

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 regular meeting of the Long Lake Ranch Community Development District was held on Thursday, July 7, 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	Board Supervisor, Chairman
Erika Mitchell	Board Supervisor, Vice Chairman
Walter Beeman	Board Supervisor, Assistant Secretary

Also Present Were:

Joe Roethke	District Manager, Rizzetta & Company, Inc.
Tucker Mackie	District Counsel, Hopping Green & Sams (via phone)
Sarah Sandy	District Counsel, Hopping Green & Sams
Edwin Rogers	District Engineer, Heidt Design (via phone)
Brett Perez	Yellowstone Landscape
Brian Mahar	Yellowstone Landscape, Account Manager
Milton Andrade	Beazer Homes
Robbie Cox	MBS Capital Markets
Cynthia Wilhelm	Nabors, Giblin, & Nickerson, Bond Counsel
Scott Brizendine	Associate Director of Financial Services, Rizzetta & Co.
Bre Parker	Financial Analyst, Rizzetta & Co.
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Roethke called the meeting to order at 2:00 pm and called the roll.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda Items

No Audience Comments.

47 **THIRD ORDER OF BUSINESS**

**Consideration of Appointment to Vacant Board
Supervisor Seat**

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On a Motion by Ms. Mitchell, seconded by Ms. Valenti, with all in favor, the Board of Supervisors appointed Milton Andrade to the vacant Board Supervisor Seat for Long Lake Ranch Community Development District.

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51 **FOURTH ORDER OF BUSINESS**

**Administer Oath of Office to Newly Appointed
Officer**

52
53 Mr. Roethke administered the oath to Milton Andrade and he replied in the affirmative.
54 Mr. Roethke informed Milton Andrade that as a Board of Supervisor he is entitled to compensation of
55 \$200.00 per meeting, up to an annual maximum of \$4,800.00 per year. Milton Andrade declined
56 compensation. Mr. Roethke informed Mr. Andrade of Sunshine Law and Public Records requirements
57 relating to being a CDD Board Supervisor.

58
59 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-06, Re-
Designating Officers**

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62 Mr. Roethke presented Resolution 2016-06 to the Board, which will re-designate the officers of the
63 District. The Board made the following designations:

- 64
65
 - Betty Valenti as Chairman
 - Milton Andrade as Vice Chairman
 - The remaining Board Members as Assistant Secretaries

66
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On a Motion by Ms. Mitchell, seconded by Mr. Beeman, with all in favor, the Board of Supervisors adopted Resolution 2016-06 for Long Lake Ranch Community Development District.

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70 **SIXTH ORDER OF BUSINESS**

**Consideration of Minutes of the Board of
Supervisors' 2nd Audit Committee and Regular
Meetings held on May 5, 2016 and Budget
Workshop held on June 2, 2016**

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75 Ms. Valenti mentioned a typo in the 19th Order of Business in the May 5, 2016 Regular Meeting
76 Minutes.

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On a Motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors approved as amended the minutes of the 2nd Audit Committee and Regular Meetings held on May 5, 2016 and the minutes from the Budget Workshop held on June 2, 2016 for Long Lake Ranch Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of the Operation and Maintenance Expenditures for April and May 2016

Mr. Roethke presented the Operations and Maintenance Expenditures for April and May 2016 to the Board.

On a Motion by Ms. Valenti, seconded by Mr. Beeman, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for April (\$45,395.16) and May 2016 (\$38,643.57) as presented for Long Lake Ranch Community Development District.

EIGHTH ORDER OF BUSINESS

Ratification of Construction Requisitions #40, 45-60, 111

<u>Number</u>	<u>Name</u>	<u>Dollar Amount</u>
CUS 40	Tree Farm 2	\$ 137,727.61
CUS 45	Moretrench Gigliotti, Inc.	\$ 54,185.71
CUS 46	Tree Farm 2	\$ 117,773.31
CUS 47	FIS Outdoor	\$ 3,754.08
CUS 48	Hardscapes 2, Inc.	\$ 40,847.56
CUS 49	Heidt Design	\$ 3,307.98
CUS 50	Moretrench Gigliotti, Inc.	\$ 3,400.00
CUS 51	Securiteam, Inc.	\$ 3,883.00
CUS 52	Tree Farm 2, Inc.	\$ 22,108.79
CUS 53	FIS Outdoor	\$ 356.56
CUS 54	Heidt Design	\$ 1,050.00
CUS 55	Hopping, Green & Sams	\$ 1,714.00
CUS 56	Moretrench Gigliotti Inc.	\$ 1,471.29
CUS 57	Tree Farm 2, Inc.	\$ 2,732.50
CUS 58	Hardscapes 2, Inc.	\$12,126.14
CUS 59	RIPA & Associates, LLC	\$ 67,761.90
CUS 60	Tree Farm 2, Inc.	\$ 4,500.00
111	Heidt Design	\$ 1,355.36

On a motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors ratified Construction Requisitions #40, 45-60, 111 for Long Lake Ranch Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Change Orders

No Change Orders were presented.

