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*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, June 12, 2008 at 4:00 p.m.** at the Longleaf Town Hall, located at 3141 Deland Street, New Port Richey, Florida 34655.

Present and constituting a quorum were:

Patricia Ballard	<b>Board Supervisor, Chairman</b>
Kimberly Locher	<b>Board Supervisor, Vice Chairman</b>
Frank Starkey	<b>Board Supervisor, Assistant Secretary</b> <i>(joined the meeting in progress)</i>
Paul Jenkins	<b>Board Supervisor, Assistant Secretary</b>
Gary Davis	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Scott Brizendine	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Mark Straley	<b>District Counsel, Straley &amp; Robin</b>
Greg Woodcock	<b>District Engineer, TBE Group</b>
Michael Fenceroy	<b>District Engineer, TBE Group</b>
Scott Murphy	<b>Field Manager</b>
Audience	

**FIRST ORDER OF BUSINESS**

**Call to Order**

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

**SECOND ORDER OF BUSINESS**

**District Engineer's Report**

Mr. Brizendine asked the Board's permission to allow the District Engineer to present his report first. The Board agreed.

*(Mr. Starkey joined the meeting in progress.)*

Mr. Fenceroy provided an update on the N1 and N2 improvement project, stating that the handicap ramps were removed and replaced in N2, the turning radius in Fritillary Square was shortened to decrease the instances of damage to the curbing from garbage trucks, etc., the brick pavers on Town Avenue and Bosk Street have been completed as have the grading along Alley 11 and the inland stabilization.

Mr. Woodcock stated that he did a walk through with Nelson Construction for the paving that was performed in N1 and select alleys in N2 and provided them with a punch list of items that need to be repaired. He stated that he was willing to accept only 40% of the paving in N1. Mr. Woodcock stated that Nelson Construction seemed receptive to correcting the issues that were outlined. He discussed payment of pay application #3 and asked for Board approval to approve the payment with the adjustments that were made. Following a brief discussion, Ms. Ballard made a motion to approve.

On a Motion by Ms. Ballard, seconded by Ms. Locher, with all in favor, the Board of Supervisors approved pay application #3 from Nelson Construction totaling \$219,410.08 for Longleaf Community Development District.

Mr. Woodcock updated the Board on the status of issues with drainage in storm sewers that were filled with silt in N2. He stated that he spoke with Nelson Construction on possible repairs and expects to have a recommendation for the Board at the next meeting. It was stated that the repairs should not impact the paving, but even if it does the work should be completed before the paving is done. A brief discussion ensued regarding the need to have the business owners notified prior to the paving.

A brief discussion was held regarding the removal of the sidewalk ramp by the school.

### **THIRD ORDER OF BUSINESS**

#### **Consideration of Minutes of the Board of Supervisors Meeting on May 15, 2008**

Mr. Brizendine stated that the next item on the agenda was the consideration of the minutes of the Board of Supervisors meeting on May 15, 2008. He asked if there were any questions. Mr. Starkey stated that a correction was needed on page 2; whereas, the minutes should read," all windows leading to the pool area". Mr. Brizendine asked for a motion to approve as amended.

On a Motion by Mr. Starkey, seconded by Mr. Jenkins, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors meeting held on May 15, 2008 as amended for Longleaf Community Development District.

### **FOURTH ORDER OF BUSINESS**

#### **Consideration of Operation and Maintenance Expenditures for June**

Mr. Brizendine stated that the next item on the agenda was the consideration of the Operation and Maintenance expenditures for June. He reviewed the expenditures for the Board and asked if there were any questions. Ms. Ballard stated that she had a breakdown of the charges include on the invoice from King's Pressure Cleaning if anyone wanted more detail.

A request was made to have more details included on the TBE invoicing. Ms. Ballard made a motion to approve.

On a Motion by Ms. Ballard, seconded by Ms. Locher, with all in favor, the Board of Supervisors approved the Operation and Maintenance expenditures for June for Longleaf Community Development District.

