

**LONGLEAF
COMMUNITY DEVELOPMENT DISTRICT**

May 21, 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, May 21, 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. Altman called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on Thursday, May 21, 2009 at 6:30 p.m.

Board Members Present and Constituting a Quorum:

Paul Jenkins	Chairman (<i>via conference call</i>)
Jonathan Brewer	Vice Chairman
David Reid	Supervisor
Joanne Rein	Supervisor

Staff Members Present:

Peter Altman	District Manager, District Management Services, LLC
Tony Canorro	Field Manager, District Management Services, LLC
John Vericker	District Counsel, Straley & Robin, P.A.
Larry Fluty	District Engineer, TBE Group
Greg Woodcock	District Engineer, TBE Group

Audience Members Present:

Paul Woods	Representative, OLM Landscaping Consulting
Residents	

2. BUSINESS ITEMS

A. Consideration of the Minutes of the Board of Supervisors' Meeting on April 16, 2009 (Tab 1)

Mr. Altman confirmed that District Management Services, LLC transcribed the presented minutes for the Board of Supervisors' meeting. The Board of Supervisors complimented the clear and concise detail of the meeting minutes.

MOTION TO:	Approve the Minutes of the Board of Supervisors' Meeting held on April 16, 2009.
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Rein
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

3. OLD BUSINESS

A. Update of Management Transition Items (Tab 2)

Mr. Altman stated that the Fiscal Year ending September 30th, 2008 was audited; however, the financials did not accrue the expenses as of the end of the Fiscal Year. He stated bills were paid in October for work in the previous Fiscal Year, which are identified in the financials. Mr. Altman stated this may cause the financials for the current Fiscal Year to appear overstated.

Mr. Altman stated the bank accounts have been transferred, all Contractors have been notified, and the website has been updated. He stated the physical records have been received by District Management Services, LLC.

Ms. Rein stated concerns have been brought to her attention regarding updating the maintenance tickets including changing the status from "open" to "pending" or "closed". Mr. Canorro stated he will change the status of the completed items to "closed".

Mr. Reid and Mr. Brewer highly complimented Mr. Canorro and Mr. Altman's completion of work in the last 30 days.

B. Discussion of Additional Road Construction Areas

Mr. Fluty stated during the last 30 days a punch list has transpired and is currently being worked through, as well as clearing up the contract. He stated test results and certifications have been requested from the construction side of the project, which have been provided with the exception of 1 item (gradation for the asphalt) that is pending further research. He stated Pasco County reviewed the traffic and sidewalk striping on May 15th, 2009, and he forwarded all comments to the contractor. Mr. Fluty stated he is going to confirm with the County their request of a 10 foot wide striping in the community, which he feels will be out of place.

Mr. Fluty stated during the course of the project, the County has stated that they would like to keep their paperwork and files straight. He stated in working with the County Engineering Development Review, the County would like the following documents submitted: a plan of amendments regarding the changes for the overlay in Neighborhood 2, and a variance for the Cross Slopes issue.

Ms. Rein asked for further explanation regarding the e-mail received revealing an 11% shortage in pavement, which the County revealed is an issue. Mr. Fluty stated he is currently working with the contractor regarding the correction of this issue. Mr. Fluty stated another test will be received after this issue is resolved.

Mr. Reid asked for further information regarding the hand written notes received of the core samples that were taken, which revealed 3 separate elements. He stated he would like to confirm with the District Engineer that there is 1 inch + of asphalt throughout the subdivision. Mr. Woodcock stated he would contact Mr. Reid with this information.

Mr. Jenkins stated that the criterion for the final payment to Nelson Construction Company has not been met due to the signoff from Pasco County, as well as the work on the asphalt thickness. Mr. Brewer stated he is cautious towards the process of the variance approval due to failure of design and structure vs. overlay issues in sections of the payment. Mr. Fluty stated in order to handle a situation such as a lack of compliance with the road construction; Pasco County is to suggest the variance. He stated the variance is worded to be that the Cross Loads are suspected to not meet the 2 % criteria because the as-built surveys

are suspected to be incorrect, and a survey was not performed; however, the District Engineer would like to apply for a variance for the Cross Loads to take care of the areas that would not meet the 2 % criteria. Mr. Brewer recommended the Chairman not authorize the variance until the Board and District Counsel reviews it. Mr. Fluty stated a variance is to be submitted the first week in June to meet all requirements for public advertisements.

