

MINUTES OF MEETING

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.

LONG LAKE RANCH COMMUNITY DEVELOPMENT DISTRICT

The special meeting of the Long Lake Ranch Community Development District was held on Tuesday, February 16 2016 at 2:00 p.m., at the Long Lake Ranch Amenity Center, located at 19037 Long Lake Ranch Blvd., Lutz, FL 33558.

Present and Constituting a Quorum:

Betty Valenti	<b>Board Supervisor, Chairman</b>
Chris Santoro	<b>Board Supervisor, Assistant Secretary</b>
Walter Beeman	<b>Board Supervisor, Assistant Secretary</b>

Also Present Were:

Joe Roethke	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tucker Mackie	<b>District Counsel, Hopping Green &amp; Sams</b>
Edwin Rogers	<b>District Engineer, Heidt Design (via phone)</b>
Brian Dorry	<b>Clubhouse Manager</b>
Brawnell Sims	<b>Yellowstone Landscape</b>
Erika Mitchell	<b>Beazer Homes</b>

FIRST ORDER OF BUSINESS

Call to Order

Mr. Roethke called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No audience present.

THIRD ORDER OF BUSINESS

Presentation of Resignation Letter from Gary Betz and Michael Piendel

Mr. Roethke presented resignation letters from Board Supervisors, Gary Betz and Michael Piendel to the Board.

On a Motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board accepted the resignation letters from Gary Betz and Michael Piendel for Long Lake Ranch Community Development District.

42 **FOURTH ORDER OF BUSINESS** **Consideration of Appointment to Vacant Board**  
43 **Supervisor Seats**  
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On a Motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board appointed Erika Mitchell and Chris Barton to the vacant Board Supervisor seats for Long Lake Ranch Community Development District.

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46 **FIFTH ORDER OF BUSINESS** **Administer Oath of Office to Newly Appointed**  
47 **Officer**  
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49 Mr. Roethke administered the oath of office to Ms. Mitchell and Ms. Mitchell responded in the  
50 affirmative. Mr. Roethke informed Ms. Mitchell that as a CDD Board Supervisor she is entitled to  
51 compensation of \$200.00 per meeting, up to an annual maximum of \$4,800.00 per year. Ms. Mitchell  
52 declined compensation.

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54 **SIXTH ORDER OF BUSINESS** **Consideration of Resolution 2016-04, Re-**  
55 **Designating Officers**  
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57 Mr. Roethke presented Resolution 2016-04 to the Board, which will re-designate the officers of  
58 the District. The Board appointed the designations as follows: Betty Valenti as Chairman, Erika  
59 Mitchell as Vice Chairman with the remaining Board Members as Assistant Secretaries.

On a Motion by Ms. Valenti, seconded by Mr. Beeman,, with all in favor, the Board adopted Resolution 2016-04, Re-designating the Officers for Long Lake Ranch Community Development District.

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62 **SEVENTH ORDER OF BUSINESS** **Consideration of the Minutes of the Board of**  
63 **Supervisors' Regular Meeting held on**  
64 **December 3, 2015**  
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On a motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors approved the minutes of the Board of Supervisors' meeting held on December 3, 2015 as presented for Long Lake Ranch Community Development District.

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67 **EIGHTH ORDER OF BUSINESS** **Consideration of the Operation and**  
68 **Maintenance Expenditures for November and**  
69 **December 2015**  
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On a motion by Ms. Valenti, seconded by Mr. Santoro, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for November 2015 (\$175.00) and December 2015 (\$103,461.68) as presented for Long Lake Ranch Community Development District.

72 **NINTH ORDER OF BUSINESS** **Ratification of Series 2014 Construction**  
73 **Requisitions**

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75 There were no requisitions.

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77 **TENTH ORDER OF BUSINESS** **Establishment of Audit Committee**

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79 Mr. Roethke informed the Board that it is required to establish an audit committee in order to begin  
80 the audit RFP process.

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On a motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors set the current Board of Supervisors as the Audit Committee, with the first audit committee meeting scheduled on March 23, 2016 at 2:00 pm at the long Lake Ranch Clubhouse for Long Lake Ranch Community Development District.