**FIFTH ORDER OF BUSINESS**

**Consideration of Series 2006  
Construction Requisitions #30-#32**

Mr. Brizendine stated that the next item on the agenda was the consideration of the Series 2006 Construction Requisitions #30-#32. He briefly reviewed the requisitions for the Board stating that they have all been approved by both the Chairman and District Engineer. He asked if there were any questions. Hearing none, Mr. Brizendine asked for a motion to approve.

On a Motion by Mr. Jenkins, seconded by Ms. Ballard, with all in favor, the Board of Supervisors approved the Series 2006 Construction Requisitions #30-#32 for Longleaf Community Development District.

**SIXTH ORDER OF BUSINESS**

**Old Business**

Mr. Brizendine gave an update on the Progress Energy repair invoice for N3. He stated that he received comments from Progress Energy regarding the letter that was sent to them and has provided a copy to District Counsel. Mr. Brizendine stated that he also contacted the insurance company to see if it might be something that would be covered should the District be deemed responsible. Mr. Straley stated that he would like to review the various agreements between all of the entities before commenting; however, it appears that Progress Energy seems to be confused over who is party to what. A brief discussion ensued regarding the fact that this was really a mistaken payment made by the District and whether the District might be responsible for future damage. Mr. Straley stated that he would speak with Scott Lay regarding the issue and if necessary will send Progress Energy a letter. He stated that he would update the Board at the next meeting.

**SEVENTH ORDER OF BUSINESS**

**New Business**

Mr. Brizendine stated that the next item on the agenda was the consideration of the recommendation from the Landscape Maintenance Committee regarding proposals received. He stated that nine firms submitted proposals on June 2<sup>nd</sup> and the Committee reviewed and ranked the proposals based on the approved criteria. Mr. Brizendine stated that Becker Landscape Contractors submitted the lowest bid at \$169,050, but lost points based on the failure to provide any references and the fact they didn't list any current jobs. Vila & Sons was the second lowest bidder at \$174,533 and received the highest point ranking at 97. He stated that both ValleyCrest and Greenbriar received 95 points.

A brief discussion ensued regarding the need to have the contract contain language requiring the new firm to warranty the existing plants in the community, agree that no surcharge would be paid for fuel and require the use of a reel mower in various sections.

Mr. Straley confirmed that should the selected firm not agree to these additions to the contract, the Board would have the option of going back out to bid or offer the next highest ranking firms the contract. Further discussion ensued regarding references, staffing levels and the qualifications of the Vila & Sons' personnel. Mr. Jenkins recommended that the Board accept the recommendation of the Landscape Committee and approve the contract with Vila & Sons with the addition the addendum. It was stated that should Vila & Sons not accept the addendum, the Board would offer the contract to ValleyCrest as they have a history with the District and have already addressed the addendum issues and are tied with Greenbriar in the rankings for second place. Mr. Brizendine asked for a motion to approve the contract as discussed and authorize District Staff and District Counsel to negotiate the contract

On a Motion by Mr. Starkey, seconded by Mr. Davis, with all in favor, the Board of Supervisors awarded the Landscape Maintenance contract to Villa & Son pending agreement to the addition of the discussed addendum to the contract and authorized Staff and District Counsel to negotiate the contract for Longleaf Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel  
No report.

B. Field Manager

Mr. Murphy reviewed the revised format of the maintenance ticket log for the Board and a brief discussion ensued. Discussions were held regarding cleaning the wall at the boundary of Fairway Springs, cutting the tree that fell over in the conservation area behind a home on Town Avenue, replacement of lights at the town hall and postal kiosk #1, and the trees along Ellington that are hanging over onto private property. The following Board actions were taken:

On a Motion by Mr. Jenkins, seconded by Ms. Ballard, with all in favor, the Board of Supervisors decided not to clean the Fairway Springs wall for Longleaf Community Development District.