Mr. Altman stated he would like to work with the Board Supervisors to figure out the roles of the Project Engineer, District Engineer, as well as the design, construction and supervision of this project from a third party so that a common goal may be worked towards in solving this issue. The Board confirmed that they would like the Management team to be highly involved in this project. Mr. Altman stated that once this project is accepted and installed, the County assumes the position and cleaning of any stoppage or failure of the system from the drain to the outfall which is covered in the "drainage assessment" on a property tax bill. Mr. Fluty confirmed that the survey has been done. He stated that the estimates have not been completed regarding the corrections with the intent to resolve the presented variance first due to the contractor not providing cost if a resolution is not found. Mr. Altman stated a timeline of all of the different elements that have to occur to bring the issues to completion, an expected task of who is going to complete the tasks, and a recommendation with respect to the variance will be included in the agenda for the next meeting. This item was continued to the next meeting.

Mr. Woodcock stated there have been drainage problems with the tennis courts. He stated the mulch is carried by the rain and blocks the drain. Mr. Woodcock suggested installing rocks instead of mulch along the tennis courts.

Ms. Rein stated a resident's driveway is included on the punch list items regarding the errors in the project. She stated the resident e-mailed the former District Management Company, Rizzetta & Company, Inc., one year ago stating her concerns and never received a reply; however, Mr. Fluty has asked for the e-mails in the form of a public records request. Matthew Huber, former District Manager, confirmed he would retrieve the e-mails originally sent to Scott Brizendine; however, these actions were never taken. Mr. Altman asked for the residents contact information so that he can resolve this issue.

Ms. Rein stated there is a pothole between Fairway and Longleaf Community, and the County has confirmed that it is the responsibility of Longleaf CDD. Mr. Woodcock stated he would resolve this issue.

Mr. Brewer requested the District Engineer to prepare line items for the repairs of the drainage structure and bike paths to be included on the Operation and Maintenance Budget.

Mr. Woodcock and Mr. Fluty left the meeting in progress.

4. BUSINESS ITEMS

A. Consideration of OLM Proposal (Tab 6)

Mr. Altman stated Mr. Paul Woods with OLM Landscaping Consulting is to provide a courtesy review regarding inspection and grades as a third party. Mr. Woods stated OLM Landscaping Consulting provides specifications of landscape services, presents the proposals to the Board of Supervisors, and maintains the standard of performance through the inspection process. Mr. Woods stated this inspection process includes the Landscape Contractor maintaining a passing score in order to earn a performance bonus. He presented his report on the current status of the landscaping. Mr. Woods reviewed recommendations for the irrigation responsibilities, sprinkler repairs, plant material, weed control, fertilization, and compaction.

Mr. Altman recommended the Board review the current final and executed landscape services contract with Vila & Sons, and he will present a formal proposal at the next Board meeting regarding these services.

B. Presentation of Proposed Fiscal Year 2010 Budget (Tab 3)

Mr. Altman reviewed the proposed assessment methodology changes. He reviewed the history of the bonds issued for Neighborhoods 1, 2, 3 and 4. Mr. Altman proposed that all of the assessments be placed on the tax roll. Mr. Vericker reviewed the direct collection process vs. enforcements performed through a tax collector due to the default on the B Bonds. He also reviewed the default on the 1999/2001 and 2005/2006 bond payments from the Landowners Crossland LLC and Starkey, Inc. He stated the 2005/2006 bonds were met by Crossland LLC following a demand letter; however, the 1999/2001 bonds, which were due April 24th, are in default. Discussion ensued regarding the foreclosure process due to the Landowner defaulting payment which is due to the Bondholders. Mr. Vericker stated if the Bondholders are not willing to fund this foreclosure process, he would recommend going through the tax collector method. Mr. Vericker requested Board direction to conduct and send a letter to the Counsel of Crossland LLC to allow them the option of funding the foreclosure actions.

