

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

April 15, 2010 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, April 15, 2010 at 6:30 p.m. at Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida 34655.

1. CALL TO ORDER/ROLL CALL

Ms. Johnson called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on April 15, 2010 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
Amanda Maucere	Supervisor

Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Patrick Dooley	Community Manager
Steve Shaw	District Engineer, Johnson Engineering
Bill Brammell	District Engineer, Johnson Engineering

Audience Members:

Residents

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. RESIDENT COMMENTS ON AGENDA ITEMS:

No comments at this time.

4. STAFF REPORTS:

A. District Counsel

1. Update on Collections and Developer Foreclosure Proceedings

Mr. Altman informed the Board that Mr. Vericker has gotten the foreclosure filing underway. Mr. Altman also stated the developer's don't know if the banks will provide them with the ability to pay their assessments. Mr. Altman stated he is not expecting any news on a payment to be forthcoming. It was question if the District has received the title report. Mr. Altman responded no. Mr. Altman will be responsible for requesting a copy of the title report for the Board's review. Mr. Altman stated the legal services are being born by the funds in the debt services reserve fund.

2. Ratification of Land Transfer

The Board reviewed the memo from Anthony Canorro regarding "Ratification of Crosland Land Transfer" and the Quit Claim Deed. Management has placed the Quit Claim Deed prepared by Crosland Longleaf, LLC for Board consideration and ratification. The QCD will transfer ownership of the lands from Crosland to Longleaf CDD. The QCD was previously recorded at the Pasco County Clerk on

51 March 16, 2010. Management recommends ratification of the Quit Claim Deed. Discussion ensued
52 regarding the terms/parameters of the Quit Claim Deed.
53

54	MOTION TO:	Ratify the Quit Claim Deed with the stipulation there is no
55		further consideration over and above the \$10 offered for
56		the parcels.
57	MADE BY:	Supervisor Brewer
58	SECONDED BY:	Supervisor Maucere
59	DISCUSSION:	See below
60	RESULT:	Called to Vote: Motion PASSED
61		5/0 - Motion Passed Unanimously (0:10:38)

62
63 B. District Engineer

64 I. Update on Road Project (Tab 2)

65 i. Review of Johnson Engineering Road Repair Plans (Tab 2i)

66 The Board reviewed the memo from Anthony Canorro regarding "Update on Road Project." Johnson
67 Engineering has provided the plans located behind Tab 2i for distribution to contractors in order to
68 provide workouts and competitive bids. Management has scheduled multiple meetings with the site
69 development contractors to take place over the next ten days to orient them to the challenges and
70 requirements of this project. One of the bids has been received back from Schaer Development of Central
71 Florida with a preliminary estimate of approximately \$113,000 to \$114,000. It was clarified that the
72 \$72,924.60 is to do the corrections of the initial 14 identified sites; the additional \$37,363.50 is for
73 corrections identified by other parties (District Engineer, etc.) at a total of \$115,000. The additional
74 \$75,000 was determined by Johnson Engineering for clearing and grubbing, performance turf (sod),
75 erosion control, bonds and insurance, construction staking, construction photographs, record drawings,
76 construction testing and construction administration and certifications. It was clarified that other bids will
77 be obtained. It was requested to add another column with total per area to the preliminary bid estimate
78 sheet. It was clarified there are some design cost TB & E would have to incur such as the \$42,000 for
79 construction administration and certifications. Discussion ensued regarding the bid submitted by Schaer
80 Development, TB & E's obligations to the District and the timeline for completion of the project.

81
82 It was questioned how much does the District have left in the account. Mr. Altman responded \$277,363
83 in the capital project fund but there are still some capital improvement accounts that have not been paid
84 (the disputed bill) and that would bring the capital project fund down to approximately \$236,000. It was
85 recommended to try to get negotiations set up with TB & E by next week or the week after. Discussion
86 ensued on how to proceed with the road repair plans. Mr. Altman will be responsible for coordinating a
87 meeting with TB & E for the week of April 26th, 2010.
88

89 Mr. Brammell updated the Board regarding the Army Corps permit and stated he has submitted
90 information to the Army Corps then called to follow up and they are processing the information. Mr.
91 Brammell stated he would continue to follow up with the Army Corp. It was clarified that TB & E made
92 the recommendation to Rizetta to get the permit transferred from Longleaf Development Company to the
93 CDD without taking into account the parcels owned by Crosland and JB Starkey, so we (the District)
94 ended up getting the whole permit. It was discussed to try and correct the mistake but it would not be
95 beneficial to the District because eventually the District will take over responsibility for the maintenance
96 of the parcels. It is recommended to accept the permit as it is and get a letter of understanding between
97 JB Starkey and the CDD, stating the CDD is allowed to maintain the property and the wetlands that still
98 belong to Crosland because it really is a part of the District's permit. Discussion ensued regarding the
99 necessity of the letter to JB Starkey.