On a Motion by Ms. Ballard, seconded by Ms. Locher, with all in favor, the Board of Supervisors approved the replacement of the lights at the town hall and postal kiosk #1 with a not-to-exceed amount of \$2,500 for Longleaf Community Development District.

On a Motion by Mr. Starkey, seconded by Ms. Ballard, with all in favor, the Board of Supervisors approved the trimming of tree branches by the Ellington HOA that are hanging over onto private property as allowed by County Ordinances for Longleaf Community Development District.

It was stated that work has begun on the Stucco Wall project and a brief discussion ensued regarding the cost for painting the wall.

Ms. Ballard inquired whether anyone had addressed the issue of the construction workers fishing in the ponds. It was stated that the email has been forwarded on to Nelson Construction. Mr. Murphy also stated that he is working on the pool mildew issue, stating that he will respond to the resident and inform him of the plan of action. A discussion ensued regarding a request to lower the temperature of the pool and one method being used by the YMCA to cool their pools in the summer and warm it in the summer. It was stated that this might be something to look into at a future date.

C. District Manager

Mr. Brizendine reminded that Board that the qualifying period for the General Election in November is June 16<sup>th</sup> through June 20<sup>th</sup>.

Mr. Brizendine stated that he received an email regarding a party that went on Sunday at the Town Hall relating to a number of rules that were not adhered to. He outlined the violations that he observed when reviewing the security tape and a brief discussion ensued. It was stated that the alarm system was not operational at the time of the party and the required walk out did not occur.

Discussion was held regarding establishing a policy to enforce consequences. Possible repercussions were discussed to include suspension of the privilege to rent the facilities. It was stated that a letter should be sent to the lessee from the Board reminding them of the rule violations and informing them that any further instances would be reviewed by the Board for further potential action to include possible suspension of rental privileges.

On a Motion by Mr. Starkey, seconded by Ms. Ballard, with all in favor, the Board of Supervisors approved a policy requiring that a reminder letter be sent to those renters violating established rental policy for the first time, with any subsequent violations requiring Board review for further potential action to include possible suspension of rental privileges for Longleaf Community Development District.

Further discussion ensued regarding the necessity of ensuring that walk outs occur after each rental. It was decided that the motion should be amended to require that renters who have violated rental policies on two occasions be required to submit any future rental applications to the Board for approval as part of due process. It was stated that the existing policy may need to be revised in regards to the collection of funds for any damage that occurs above and beyond the initial security deposit .

On a Motion by Mr. Jenkins, seconded by Mr. Starkey, with all in favor, the Board of Supervisors amended the preceding motion to state that any applications to rent the facilities submitted for individuals with more than one violation be required to come before the Board for approval and the individual given the opportunity to present a case for why they should be granted another rental for Longleaf Community Development District.

**NINTH 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. Ms. Locher stated that the educational signage was installed this past weekend. She also presented a check in the amount of \$11,647.97 to reimburse the District for the additional street lights in N3.

Ms. Ballard distributed brochures that she received regarding PACA, stating that it was an organization that endeavors to provide information to CDD's and HOA's. She stated that an organizational meeting is scheduled for June if any one member of the Board desired to attend for my information. However, only one Board Supervisor can attend to ensure that no Sunshine Laws are violated. Following a brief discussion regarding other similar organizations, Ms. Ballard made a motion to approve for the Board to join PACA and pay the \$50 annual dues.

On a Motion by Ms. Ballard, seconded by Mr. Starkey, with all in favor, the Board of Supervisors approved joining PACA and paying the \$50 annual dues for Longleaf Community Development District.

Mr. Davis stated that he had received the Triathlon application and a brief discussion ensued regarding potential parking issues, etc.

No audience comments were entertained.

**TENTH 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 Mr. Starkey, seconded by Ms. Locher, with all in favor, the Board of Supervisors adjourned the meeting at 5:45 p.m. for Longleaf Community Development District.