MOTION TO:	Direct District Counsel to generate a letter to the Bondholders, advising them that they have the option to pay for the foreclosure actions, as opposed to the assessments placed on the tax roll.
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Reid
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

MOTION TO:	Direct District Counsel to generate a letter to the Counsel of Crossland, LLC, (advising them of the actions being taken regarding the defaulting payments and foreclosure actions), and request a returned legal response stating their intentions.
MADE BY:	Supervisor Brewer
SECONDED BY:	Supervisor Rein
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

Discussion ensued regarding the additional 75% of the Operation and Maintenance budget still owed, and if this amount should be included on the tax roll. Mr. Altman stated this would be discussed at a later time.

Discussion ensued regarding the division in the capital assessments for the maintenance of the streetlights between neighborhoods. Mr. Altman reviewed the current O&M assessment rate of .25 for all of the neighborhoods, including the townhomes. He stated further discussion regarding the assessments of the streetlights will be included on the agenda for the next meeting.

Mr. Altman presented the proposed budget to the Board. Mr. Altman stated the District is in need of an established capital reserve and plan. He requested a list of community enhancements from the Board Supervisors to be included in the budget. Mr. Altman stated he would present cash projections at the next Board meeting, as well as how long this money will last. He reviewed the budget with the Board, predicting an estimated decrease of \$37,715.00 in the assessments.

Mr. Vericker left the meeting in progress.

Mr. Brewer asked if an agreement was in place regarding the shared facilities in Neighborhood 4. Mr. Altman stated this should have been identified in the capital improvement plan. He stated he would research the District Engineer's report regarding this agreement.

Ms. Reid requested lowering the price of renting the facilities due to resident complaints. Mr. Altman recommended including this in the list of community enhancements.

C. Consideration of Resolution 2009-06, Approving the Proposed Fiscal Year 2010 Budget and Setting a Public Hearing (Tab 4)

MOTION TO:	Approve Resolution 2009-06; approving the Proposed Fiscal Year 2010 Budget and Setting the Public Hearing to be held on Thursday, July 16 th , 2009 at 6:30 p.m. at the Longleaf Town Hall located at 3141 Deland St, New Port Richey, FL 34655.
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Brewer
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

D. Consideration of Resolution 2009-07, Spending Authority for the District Manager (Tab 5)

Mr. Altman presented a new spending policy for the Board. He stated the following procedures are recommended:

- The District Manager is able to authorize expenses up to \$1,000.00
- Upon receipt of multiple proposals and ensuring that the funds are available within the budgeted line item the District Manager is able to authorize expenses up to \$2,500.00
- In the event of an emergency the District Manager is authorized expenses up to \$10,000.00 upon notification to the Board of Supervisors with the caveat that should one Board member object to the expenditure the District manager would call an emergency meeting of the Board of Supervisors.

Mr. Altman reminded the Board that the invoices are displayed on the Longleaf website.

MOTION TO:	Approve Resolution 2009-07, Spending Authority for the District Manager.
MADE BY:	Supervisor Reid
SECONDED BY:	Supervisor Brewer
DISCUSSION:	None further
RESULT:	Called to Vote: motion PASSED 4/0 - Motion passed unanimously

E. Discussion of Alarm Monitoring Service (Tab 7)

Mr. Altman stated it is Management's intentions to release All Electronics Security services in October for the alarm monitoring of the pool and clubhouse facility. Mr. Canorro stated that the \$300.00 monthly cost for these services is high, and a competing firm has offered an informal price of just over \$60.00 per month. Mr. Altman continued this item to a later meeting, as the termination notice must be sent September 1st, 2009.

F. Consideration of Summer Youth Program

Mr. Altman stated he has been corresponding with a sports program for children for an estimated weekly charge of \$90.00 to engage in various activities. He suggested contacting residents regarding their opinions on instilling a summer youth program. Mr. Altman stated this item would be further addressed during the next meeting.

Mr. Altman also recommended a site/pool monitor assistant to ensure the pool rules are being followed. Discussion ensued regarding the pros and cons of having a pool monitor on duty. Mr. Altman stated this item would be further addressed during the next meeting.

G. General Matters of the District

There were no further general matters presented.

5. STAFF REPORTS

A. District Counsel
No further report.

B. District Engineer
No further report.

C. District Manager

1. Protocol and Agenda Presentation Preferences

Mr. Altman recommended beginning each meeting by reciting the Pledge of Allegiance.

