

**LONGLEAF  
COMMUNITY DEVELOPMENT DISTRICT**

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November 19, 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, November 19, 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. Canorro called the Regular Meeting of the Board of Supervisors of the Longleaf Community Development District to order on Thursday, November 19 at 6:35 p.m.

Board Members Present and Constituting a Quorum:

|                 |  |
|-----------------|--|
| Paul Jenkins    | Chairman                               |
| Jonathan Brewer | Vice Chairman                          |
| David Reid      | Supervisor                             |
| Joanne Rein     | Supervisor ( <i>via speakerphone</i> ) |
| Amanda Maucere  | Supervisor                             |

Staff Members Present:

|               |   |
|---------------|---|
| Tony Canorro  | Assistant District Manager, District Management Services, LLC |
| Leah Johnson  | Financial Analyst, District Management Services, LLC          |
| Steve Shaw    | District Engineer, Johnson Engineering, Inc.                  |
| Bill Bramell  | District Engineer, Johnson Engineering, Inc.                  |
| John Vericker | District Counsel, Straley & Robin, P.A.                       |

Audience Members Present:

|                  |                     |
|------------------|---------------------|
| Paul Woods       | Representative, OLM |
| Kyle VandenBrink | Representative, OLM |
| Residents        |                     |

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited

**3. RESIDENT COMMENTS ON AGENDA ITEMS**

There were no resident comments.

**4. STAFF REPORTS**

A. District Counsel

Mr. Vericker and Ms. Johnson reviewed the letter from the Bond Holders for the Board. After a discussion, the Board decided to approve the amendment of the Indenture in accordance with the letter received from the Bond holders to fund the foreclosure from the bond reserve fund.

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| MOTION TO:   | Approve the amendment of the Indenture in accordance with the letter received from the Bond holders to fund the foreclosure from the bond reserve fund. |
| MADE BY:     | Supervisor Brewer   |
| SECONDED BY: | Supervisor Maucere  |
| DISCUSSION:  | None further  |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously  |

Mr. Brewer recommended that the Board hold a budget review at the January meeting. The Board requested that DMS to breakout the operation and maintenance expenditures by Neighborhood.

B. District Engineer

Mr. Shaw stated that he has not received the District records from TBE Group yet. After a discussion the Board directed Johnson Engineering to send TBE Group a demand for the records and Mr. Canorro to file a complaint with the State. Mr. Shaw requested that Mr. Canorro send them a copy of the plat.

**5. BUSINESS ADMINISTRATION**

A. Consideration of Minutes of the Board of Supervisors Meeting on October 15, 2009 (Tab 1)

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| MOTION TO:   | Approve the Minutes of the Board of Supervisors Meeting on October 15, 2009. |
| MADE BY:     | Supervisor Brewer  |
| SECONDED BY: | Supervisor Jenkins   |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously             |

B. Consideration of Operation & Maintenance Expenditures November 2009 (Tab 2)

Items of discussion included:

- Why the District is pre-paying for the month for Nanaks when they were post paying with Vila & Son
- Is the billing of the Trustee fees on an annual or semi-annual basis
- Addition error on the year/month to date
- Need to research invoice for unemployment tax
- Request Himes to repay invoice 958 due to the fact it deals with hand holes which should be covered under warranty. Mr. Canorro will schedule a meeting with Homes onsite to figure out their invoice.
- Send a letter to American Ecosystems requesting hand removal of weeds around skimmers and notifying them that their service has been substandard
- Whether Cornerstone had completed their billing on the bike path restoration project

The Board decided to table the consideration of the Operation and Maintenance Expenditures for November 2009.

C. Consideration of Series 2006 Construction Requisitions November 2009 (Tab 3)

Mr. Canorro reviewed the requisitions for the Board. General discussion ensued.

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| MOTION TO:   | Approve the Series 2006 Construction Requisitions November 2009. |
| MADE BY:     | Supervisor Jenkins   |
| SECONDED BY: | Supervisor Reid  |
| DISCUSSION:  | None Further   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously |