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83 **ELEVENTH ORDER OF BUSINESS** **Consideration of Resolution 2016-02, Certifying**  
84 **FY 2015-2016 Series 2015 Debt Assessments for**  
85 **Collection**

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87 Mr. Roethke presented Resolution 2016-02 to the Board and Ms. Mackie reviewed the details of this  
88 Resolution, which will certify the FY 2015-2016 Series 2015 Debt Assessments for collection.

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On a motion by Mr. Santoro, seconded by Mr. Beeman, with all in favor, the Board of Supervisors adopted Resolution 2016-02 for Long Lake Ranch Community Development District.

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91 **TWELFTH ORDER OF BUSINESS** **Ratification of Bill of Sale for Water and**  
92 **Wastewater Utilities for Village 3**

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94 Mr. Roethke distributed two Bills of Sale for Village 3 from the Long Lake Ranch Community  
95 Development District to Pasco County, which includes water and wastewater facilities to the point of  
96 connection.

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On a motion by Mr. Beeman, seconded by Mr. Santoro, with all in favor, the Board of Supervisors approved Bills of Sale for Village 3 water and wastewater facilities for Long Lake Ranch Community Development District.

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**THIRTEENTH ORDER OF BUSINESS**

**Consideration of Matters Related to Project Construction**

**1. Consideration of Change Orders #14 and Revised #19-22**

CHANGE ORDER#	CONTRACTOR	DESCRIPTION	AMOUNT
14	Moretrench Gigliotti	V6B Imported Fill Dirt	\$83,270.00
Rvsd 19	Moretrench Gigliotti	V6B Storm Drainage 24" RCP	\$1,132.80
Rvsd 20	Moretrench Gigliotti	V3 CDEF (Roadway) 4" Valley Gutter Crossing	\$9,000.00
Rvsd 21	Moretrench Gigliotti	V6B Ponds 9 & 10 Geo Web Outfall Structures	\$9,085.36
Rvsd 22	Moretrench Gigliotti	Lift Station- add fan inside panel per Pasco County's request	\$1,914.06

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On a motion by Mr. Beeman, seconded by Mr. Santoro, with all in favor, the Board of Supervisors approved change orders #14 and #19-#22 for Long Lake Ranch Community Development District.

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**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Settlement Agreement and Mutual Releases by and between the District and Moretrench Gigliotti, Inc.**

Mr. Roethke presented a settlement agreement and mutual releases by and between the District and Moretrench Gigliotti, Inc.

Ms. Mackie reviewed the details of this agreement and mutual releases with the Board. The Board discussed changing the final completion date on this agreement from March 11, 2016 to March 31, 2016.

On a motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors approved the settlement agreement and mutual releases by and between the Long Lake Ranch CDD and Moretrench Gigliotti, Inc. with the revised completion date of March 31, 2016 for Long Lake Ranch Community Development District.

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124 **FIFTEENTH ORDER OF BUSINESS**

**Authorization to Issue Request for Proposals for  
Infrastructure Improvements Associated with  
Villages 1 and 4**

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Mr. Roethke presented a Request for Proposals for infrastructure improvements associated with Villages 1 and 4 and Ms. Mackie reviewed the details of this document with the Board.

On a motion by Mr. Santoro, seconded by Mr. Beeman, with all in favor, the Board of Supervisors authorized the issuance of the Request for Proposals document for infrastructure improvements associated with Villages 1 and 4 for Long Lake Ranch Community Development District.

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133 **SIXTEENTH ORDER OF BUSINESS**

**Consideration of Easement Agreement by and  
between the District and Beazer Homes  
Corporation regarding Foxtail II Neighborhood  
Monument**

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138 Mr. Roethke presented an easement agreement between the District and Beazer Homes for the  
139 Board's review. Ms. Mackie presented a revised easement agreement to the Board and a discussion  
140 ensued regarding dedicating a tract to Beazer Homes instead of an easement at this location. Ms. Mackie  
141 and Mr. Rogers will look into this.

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On a motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved the easement agreement between Long Lake Ranch CDD and Beazer Homes regarding Foxtail II neighborhood monument in substantial form if a tract cannot be dedicated to Beazer Homes for this land for Long Lake Ranch Community Development District.