116 **TENTH ORDER OF BUSINESS**

**Presentation of Second Amended, Restated and
Supplemented Engineer's Report for the Series
2016 Project**

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118
119
120 Ms. Mackie gave a brief introduction regarding the proposed Series 2016 Bonds issuance to the
121 Board.

122
123 Mr. Roethke presented the Second Amended Restated and Supplemented Engineer's Report, Series
124 2016 Project and Mr. Rogers reviewed the details of this report with the Board. Mr. Cox informed the
125 Board that it may be necessary to enter into a new underwriting agreement for the 2016 Bond Issuance.
126

127
On a motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors
authorized the District to enter into an Underwriting Agreement for the Series 2016 Issuance Bonds with
MBS Capital Markets , delegating final sign-off by the Board Chair for Long Lake Ranch Community
Development District.

On a motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors
approved the Second Amended, Restated and Supplemented Engineer's Report – Series 2016 Project for
Long Lake Ranch Community Development District for purpose of including the Report in a future
Preliminary Limited Offering Memorandum.

128
129 **ELEVENTH ORDER OF BUSINESS**

**Presentation of Underwriting Agreement for the
2016 Bond Issuance**

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132 Mr. Cox informed the Board that it may be necessary to enter into a new Underwriting Agreement
133 for the 2016 Bond Issuance.

134
135 **TWELFTH ORDER OF BUSINESS**

**Presentation of Third Supplemental
Methodology Report for the Series 2016 Bonds**

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138 Mr. Roethke presented the Third Supplemental Methodology Report for the Series 2016 Bonds and
139 Ms. Parker reviewed the details of this report with the Board.
140

On a motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors
approved the Third Supplemental Methodology Report for the Series 2016 Bonds in substantial form for
Long Lake Ranch Community Development District for purpose of including the Report in a future
Preliminary Limited Offering Memorandum

141
142 **THIRTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2016-07,
Delegated Award Resolution**

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145 Mr. Roethke presented the Resolution 2016-07, Delegated Award Resolution. Ms. Wilhelm
146 reviewed the details of this Resolution with the Board. This Resolution gives District Staff the direction to
147 proceed with the 2016 Bond Issue by way of approving the related exhibits, which includes the Bond
148 Purchase Agreement, Third Supplemental Trust Indenture, Preliminary Limited Offering Memorandum,

149 and Continuing Disclosure Agreement. Ms. Mackie added that District Counsel has reviewed both the
150 Resolution and the associated exhibits.
151

On a motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors adopted Resolution 2016-07, Delegated Award Resolution for Long Lake Ranch Community Development District.

(Mr. Rogers, Mr. Cox, Mr. Brizendine, Ms. Parker, and Ms. Wilhelm left while the meeting was in progress at 2:29 p.m.)

152 **FOURTEENTH ORDER OF BUSINESS** **Presentation of Field Inspection Report**
153

154 Mr. Roethke presented the Field Inspection Report to the Board. Mr. Mahar and Mr. Perez reviewed
155 the details of the Field Inspection Report with the Board. A discussion ensued regarding several maintenance
156 items, including weed control and plant replacement.
157

158 **FIFTEENTH ORDER OF BUSINESS** **Consideration of Proposals for Sod Replacement**
159

160 Mr. Roethke presented proposals for Sunlake Blvd. sod replacement to the Board. The Board
161 requested revised proposals to be presented at the next meeting.
162

163 **SIXTEENTH ORDER OF BUSINESS** **Consideration of Proposal for Dog Park Fill Dirt
164 Container**
165

166 Mr. Roethke presented a proposal from Yellowstone Landcare for a fill dirt container for the dog park.
167
168
169

On a motion by Ms. Valenti, seconded by Mr. Andrade, with all in favor, the Board of Supervisors approved the proposal from Yellowstone Landcare for a fill dirt container at a total cost of \$806.37 for Long Lake Ranch Community Development District.

(Mr. Perez and Mr. Mahar left while the meeting was in progress at 2:44 p.m.)

170 **SEVENTEENTH ORDER OF BUSINESS** **Public Hearings Regarding Fiscal Year 2016/2017
171 Budget & Operations and Maintenance
172 Assessments**
173

174 **Open Public Hearing**
175
176
177

On a Motion by Mr. Beeman, seconded by Ms. Valenti, with all in favor, the Board of Supervisors Opened the Public Hearing for the Long Lake Ranch Community Development District.

178 Mr. Roethke reviewed the Final Budget for Fiscal Year 2016/2017 with the Board. No changes
179 were made to the budget, and there were no questions or comments from the Board or the Audience.
180
181

182 **Close Public Hearing**
183

On a Motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors Closed the Public Hearing for the Long Lake Ranch Community Development District.

184 **EIGHTEENTH ORDER OF BUSINESS** **Consideration of Resolution 2016-08, Adopting**
185 **Final Budget**

186
187 Mr. Roethke presented Resolution 2016-08 to the Board, which will adopt the final budget
188 for Fiscal Year 2016/2017.