**6. BUSINESS ITEMS**

A. Discussion Regarding Tree Removal

Mr. Canorro reviewed the Districts' current natural area policy for the Board in regards to tree removals in maintenance conservation areas. Mr. Brewer stated that they removed the tree behind the home on Wiregrass in the conservation area that was leaning and was posing a threat to the home. He stated that there was some question regarding the District's tree removal policy. Ms. Rein stated at the prior meeting, the Board indicated that they felt that it was the homeowners responsible and then the District received a \$700 bill for the removal. She stated that Mr. Canorro indicated that it was actually the CDD's responsible and the Board was looking for further clarification on whose responsibility it was. Mr. Canorro stated that the tree was growing on and originated from District property. Ms. Rein stated that Mr. Reid had stated that in properties in such as his own (and the property is similar in question in similar to his) that he owns way beyond where the trees start. She stated that she couldn't understand how the tree was on CDD property and leaning over their house. Mr. Reid stated that his property backs up to a conservation area and there is a 25 foot buffer that he owns but can not build anything on. He stated that there is was a tree sitting on that 25 foot area it could fall on his house but it would not be the CDD's responsibility. Mr. Canorro stated that tree was on District property. Mr. Reid stated that his concern is that this would start precedence that the CDD will be responsible for tree removal.

Mr. Brewer stated that it was a 60 to 80 foot tree that was leaning over at a 45 degree angle towards the resident's property. He stated that the residents had determined that the tree was not part of their property or easement. Mr. Brewer stated that Mr. Canorro further reviewed the tree's location and it was determined that it was on CDD property. Mr. Canorro stated that each request for a tree removal will be researched individually to determine if it is the CDD's responsibility.

B. Discussion on Parking Policy

Mr. Canorro stated that the Board approved a parking policy at the last meeting. He stated that Mr. Dooley and the Sheriff's Office have been enforced some parking in areas of safety concerns. Mr. Canorro stated that the residents were sent the necessary parking permits. He stated that he spoke to the CARE committee and enforcement is still an issue they are working on.

Mr. Canorro stated that if the violation occurs on District property, it would be the District's decision regarding enforcement. He stated that if the violation is creating a health or safety violation the Sheriff's Office would get involved with the enforcement and if there was a deed restriction on a lot, it would be the responsibility of the CARE committee. Mr. Canorro stated that the CARE committee would not have the authority to contact a towing company to remove the car.

#### C. General Matters of the District

Mr. Canorro stated that there are representatives of OLM in attendance that would like to address the Board in regards to savings to the District and compensation for OLM. He stated that OLM has begun to bill the District for their compensation portion of conducting the Request for Proposals. Mr. Woods stated that the District has the opportunity by the nature of the contract to bring savings out of the operation and maintenance budget. He stated that the specification that OLM prepared has two mulching included in it and that was determined during a site visit with Mr. Canorro. Mr. Woods stated that there is clear desire to increase the level of care in the landscaping. He stated that the mulch services are at the request of the District. Mr. Woods stated that even though the budgetary numbers show mulch as an encumbrance, the Board has to decide whether they want to expend those funds. He stated that OLM's first recommendation to the Board is that if the property does not have a complete second mulching there will be a savings to the District. Mr. Woods stated that the District's landscape maintenance contract with Vila & Sons including the irrigation maintenance totaled \$188,000. He stated that competitive bidding brought Nanaks in at \$172,000 including the second mulch. Mr. Woods stated that when the District decreases the second mulch to be at the Board's option, the first year expenditures is \$160,000. He stated that based on OLM's proposal for services, they will calculate \$188,000 minus \$160,000 and come up with a savings \$27,600 of which OLM's commission would be 75%. Mr. Woods stated that OLM's commission would be approximately \$2,300 per month spread over a 12 month period. He stated over a three year period, OLM would assist the District in saving \$60,000 of what had been the operational expenses. Mr. Woods stated that the first year savings would be \$7,200 with the second and third year savings being in excess of \$25,000 per year.

Chairman Jenkins stated that the Board hasn't decided to decrease the second mulching and asked why they were looking at the savings before the decision was made. Chairman Jenkins asked why the District wouldn't pay on the difference of the \$15,780 instead of \$27,630. He stated that if the Board does decrease the second mulching in the future, they can look at the savings and pay the commission at that point. Mr. Woods stated that he wanted to demonstrate where the Board has control over the expenditures and where they could reduce costs. He stated that the same thing could be done for seasonal color. Mr. Woods stated that the Board could choose to reduce through plant selection seasonal color and receive direct savings.

Discussion ensued regarding the fact that all bidders submitted a total bid price that was all inclusive based on the bid specifications and whether the commission to OLM should be based on the total contract price or the contract price minus services not required by the District.

