

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

April 16, 2009 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 16, 2009 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

Mr. Huber called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on Thursday, April 16, 2009 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
Tom Archbold	Supervisor

Staff Members Present:

Matt Huber	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin, P.A.
Larry Fluty	District Engineer, TBE Group
Greg Woodcock	District Engineer, TBE Group

Audience Members Present:

Frank Starkey	Longleaf Development Company
Bruce Belcher	Vila & Sons
Anthony Canorro	New Assistant District Manager, District Management Services, LLC
Residents	

2. BUSINESS ITEMS

- A. Old Business
 - 1. Discussion on Road Project

It was stated that Nelson has submitted their final waivers. The statement of completion, borings and testing's that have occurred have been submitted to the County. At this point written approval is expected in the next week or so. Mr. Jenkins requested that TBE Group provide a statement that Nelson has completed their contract under supervision by TBE Group, so that they can approve final payment to Nelson. A discussion ensued.

MOTION TO:	Approve payment pending the Chairman's final approval of the language, documentation and final requirements as requested to close the project out.
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Reid
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Fluty updated the Board on the activity of the survey work. He said that in roughly a month he would receive the drawings. A discussion ensued regarding the work and costs. It was determined that this work would be completed for a flat fee of \$15,000 as quoted by TBE Group.

Mr. Jenkins asked what is anticipated for billings for other projects by TBE Group for the upcoming month. Mr. Woodcock stated that there would be a couple of hours for work on the wetland rehydration and language on the conservation easements that were submitted to SWFWMD. Mr. Woodcock stated that he did submit the certifications for the operations and maintenance for Phase 3 and they are waiting on some GeoWeb repairs that have been done. Mr. Jenkins requested that if any additional issues pop up before work is completed that Mr. Fluty email him with an estimated cost so that he may approve it and determine if it should come before the whole Board. Mr. Woodcock requested that Mr. Starkey provide the application and the language of the easement that Longleaf Development Company completed so that he could submit it with the final paperwork to the Army Corps of Engineers.

Ms. Rein stated that she would like to revisit the issue with the driveway of Chris Belembaum. She stated that Ms. Belembaum was upset about the communication that she received and requested additional follow up from TBE.

Mr. Fluty asked if once the roadway work is complete if only Mr. Woodcock would be needed at the meetings. It was agreed that Mr. Fluty's attendance at the meetings would not be needed once the repairs are contracted.

There was a discussion regarding the drainage of the tennis courts and Mr. Woodcock requested that he be able to meet someone on site while it is raining so that he could see the flow of the water to determine how the drainage needs to be adjusted.

The entry wall was discussed with regards to what was permitted and what was actually constructed by Crosland. A discussion ensued. It was determined that Mr. Brewer would communicate with Crosland to see if they would make up the deficiency.

MOTION TO:	Pursue the wall issue by contacting Crosland to make up the deficiency and that the engineers are not being asked to do anymore work.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Reid
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

B. New Business

1. Presentation by Frank Starkey

Mr. Starkey addressed the Board and advised them of the plans for downtown Longleaf. He reviewed the original plan, the current activity and the future plans. A discussion ensued.

MOTION TO:	Accept the installation of shell and tree planter beds.
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Rein
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Starkey reviewed the plans of the entrance sign with the Board. A discussion ensued.

MOTION TO:	Approve a monument sign in the location as presented and the lighting as presented subject to final approval of the plans.
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Brewer
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Starkey stated that the design would also be subject to the Architectural Review Committee.

Mr. Starkey stated that he would be looking into options to improve the landscaping in the area around the shops.

Ms. Rein stated that there was a resident present requesting the approval of a triathlon. A discussion ensued.

MOTION TO:	Approve the Triathlon as presented.
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Archbold
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Belcher of Villa & Sons addressed the Board and reviewed the status of the purchase of his firm Scapes by Villa & Son and the status of the transition. A discussion ensued. It was requested that the firm works with the community to establish plans detailing the community's irrigation system. Mr. Jenkins said that Interflow had prepared as-builds for a fee and requested that staff and Villa & Sons work to obtain them. Mr. Canorro stated that he had already begun working on asset maps for the community. Ms. Rein requested a schedule of the tree trimming. The discussion regarding community landscaping continued.

