

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the 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.

**MINUTES OF MEETING
LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Longleaf Community Development District was held on **Thursday, January 17, 2008 at 6:30 p.m.** at the Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida 34655.

Present and constituting a quorum were:

Pat Ballard	Board Supervisor, Chairman
Kimberly Locher	Board Supervisor, Vice Chairman
Gary Davis	Board Supervisor, Assistant Secretary
Paul Jenkins	Board Supervisor, Assistant Secretary
Frank Starkey	Board Supervisor, Assistant Secretary

Also present were:

Scott Brizendine	District Manager, Rizzetta & Company, Inc.
Greg Woodcock	District Engineer, TBE Group
Mark Straley	District Counsel, Straley & Robin <i>(joined the meeting in progress)</i>
Scott Murphy	Field Manager
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Brizendine called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

**Consideration of Minutes of the
Board of Supervisors Meeting on
December 13, 2007**

Mr. Brizendine stated that the next item on the agenda was the consideration of minutes of the Board of Supervisors meeting on December 13, 2007. He asked if there were any questions. A grammatical error was noted on page 2, fifth order of business, regarding N1, N2 and N3.

(Mr. Straley joined the meeting in progress.)

Mr. Brizendine asked for a motion to approve as amended.

On a Motion by Mr. Starkey, seconded by Ms. Locher, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on December 13, 2007 as amended for Longleaf Community Development District.

THIRD ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for January**

Mr. Brizendine stated that the next item on the agenda was the consideration of operation and maintenance expenditures for January. He reviewed the expenditures for the Board and asked if there were any questions. A brief discussion ensued. It was stated that a reimbursement needs to be made to the District from AES in the amount of \$187.50; and from Himes Electric in the amount of \$179.44 as the GFI should have been covered under warranty. Further discussion ensued. Ms. Ballard recommended that the field manager review any necessary expenditures for various projects within the District prior to final approval. Mr. Brizendine asked for a motion to approve.

On a Motion by Mr. Starkey, seconded by Ms. Ballard, with all in favor, the Board of Supervisors approved the Operation and Maintenance expenditures for January; and authorized the District Manager to forward copies of any expenditures pertaining to various projects within the District as necessary to the Field Manager prior to final approval for Longleaf Community Development District.

FOURTH ORDER OF BUSINESS

Old Business

Mr. Brizendine stated that the next item on the agenda was the discussion on an event planner. He stated that he received proposals from the following: Amenity Services Group (ASG) in the amount of \$21,105, WTS International, Inc. in the amount of \$19,200 and a individual in the amount of \$35 per hour from home and \$55 per hour for time spent at the Town Hall as deemed. Mr. Brizendine summarized the proposals for the Board and stated that he asked ASG to revise their proposal to include a part time maintenance employee that would be responsible for cleaning the bathrooms and providing supplies, and to clean the pool. He stated that the revised proposed amount is \$31,980, and after removing previously budgeted line items, Mr. Brizendine stated that the extra expense to the District would be \$302. A lengthy discussion ensued. The Board agreed to table any action on the proposals until the end of the meeting when all other business was finished.

Mr. Brizendine stated that the next item on the agenda was the update on sod removal and a revised cost estimate from David Nelson Construction. Mr. Woodcock presented change order #1 for the N1 and N2 improvements. A discussion ensued regarding the various additions and improvements. Mr. Woodcock explained that the original contract amount was approximately \$1,117,037 and the requested changes are approximately an additional \$112,417, totaling a new contract amount of \$1,229,454. He asked if there were any questions. Hearing none, Mr. Starkey made a motion to approve the change order.

On a Motion by Mr. Starkey, seconded by Ms. Ballard, with all in favor, the Board of Supervisors approved Change Order #1 as presented for N1 and N2 Improvements for Longleaf Community Development District.

Mr. Brizendine stated that the next item on the agenda was an update from Coverall Cleaning Concepts for pricing. He stated that an emergency cleaning after hours would cost \$185, and it would be \$40 per additional weekly cleaning on a regular basis. A brief discussion ensued.

Mr. Brizendine stated that the next item on the agenda was the update on the Field Manager's checklist. It was stated that the log should only list items that are pending maintenance items, any tasks that are completed should not be included on the list. A discussion ensued. Mr. Jenkins requested that the log be included in the monthly agendas and updated on the website. Mr. Starkey made a motion to approve.

On a Motion by Mr. Starkey, seconded by Mr. Davis, with all in favor, the Board of Supervisors authorized the Field Manager to maintain a maintenance log containing all current and pending maintenance items which will be included in the monthly agendas and updated on the District website for Longleaf Community Development District.

A discussion ensued regarding replacing the Town Hall doors. The Board requested that the Field Manager obtain pricing for replacement doors and labor, etc. and present it to the Board at the next meeting.