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| MOTION TO:   | Accept the landscape maintenance contract as written at \$172,240 with two mulches and pay OLM's commission based on 75% of the \$15,780 difference between the Vila & Sons contract and Nanak's contract. |
| MADE BY:     | Supervisor Brewer  |
| SECONDED BY: | Supervisor Jenkins   |
| DISCUSSION:  | Mr. Canorro further clarified the terms of the commission to be paid to OLM and the contract. Audience comments were entertained regarding the OLM contract.   |
| RESULT:      | Called to Vote: Motion PASSED<br>5/0 - Motion Passed Unanimously   |

Mr. Canorro presented the options available for grills at Town Hall. Ms. Maucere stated that at one of the LNA meetings, the LPAC requested to be able to install grills at the Town Hall and the District provide a source of fire prevention water within 500 feet. Mr. Canorro stated that there would be additional rules required if the District installed grills at the Town Hall.

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| MOTION TO:   | Deny the request to install grills at the Town Hall.                           |
| MADE BY:     | Supervisor Jenkins   |
| SECONDED BY: | Supervisor Brewer  |
| DISCUSSION:  | None further   |
| RESULT:      | Called to Vote: Motion PASSED<br>4/1 - Motion Passed (Supervisor Rein opposed) |

#### D. Consideration of Pool Renovation Proposals

Ms. ~~Maucere~~ <sup>Rein</sup> asked Mr. Canorro how much the District was paying to heat the pool for a one year period. Mr. Canorro stated that the District budgets approximately \$5,000 to heat the pool for one year. Discussion ensued regarding ways to save money on heating the pool. Audience comments were entertained by the Board.

After further discussion, the Board decided to table the heating cost issue and requested that DMS bring back a report showing the month with the highest pool heating usage and the costs.

Mr. Canorro reviewed the pool renovation proposals for the Board. He stated that the proposals ranged from \$16,235 to \$26,729. Mr. Canorro stated that the Board can direct him to negotiate the price with any of the Proposer's. Discussion ensued regarding the services proposed. The Board requested that Mr. Canorro obtain references and re-write the specifications in order to rebid the services as well as have Ms. Johnson give an opinion of how the gas usage affects the budget.

## 7. STAFF REPORTS

### A. District Manager

1. Financial Statement, Period Ending September 30, 2009 (Tab 4)
2. Fiscal Year 2010 Operating Budget (Tab 5)
3. Operations Report

## 8. SUPERVISOR REQUESTS AND AUDIENCE COMMENTS

Items of discussion included the following:

- Options available in regards to the trees on Starkey land – can they sell them or trade them for smaller ones that have a warranty
- Board to identify 10 locations for the trees
- Due to a County requirement, the trees must be located on Starkey Boulevard
- Request to hold a budget review at the January meeting
- Christmas decorations to be put up the weekend after Thanksgiving – \$250 of the \$750 allocated funds to be refunded
- DMS needs to do a warranty walk on the bike path with Cornerstone Tree Farm as it goes from the volleyball courts to Neighborhood 2 mailbox kiosk
- Doc Brittle Park is densely landscaped – possibly look at thinning out
- Starkey's will no longer maintain the white fence in front of the community. Mr. Jenkins and Staff to communicate further with the Starkey's. Peter will discuss annexing the land into the District and the Starkey's lack of maintenance of their land with the County.
- Commendation to Patrick Dooley for a job well done

## 10. ADJOURNMENT

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| MOTION TO:   | Adjourn the Meeting of the Longleaf Community Development District. |
| MADE BY:     | Supervisor Brewer   |
| SECONDED BY: | Supervisor Reid   |
| DISCUSSION:  | None further  |
| RESULT:      | Called to Vote: Motion PASSED<br>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 December 17, 2009

*Paul H Jenkins*  
Signature

Paul H Jenkins  
Printed Name

Title:

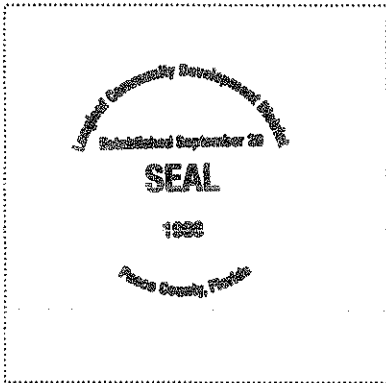
- Chairman
- Vice Chairman

*Peter Altman*  
Signature

Peter Altman  
Printed Name

Title:

- Secretary
- Assistant Secretary



Recorded by Records Administrator

*Kristen Brunelle*  
Signature

01/13/10  
Date