100 **5. BUSINESS ADMINISTRATION:**

101 A. Consideration of the Minutes of the Board of Supervisors Meeting on March 18, 2010
102 (Tab 3)

103 Corrections made to the minutes are as follows: Deleted line 82 through 85 to read Mr. Shaw has
104 submitted everything to the Army Corps of Engineers. Changed line 92 to read JB Starkey instead of
105 Frank Starkey. Deleted line 109 through 111. Changed line 118 to read Ms. Rein not Mr. Rein. Changed
106 line 133 MOTION to read 5/0 instead of 4/0. Mr. Brewer requested meeting tapes for September and
107 October 2008 meeting minutes. Mr. Altman will be responsible for forward the meeting tapes for
108 September and October 2008 meeting minutes. Changed line 255 to read March 18, 2010 instead of
109 February 18, 2010.
110

111	MOTION TO:	Approve Minutes of the Board of Supervisors Meeting on
112		March 18, 2010.
113	MADE BY:	Supervisor Jenkins
114	SECONDED BY:	Supervisor Maucere
115	DISCUSSION:	See below
116	RESULT:	Called to Vote: Motion PASSED
117		5/0 - Motion Passed Unanimously (0:49:25)

118
119 B. Consideration of Operation & Maintenance Expenditures April 2010 (Tab 4)

120 The Board in discussing the operations and maintenance expenditures focused on the Envera invoices and
121 was informed that Envera is now fully operational and billing the District. Pat Dooley will be responsible
122 for requesting reports on the voice down system from Envera. Further discussion ensued regarding the
123 after hours activities at the pool. It was requested to put a notice on the community website stating the
124 security system is now fully functional and the security company has been instructed to inform violators
125 after closing hours that do not leave after the second warning that the police will be called.
126

127 It was questioned why the District has three phones. Mr. Altman will be responsible for investigating the
128 telephone service and third line for the District. The expenditure to Amanda Maucere was questioned.
129 Mr. Altman will be responsible for investigating what transpired with respect to the payment to Amanda
130 Maucere.
131

132 Discussion ensued regarding the payment to Nanak's for sprinkler repair. It was requested not to see
133 anymore invoices from Nanak's pertaining to sprinkler repair unless they had a legitimate reason.
134

135	MOTION TO:	Approve Minutes of the Board of Supervisors Meeting on
136		March 18, 2010.
137	MADE BY:	Supervisor Brewer
138	SECONDED BY:	Supervisor Jenkins
139	DISCUSSION:	See below
140	RESULT:	Called to Vote: Motion PASSED
141		5/0 - Motion Passed Unanimously (1:04:29)

142
143 C. Consideration of Construction Requisitions (Tab 5)
144 No construction requisitions were paid.
145

146 **6. BUSINESS ITEMS:**

147 A. Discussion of Tree Relocation (Tab 6)

148 The Board reviewed the memo from Anthony Canorro regarding the "Discussion of District-Owned Oak
149 Trees." As per the Board's request, Management has contacted multiple landscaping firms in an attempt
150 to sell the oak and cypress trees currently stored on the Starkey land. The response has been
151 overwhelmingly lukewarm. Most of the major landscape vendors have oaks of their own of that size that
152 they are currently unable to sell in today's market. However, Management will continue to market the
153 trees either directly to nurseries and installation vendors or as part of a trade for smaller oaks. Discussion
154 ensued regarding selling the oaks. It was concluded that Management will continue to try and sell the oak
155 trees and Mr. Altman will be responsible for ensuring the tree relocation item is put back on the agenda
156 for the next Board meeting. Further discussion ensued regarding the tree relocation. It was concluded
157 with the exception of Mr. Reid to put 2 trees in the new island park location and put five trees in the
158 median. Mr. Altman and Mr. Dooley will be responsible for coordinating the relocation of the trees in the
159 designated areas.