189
On a Motion by Ms. Valenti, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors
Adopted Resolution 2016-08 for the Long Lake Ranch Community Development District.

190
191 **NINETEENTH ORDER OF BUSINESS** **Consideration of Resolution 2016-09, Imposing**
192 **Special Assessments for O&M**

193
194 Mr. Roethke presented Resolution 2016-09 to the Board, which will impose operations and
195 maintenance special assessments and certify the assessment roll for fiscal year 2016/2017.

196
On a Motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors adopted
Resolution 2016-09 for the Long Lake Ranch Community Development District.

197
198 **TWENTIETH ORDER OF BUSINESS** **Discussion Regarding Purchase Request of CDD**
199 **Property**

200
201 Mr. Roethke presented a resident request to purchase vacant CDD property. This is a non-buildable
202 area between 1998 and 2024 Fox Grape Loop. Ms. Mackie discussed several legal and engineering issues with
203 this, including appraisals, re-plats, and other items that would need to be addressed. Ms. Mackie entertained
204 various questions from the Board. The Board directed District Staff to inform the residents that they are not
205 interested in selling the property at this time.

206
207 **TWENTY-FIRST ORDER OF BUSINESS** **Consideration of Proposal for Fountain**
208 **Maintenance**

209
210 Mr. Roethke presented a proposal for fountain maintenance to the Board.

211
On a motion by Ms. Valenti, seconded by Mr. Andrade, with all in favor, the Board of Supervisors
approved the proposal from Vertex Water Features for fountain maintenance at a cost of \$600.00
quarterly for Long Lake Ranch Community Development District.

212
213 **TWENTY-SECOND ORDER OF BUSINESS** **Consideration for Proposal Signage**

214
215 Mr. Roethke presented a proposal for exterior signage to the Board. This includes signage for fishing,
216 amenity rules, trespassing, conservation areas, trails and parking.

217
On a motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors
approved the proposal from OnSight for signage and installation at a cost of \$8,757.60 for Long Lake
Ranch Community Development District.

218

219 **TWENTY-THIRD ORDER OF BUSINESS** **Consideration of Resolution 2016-10, Designating**
220 **Landowner's Election**

221
222 Mr. Roethke presented Resolution 2016-10 to the Board, which will designate the date, time, and
223 location for the Landowner's Election meeting. The Resolution provides for a landowners' meeting to be set
224 on November 3, 2016, at 2:00 p.m., at this location.
225

On a Motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors adopted Resolution 2016-10 for the Long Lake Ranch Community Development District.

226
227 **TWENTY-FOURTH ORDER OF BUSINESS** **Consideration of Resolution 2016-11, Adopting FY**
228 **2016/2017 Meeting Schedule**

229
230 Mr. Roethke presented Resolution 2016-11 to the Board, which will set the meeting schedule for Fiscal
231 Year 2016/2017. Ms. Valenti requested to change the schedule to include an evening meeting every other
232 month.
233

On a Motion by Ms. Mitchell, seconded by Mr. Andrade, with all in favor, the Board of Supervisors adopted Resolution 2016-11 for the Long Lake Ranch Community Development District.

234
235 **TWENTY-FIFTH ORDER OF BUSINESS** **Staff Reports**

236
237 **A. District Counsel**

238 There was no report

239
240 **B. District Engineer**

241 The District Engineer was not present.

242
243 **C. District Manager**

- 244
245 1. Mr. Roethke presented a proposal from Gaydos Hydro Services for midge fly treatments
246 to the CDD ponds.
247

On a Motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors approved a proposal from Gaydos Hydro Services for midge fly treatments at a cost of \$2,900.00 for the Long Lake Ranch Community Development District.

- 248
249 2. Mr. Roethke presented the 2015 Audit Report to the Board. It was noted that the
250 Auditor's opinion was unqualified and there were no instances or adverse findings
251 reported for this District.
252

On a Motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors accepted the 2015 Audit Report for the Long Lake Ranch Community Development District.

- 254 3. Mr. Roethke stated that the next regular meeting is scheduled on Thursday, August 4,
255 2016 at 5:30 p.m. at 19037 Long Lake Ranch Blvd., Lutz, FL 33558.
256

257 **TWENTY-SIXTH ORDER OF BUSINESS Audience Comments and Supervisor Requests**
258

259 **A. Audience Comments**

260 A resident asked about a gated community in the new development phases.
261

262 **B. Supervisor Requests**

263 There were no supervisor requests.
264

265 **TWENTY-SEVENTH ORDER OF BUSINESS Adjournment**
266

267 Mr. Roethke stated that if there was no further business to come before the Board a motion to adjourn
268 the meeting would be in order.
269

On a Motion by Mr. Beeman, seconded by Ms. Mitchell, with all in favor, the Board of Supervisors
adjourned the meeting at 3:17 p.m. for the Long Lake Ranch Community Development District.

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Secretary/Assistant Secretary


Chairman/Vice-Chairman