Mr. Altman reviewed the preferred sequence of meetings of the Management Company as follows: entertain audience member comments before the beginning of each meeting, staff reports who are attending for an hourly rate, old business, new business, supervisor requests, and audience comments again. Mr. Altman stated during a motion, discussion should only ensue between the Board members and District Staff.

2. Operations Report (Tab 8)

Mr. Canorro presented the updated Field Management report for the Board. He stated that the Doc Brittle sign, which was damaged in a vehicle accident, will be structurally completed tomorrow. Mr. Canorro stated that Kristen Brunelle, Assistant District Manager for DMS, LLC, has updated the District websites to reflect the correct contact information.

Mr. Canorro recommended adding the discussion of the Amenity Services Group to the agenda for the next meeting to review the scope of services.

3. Registered Voter Count (Tab 9)

Mr. Altman stated that as of April 15th, 2009 there are 721 registered voters in the Longleaf Community Development District.

6. SUPERVISORS REQUESTS AND AUDIENCE COMMENTS

A. Communications

Mr. Canorro confirmed that he would reconnect the phone line in the Town Hall meeting room, as well as disconnect the fax line.

Discussion ensued regarding trimming tree branches in the preserve areas that have the potential to damage a house during high winds. Mr. Altman stated he would research this issue.

Mr. Brewer requested the Landscaping Company trim the ivy within 6 inches of the top of the wall that faces Starkey Boulevard, located on Mt. Dora.

Mr. Brewer stated the sidewalk at 10303 Nicholas Street is breaking up. He requested Mr. Canorro look at the sidewalk for potential repairs.

Mr. Reid requested Mr. Canorro contact Progress Energy to find out how long it will take to install the streetlight that is to be put in on Durrant Street, near address 3530.

Mr. Brewer stated he has requested the current meeting room be made into a repository or library of CDD materials. He stated this would serve as the local records office.

The Board requested Mr. Canorro research the procedures and cost of installing a stop sign on Nicholas Street/ Palladio Drive and Town Avenue/ Ellington Avenue.

Mr. Brewer stated he has received a permission letter from Burkett & Associates stating that willows on the edge of a wetland are considered a nuisance species. He stated with the Board's consent he will submit the permission letter as well as his insurance to the Management Company, and assume responsibility as well as provide a work plan for the removal of the willows on the alley behind his house.

Ms. Rein stated that according to the deed restrictions, if a homeowner's street tree dies, the homeowner is responsible for replacing it. She inquired if this restriction still stood. The Board confirmed that this restriction still stood, with the exception of one live oak for the address 10212 Gallery Street, which was included in the original tree replacement project. Ms. Rein presented the Board with a townhome, 3747 Hurlong Street, who has a dead street tree. The Board confirmed that this is a townhome; therefore, the replacement of the street tree is not that of the homeowner.

Ms. Rein requested the removal of the circle signs where there used to be a roundabout. Mr. Canorro confirmed that he would remove these signs.

Ms. Rein stated the front wall involved in the vehicle accident still needs to be painted.

Ms. Rein stated there are safety issues regarding the sand park. She stated a playground safety check has never been performed. Mr. Canorro stated that the damaged bouncy snail toy will soon be replaced with a bouncy eagle toy.

Ms. Rein stated a security policy has been approved. Mr. Canorro requested a copy so that the policy may be posted.

Ms. Rein stated there have been requests regarding the installation of doggy baskets throughout the neighborhood, similar to those in Neighborhood 3.

Ms. Rein stated previous mulch lying on the street trees done by the current Landscape Company resulted in damage to a resident's grass. The Board agreed to reimburse the resident for the damaged grass.

Ms. Rein stated during the construction of Starkey Boulevard, 25 live oak trees were removed from the Community. She stated these trees have not been replaced, and she wants them moved to the Mt. Dora median, as well as Neighborhood 3 and the playground. She recommended this expense be included in the budget.

7. 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 4/0 - 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 June 18, 2009



Signature

Justin Brewer

Printed Name

Title:
 Chairman
 Vice Chairman



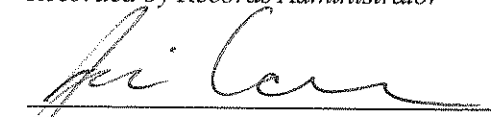
Signature

PETER A. AETMAN

Printed Name

Title:
 Secretary
 Assistant Secretary

Recorded by Records Administrator



Signature
6/18/09

Date