160
161 B. Update on Marsha Entry Wall Coordination

162 It was noted that Mr. Canorro has forwarded the plans, letters and permits to Dean Barbary. Mr. Altman
163 clarified that he had a phone conversation with Kim and Mr. Barbary. Mr. Altman stated the assertion
164 that Mr. Barbary is making is that the documents that were forwarded referenced the Doc Brittle project
165 and not the Marsha Wall. Mr. Altman will be responsible for contacting Mr. ____ to set up a meeting with
166 Dean Barbary to discuss the Marsha Entry Wall.

167
168 C. Update on Subsidized Employee Augmentation and Work Program

169 Mr. Dooley updated the Board regarding the subsidized employee and stated he has hired someone for the
170 position and they will begin work on the fence, the bike path and staining the bridge. Mr. Altman will be
171 responsible for updating the Board on a going forward basis regarding the work assignments for the
172 subsidized employee for the Board's review. Mr. Altman stated there were several residents interested in
173 the Recreation position but did not qualify due to the income restrictions but Management has received
174 another 200 resumes for the position and Mr. Altman is optimistic he will be introducing this person at
175 the next Board meeting.

176
177 D. General Matters of the District

178
179 **7. STAFF REPORTS:**

180 A. District Manager

181 1. Financial Statement, Period Ending January 31, 2009 (Tab 8)

182 The Board reviewed the financial statements for the period ending January 31, 2010. It was clarified that
183 Leah Johnson will be attending the next Board meeting to report on the budgeting process. Mr. Altman
184 updated the Board stated the Management is working on the cash projections and the budget projections
185 for the current year and they will be presented at the next Board meeting; at that time dates will be
186 identified for the budget workshop/public hearing.

187
188 The Board reviewed the Manager's Report. Ms. Rein questioned the installation of the parking curb stops
189 at the baseball field and noted the District decided to put this issue off. Mr. Altman clarified this issue has
190 been put off. It was noted that Pat Dooley has obtained his Certified Pool Operator's License this will
191 allow for Mr. Dooley test the pool chemicals and pool temperature twice daily, post that information on a
192 white board for all residents to see, and manipulate the chemicals distribution and temperature as
193 necessary.

194
195 2. Operations Report (Tab 9)

196 a. OLM Inspection Report (Tab 9i)

197 **8. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS:**

198 A. Communications

199 It was questioned how often the bathrooms get clean. It was clarified they get cleaned on Tuesdays and
200 Thursdays. It was recommended to clean them on Monday, Wednesday and Friday due to more frequent
201 use during the summertime.

202
203 It was questioned if golf carts are allowed to be driven on the sidewalk. It was clarified no golf carts are
204 not allowed to be driven on the sidewalks.

205
206 It was questioned the issue of people parking on the CDD grass. Management will be responsible for
207 issuing a 30 day notice informing residents not to park on the CDD grass.

208
209 Ms. Rein questioned if Mr. Altman found out anything regarding the seat election for Supervisor Reid.
210 Mr. Altman will be responsible for forwarding an e-mail to the Board regarding the seat elections.

211
212 Ms. Rein requested to put speeding on the agenda again and recommending entertaining putting a line
213 down the center of the median. Mr. Altman will be responsible for finding out if a 22' wide street can
214 have a single or double yellow line and investigating the possibility of an elevated brick walkway. Mr.
215 Altman will be responsible for ensuring that speeding is put back on the agenda. Note to Nadine to
216 include an extra action item sheet to the manager's worksheet.

217
218 Mr. Altman addressed the polling locations. It was requested if the residents could vote at Town Hall
219 center. Mr. Altman will be responsible for investigating if residents can vote at Town Hall Center.
220 Discussion ensued regarding polling locations.

221

222

MOTION TO:	Approve the polling agreement
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Maucere
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously (1:48:18)

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9. ADJOURNMENT:

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MOTION TO:	Motion to adjourn the meeting of the Board of Supervisors for February 18, 2010.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Mauere
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED
	5/0 - Motion Passed Unanimously (1:48:44)

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238 *These minutes were done in summary format.


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

242
243 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed
244 meeting held on _____.

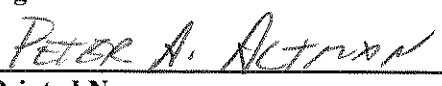
245
246 
247 _____
248 Signature

249
250 
251 _____
252 Printed Name

253 Title:
254 Chairman
255 Vice Chairman



Signature



Printed Name

Title:
 Secretary
 Assistant Secretary

256
257
258 Recorded by Records Administrator

259
260
261 _____
262 Signature

263
264 _____
265 Date