3. BUSINESS ADMINISTRATION

- A. Consideration of the Minutes of the Board of Supervisors Meetings held on March 5, 7 and 19, 2009 (Tab 1)

Mr. Huber reviewed the minutes and asked if there were any corrections. Mr. Archbold noted on page 2 of the March 5th minutes, the fourth sentence in the top paragraph is redundant of the third sentence and should be removed.

MOTION TO:	Approve the Minutes of the Board of Supervisors Meeting held on March 5 (as amended), March 7 and March 19, 2009.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Reid
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

- B. Consideration of Operations and Maintenance Expenditures for April, 2009 (Tab 2)

Mr. Huber presented the expenditures and asked for questions. Ms. Rein requested an explanation of invoice for the pool supplies as it is her understanding that they were included in the Amenity Group Services, Inc. contract. Mr. Jenkins questioned the Cintas invoices and the need to have the mats delivered. Mr. Canorro agreed that he could work on purchasing mats for the District and dissolving the contract with Cintas.

MOTION TO:	Cancel the Cintas contract.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Reid
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

MOTION TO:	Approve the Operations and Maintenance Expenditures for April, 2009 (with a credit from Amenity Group Services, Inc. for the pool supplies that the District has purchased).
MADE BY:	Supervisor Archbold
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Brewer stepped out of the meeting in progress.

4. STAFF REPORTS

A. District Counsel

Mr. Vericker advised the Board that Maricopa Development Company paid the bond call for their portion of the assessments today and that Crosland Longleaf did not.

Mr. Brewer returned to the meeting in progress.

Mr. Vericker restated the status of the bond call payments for Mr. Brewer's benefit. A discussion ensued.

Mr. Vericker advised that he has prepared the demand letter and sent it out to get the 10 day period started. He stated that there is a mortgage on the property therefore he copied the mortgage holder on the letter. The discussion on the processes involved in the foreclosures and collections continued.

MOTION TO:	Ratify direction to District Counsel to order the title commitment and file a foreclosure if the payment is not made within the 10 day period.
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

There was a discussion regarding the interaction of the District Counsel and new District Manager in this foreclosure process. Mr. Vericker stated that this would have to speed up the transition process and he would prefer not to have Rizzetta & Company, Inc. start on this process when it will have to be transferred to DMS. Mr. Vericker stated that the resolutions provided by DMS will need to be approved in order for the transition to occur quickly and smoothly. Mr. Huber stated that he was in receipt of the resolutions and letter from DMS requesting the District records; he had assumed that he had until May 9th to get all of the documents ready to send to DMS. Mr. Huber stated that the way his company does business when transferring a client is different then what DMS is asking. He stated that they would shut down the accounts and then hand everything over in one process. Mr. Huber stated that he would ask that the Board understand that they would shut down all of the accounts, give every bit of documentation that they have as the record keepers to DMS in a timely fashion. It was agreed that they would be paid for their time. Mr. Canorro stated that DMS would request that the accounts not be shut down as they are the District's accounts not the Managers and that Rizzetta & Company, Inc. is authorized to transfer the signature cards. In addition, there are outstanding checks and a lag time of obtaining new checks. Mr. Canorro stated that DMS would like to make sure that the District's vendors are paid and that the District honors its obligations. Mr. Huber stated that he would have to defer to his CFO as to whether they could not shut down the accounts. The Board stated that there was not a choice as they are the District's accounts. There was a discussion regarding the issue of payments to vendors and the effects on the District's accounts.

Ms. Rein commended Mr. Vericker for his efforts on behalf of the District.

Mr. Archbold recommended that Rizzetta & Company, Inc. not shut down the accounts and make any payments necessary on Friday and then to stop making payments all of next week and get the signature cards established through DMS. At the beginning of the following week DMS will then be able to start paying the District's bills. The Board confirmed that this was the direction given to Rizzetta & Company, Inc. and DMS.