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144 **SEVENTEENTH ORDER OF BUSINESS**

**Presentation of Field Inspection Report**

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146 Mr. Roethke presented the field inspection report to the Board. A discussion ensued  
147 regarding several landscape issues. Mr. Santoro would like for a meeting to take place between  
148 Cornerstone, Yellowstone, and Mr. Tyree Brown to discuss ownership for plant replacement.

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150 Ms. Valenti requested that Yellowstone split the cost for palm replacement with Cornerstone.  
151 Mr. Simms will look into this.

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153 **EIGHTEENTH ORDER OF BUSINESS**

**Consideration of Proposal for Dog Waste Station  
Cleaning**

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156 Mr. Roethke presented a proposal to the Board for an additional dog waste station cleaning. It has  
157 been reported that this waste station sees heavy use and often overflows between service dates.

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189 **TWENTY-SECOND ORDER OF BUSINESS**      **Ratification of Amenities Management**  
190 **Agreement**

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192 Mr. Roethke presented the Amenities Management Agreement, which has been signed by the Chair  
193 and requires Board ratification.

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On a motion by Mr. Beeman, seconded by Mr. Santoro, with all in favor, the Board of Supervisors ratified the Amenities Management Agreement for clubhouse employees for Long Lake Ranch Community Development District.

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196 **TWENTY-THIRD ORDER OF BUSINESS**      **Ratification of Cost Share Agreement between**  
197 **the District and Long Lake Ranch Master**  
198 **Association, Inc., for Certain Management**  
199 **Services**

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201 Mr. Roethke presented the cost share agreement between the District and the Long Lake Ranch  
202 Master Association for certain management services. This agreement has been previously executed and  
203 requires Board ratification.

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On a motion by Mr. Beeman, seconded by Mr. Santoro, with all in favor, the Board of Supervisors ratified the Cost Share Agreement between Long Lake Ranch CDD and Long Lake Ranch Master Association for certain management services for Long Lake Ranch Community Development District.

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206 **TWENTY-FOURTH ORDER OF BUSINESS**      **Staff Reports**

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208 A. District Counsel  
209 No report.

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211 B. District Engineer  
212 No report.

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214 C. District Manager  
215 Mr. Roethke stated that the next meeting was scheduled for Thursday, March 3, 2016 at  
216 2:00 p.m. at the Long Lake Ranch Amenity Center located at 19037 Long Lake Ranch  
217 Blvd., Lutz, FL 33558.

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On a motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors agreed to cancel the meeting on March 3, 2016 and set a special meeting for March 23, 2016 at 2:00 p.m. for Long Lake Ranch Community Development District.

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220 Mr. Roethke presented a proposal from Assured Comfort Heating and Cooling for regular  
221 HVAC maintenance.

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On a motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors approved the proposal from Assured Comfort Heating and Cooling for HVAC maintenance at a cost of \$360.00 annually for Long Lake Ranch Community Development District.

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Mr. Roethke also discussed a request from a resident to hold a wedding on CDD property. Ms. Valenti added her thought regarding this request. A discussion ensued. The Board tentatively agreed, pending a number of requirements, including liability insurance, limits to the number of attendees, and staffing. Mr. Roethke will follow up with the resident that made the request.

**TWENTY-FIFTH ORDER OF BUSINESS                      Audience Comments and Supervisor Requests**

There were no audience members present to comment.

Ms. Valenti presented a proposal from Securiteam for adding an access point to a new gate.

On a motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors approved a proposal from Securiteam for a new access point at a cost of (\$4,133.00) for Long Lake Ranch Community Development District.

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Ms. Valenti informed the Board that she would like to go out for bid for Janitorial Services. Mr. Dorry will work on collecting proposals for the next meeting.

**TWENTY-SIXTH ORDER OF BUSINESS                      Adjournment**

Mr. Roethke stated that if there was no further business to come before the Board a motion to adjourn the meeting would be in order.

On a motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors adjourned the meeting at 3:21 p.m. for Long Lake Ranch Community Development District.

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Secretary/Assistant Secretary

  
Chairman/Vice-Chairman