports**. This section allows the District Manager and Staff to update the Board of Supervisors on any pending issues that are being researched for Board action. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. In the event of a Public Hearing, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion, and vote.

The ninth section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet the District's needs. The final section is called **Audience Questions, Comments and Discussion Forum**. This portion of the agenda is where individuals may comment on matters that concern the District. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 397-5120, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

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

Agendas can be reviewed by contacting the Manager's office at (813) 397-5120 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting.

November 28, 2017

Board of Supervisors
Longleaf Community Development District

Dear Board Members,

The Audit Committee & Regular Meeting of the Board of Supervisors of the Longleaf Community Development District will be held on **Tuesday, November 28, 2017 at 6:30 p.m.** at the Longleaf Town Hall located at 3141 Deland Street, New Port Richey, Florida 34655. Included below is the agenda.

- 1. PLEDGE OF ALLEGIANCE**
- 2. CALL TO ORDER**
- 3. AUDIENCE QUESTION AND COMMENT ON AGENDA ITEMS**
- 4. AUDIT COMMITTEE MEETING**
 - A. Open the Audit Committee Meeting
 - B. Evaluate and Rank the Audit Proposals
 - i. *McDermitt -Davis*..... Tab 01
 - ii. *Grau & Associates*..... Tab 02
 - iii. *Carr, Riggs & Ingram*..... Tab 03
 - C. Finalize the Ranking and Consideration of Audit Committee Recommendation
 - D. Close the Audit Committee Meeting
- 5. VENDOR/STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer..... Tab 04
- 6. BUSINESS ITEMS**
 - A. Consideration of Audit Committee Recommendations and Evaluation
 - B. Discussion on Town Hall Policy..... Tab 05
 - C. Discussion on Community Playground Tab 06
 - D. General Matters of the District
- 7. CONSENT AGENDA**
 - A. Consideration of Minutes of the Board of Supervisors Meeting October 24, 2017..... Tab 07
 - B. Consideration of Operations and Maintenance Expenditures October 2017 Tab 08
 - C. Review of Financial Statements Period Ending October 31, 2017 Tab 09
- 8. MANAGEMENT REPORT**
 - A. Staff Task Lists Tab 10
 - B. District Manager Tab 11
 - i. Discussion on Town Hall Staffing
 - ii. Discussion on Wetland Mitigation Proposal
 - iii. Aquatics Report
 - C. On-Site Property Manager Tab 12
 - i. Discussion on Clubhouse Storage
 - ii. Discussion on Community Street Cleaning
 - iii. Discussion on 24 Hr. Mailbox Key Services
 - iv. Community Inspection Reports & Maintenance Schedule
 - v. Community Calendar of Events
- 9. SUPERVISOR REQUESTS**
- 10. AUDIENCE QUESTIONS, COMMENTS AND DISCUSSION FORUM**
- 11. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 397-5120.

Sincerely,

Brian Howell
Meritus