Mr. Brizendine stated that the next item on the agenda was an update on the solar powered timer. He explained to the Board that ValleyCrest had originally sold the timer to Crosland because electricity was not available in that specific location. Mr. Brizendine recommended that ValleyCrest work with the manufacturer regarding any operational issues that are occurring. The Board agreed not to accept the previously received proposal from ValleyCrest for the electrical timer.

Mr. Brizendine stated that the next item on the agenda was the consideration of Series 2006 Construction Requisition #26. He stated that it was payable to TBE Group in the amount of \$16,890.84. A brief discussion ensued. Ms. Locher made a motion to approve.

On a Motion by Ms. Locher, seconded by Ms. Ballard, with all in favor, the Board of Supervisors approved Series 2006 Construction Requisition #26 as discussed for Longleaf Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Straley discussed the Sunshine Law in great detail with the Board explaining its importance. He stated that it applies to the Board of Supervisors and any Committees of the District that are created by the Board of Supervisors.

B. District Engineer

Mr. Woodcock gave an update on the status of the David Nelson Construction (“DNC”) contract. He stated that a representative from DNC was supposed to be in attendance at this meeting, however he had to cancel. Mr. Woodcock stated that he’d be in contact with them and follow up with the Board.

A discussion ensued regarding the traffic plan and how it will be communicated to the residents. Mr. Brizendine stated that a notice will be posted at the kiosk, mailed out to each resident, will be emailed out to the community and possibly be taken door to door.

A brief discussion ensued regarding the storage location for the upcoming construction. Mr. Starkey recommended storing the equipment and supplies, etc. closer to down town. The Board and Mr. Woodcock agreed. Mr. Woodcock stated that he would contact David Nelson Construction to relay the message.

A discussion ensued regarding the establishment of a Committee to review and approve the traffic and maintenance plan. The Board authorized the Road Committee to review and approve the traffic and maintenance plan. Mr. Starkey made a motion to approve.

On a Motion by Mr. Starkey, seconded by Mr. Davis, with all in favor, the Board of Supervisors authorized the Road Committee to review and approve the traffic and maintenance plan for Longleaf Community Development District.

Mr. Brizendine stated that he has the WDG Construction contract and that he has received the first change order for signature. Mr. Woodcock stated that the original contract didn’t include the performance bond as required. A brief discussion ensued regarding the start date. Mr. Davis made a motion to approve.

On a Motion by Mr. Davis, seconded by Mr. Starkey, with all in favor, the Board of Supervisors approved Change Order #1 payable to WDG Construction \$1,535.36 to purchase a performance bond as discussed for Longleaf Community Development District.

C. Field Manager

Mr. Murphy gave a brief update on various items. A brief discussion ensued.

D. District Manager

Mr. Brizendine stated that regarding the bathroom and maintenance facility proposals, two of the three contractors could not provide proposals in time for today’s meeting, therefore he gave them an extension until February 15th for consideration at the next meeting. Mr. Brizendine stated that he requested David Nelson Construction also provide a proposal for the civil engineering and site work.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Pool Shade Structures

Mr. Brizendine stated that the next item on the agenda was the consideration of proposals for the pool shade structures. He stated that he had contacted three companies and that two of them use the same distributor. Mr. Brizendine presented the proposals to the Board and further discussion ensued. Mr. Starkey stated that he would follow up with the proposals and report back to the Board at the next meeting.

The Board continued the discussion that was previously tabled regarding the Town Hall rentals and the need for a part time maintenance employee and what their responsibilities would entail. The Board requested that the Field Manager keep a finely detailed log of his tasks for the next three weeks and to determine if an additional part time employee is needed, and to follow up with the Board at the next meeting. The Board requested that Roy Deary from ASG attend the next meeting to further discuss their proposal. Mr. Starkey made a motion to approve.

On a Motion by Mr. Starkey, seconded by Ms. Locher, with all in favor, the Board of Supervisors requested that the Field Manager keep a finely detailed log of his tasks for the next three weeks and to follow up with the Board at the next meeting for Longleaf Community Development District.

The Board agreed to not accept any further rentals for the Town Hall until further notice with the exception of the ones that are already scheduled and approved.

SEVENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Mr. Brizendine stated that the next item on the agenda was Supervisor requests and audience comments. He asked if there were any Supervisor requests. Mr. Brizendine stated that he spoke with a representative from Progress Energy and requested a proposal for the missing street lights between N2 and N3. Mr. Jenkins requested that the updated capital project status log be included with the agendas. A discussion ensued regarding the financials that are available on the website.

Audience comments were entertained however, no Board action was taken.

EIGHTH ORDER OF BUSINESS

Adjournment

Mr. Brizendine stated that there were no other business items to come before the Board and asked for a motion to adjourn the meeting.

On a Motion by Ms. Locher, seconded by Mr. Davis, with all in favor, the Board of Supervisors adjourned the meeting at 9:30 p.m. for Longleaf Community Development District.

Secretary /Assistant Secretary

Chairman / Vice Chairman

DRAFT