Mr. Canorro advised the Board on the individuals with DMS who will be working with Rizzetta & Company, Inc. on the transition.

1. Consideration of Resolution 2009-02 , Appoint District Management Services, LLC as District Manager, Financial Advisor and Designated Investment Representative (in accordance with agreement)
2. Consideration of Resolution 2009-03 , Re-designate the District's Registered Agent and Office (Agent – DMS; Office – 2002 N. Lois Ave, #507, Tampa, FL 33614)
3. Consideration of Resolution 2009-04 , Re-designate the District's Signatories for the Operating Bank Accounts (Chairman, Secretary, and Treasurer)
4. Consideration of Resolution 2009-05 , Re-designate the District's Officers

Mr. Huber and Mr. Canorro reviewed the resolutions presented to the Board.

MOTION TO:	Approve Resolution 2009-02, Appoint District Management Services, LLC as District Manager, Financial Advisor and Designated Investment Representative. Approve Resolution 2009-03, Re-designate the District's Registered Agent as District Management Services, LLC with their office located at 2002 N. Lois Ave, #507, Tampa, FL 33614 as the Registered Office, and the Local Records Office shall be the Longleaf Town Hall located at 3141 Deland Street, New Port Richey, Florida 34655. Approve Resolution 2009-04, Re-designating the District's Signatories for the Operating Bank Accounts (Chairman, Secretary, and Treasurer). Approve Resolution 2009-05, Re-designating the District's Officers as follows: Paul Jenkins as Chairman, Jonathan Brewer as Vice Chairman, Brian Lamb as Secretary, Steve Connolly as Treasurer, and Joanne Rein, David Reid, Tom Archbold and Peter Altman as Assistant Secretaries.
MADE BY:	Supervisor Archbold
SECONDED BY:	Supervisor Jenkins
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

The Board thanked Mr. Huber for his service to the District.

B. District Engineer
No further report.

C. District Manager

Mr. Huber presented Requisition 44 from District Counsel fees for professional services in regards to the road resurfacing project in the amount of \$1,270. .

MOTION TO:	Approve Requisition 44 to District Counsel for \$1,270.
MADE BY:	Supervisor Jenkins
SECONDED BY:	Supervisor Archbold
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 5/0 - Motion passed unanimously

Mr. Huber stated that the next item would be the Field Manager's report; however he will need to report to the Board that there is no longer a Field Manager at Longleaf. Mr. Huber explained to the Board the reasons for the termination of the Field Manager. A discussion ensued regarding the termination and the procedures that will be followed to ensure that there are no interruptions in services to the community.

1. Financial Statements

5. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

Mr. Jenkins asked for an update on the insurance regarding the smashed wall. There was a brief discussion during which it was determined that additional work would be needed and that the whole wall needed to be inspected not just the section that was hit. DMS was asked to get started on this as soon as possible. Mr. Jenkins will provide Mr. Canorro with contact information for contractors that were being requested for quotes.

Ms. Rein stated that the security policy is completed. It was determined that she would send it to DMS who will put it on the agenda for the next meeting for review and approval prior to being distributed to the community and posted on the website.

Ms. Rein stated that there is an issue with the foot traffic by the kids attending the school. She explained some of the communication and information she has received to date, including the policy distributed by the school to the parents of the school. Mr. Vericker stated that there wasn't anything other than notifying the School of the action that needs to be taken that the Board could do.

Mr. Huber asked for audience comments. There were none.

DRAFT

6. ADJOURNMENT

MOTION TO:	Adjourn the Regular Meeting of the Longleaf Community Development District.
MADE BY:	Supervisor Archbold
SECONDED BY:	Supervisor Brewer
DISCUSSION:	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 _____.

Signature

Signature

Printed Name

Printed Name

Title:

- Chairman**
 Vice Chairman

Title:

- Secretary**
 Assistant Secretary

Recorded by Records Administrator

Signature

Date

